



# SAN DIEGO COMMUNITY COLLEGE DISTRICT

*Office of the Chancellor*

CITY COLLEGE – MESA COLLEGE – MIRAMAR COLLEGE – CONTINUING EDUCATION

## DISTRICT GOVERNANCE COUNCIL

October 19, 2016

3:00 p.m. – Room 245

### AGENDA

- \*1.0 Review Minutes of September 21, 2016
- \*2.0 Review of Board Agenda for October 27, 2016
- 3.0 Additional Agenda Items
- 4.0 State Budget Update Dowd
- 5.0 San Diego Gateway to College and Career Cortez
- 6.0 2017-2018 and 2018-2019 College and CE Academic Calendars Neault
- \*7.0 SB 906 (Beall) Priority Enrollment Neault
- \*8.0 AB 1995 (Williams) Homeless Student Showers Neault
- 9.0 District Security Master Plan Manis
- \*10.0 Review of BP 6980 – Sustainability Manis
- 11.0 Roundtable

#### \*Attachments

BOARD MEETING scheduled: Thursday, October 27, 2016 – 4:00 p.m.  
San Diego Mesa College

Next DGC MEETING scheduled: Wednesday, November 2, 2016 – 3:00 p.m.  
District Office – Room 245

*Visitors and observers are welcome. The District Governance Council (DGC) follows an open process and conducts open meetings. However, because of limited space, we ask that visitors sit in the extra chairs provided against the walls to leave room available at the table for voting DGC members. Your help is appreciated.*



# SAN DIEGO COMMUNITY COLLEGE DISTRICT

CITY COLLEGE – MESA COLLEGE – MIRAMAR COLLEGE – CONTINUING EDUCATION

## DISTRICT GOVERNANCE COUNCIL MINUTES

September 21, 2016

**Present:** Agatha, Akers, Beresford, Bocaya, Bulger, Cortez, Davis, Dowd, Fremland, Hsieh, Hubbard, Kovrig, Luster, Mahler, Manis, McMahon, Neault, Payne, Surbrook, Weinroth, Whisenhunt, Woods, and Chairperson Chancellor Carroll

**Absent:** Larson, Watkins

**Guests:** Keyser, Oracle Representatives

### 1. APPROVAL OF MINUTES

The minutes of September 7, 2016, were approved.

### 2. REVIEW OF BOARD AGENDA

The agenda for the September 22, 2016, Board Meeting was opened for review by Chancellor Carroll. Each item was discussed and satisfied.

### 3. ORACLE ANALYTICS PRESENTATION

Vice Chancellor Bulger introduced representatives from Oracle Analytics (makers of PeopleSoft), who gave a presentation showing the integration of PeopleSoft applications with their predictive analytics product. This was the final presentation regarding potential analytics systems that the District is considering. A discussion will take place at a future meeting regarding the merits of each platform.

### 4. WAIT LIST PROCESS

Vice Chancellor Neault handed out a summary sheet and initiated discussion of possible changes to future business practices regarding waitlists. She explained that waitlists could be automated rather than going through faculty, which would eliminate crashers and add codes. She asked presidents to discuss this with their cabinets and senates and be ready for further discussion at the DGC meeting in November.

### 5. POLICY & PROCEDURE REVIEW

As agreed to at the last meeting, Vice Chancellor Neault worked with senate presidents on revisions to Board Policy and Administrative Procedure 2510 and brought the changes for approval by the DGC. All were in agreement to move forward with the policy but bring the procedure back for further discussion.

6. **OPEN EDUCATIONAL RESOURCES**

Vice Chancellor Bulger discussed a recent presentation by Cable Green on Open Educational Resources (OER). OER are high-quality, openly licensed, online educational materials, and are seen as an alternative to costly student textbooks. The Board has established a goal to reduce escalating textbook costs for students throughout the District by encouraging voluntary faculty participation in making classes OER compatible. Bulger stressed that "voluntary" is a key part of that goal. It is up to the Academic Senates to determine the process and create pathways to make resources available. Vice Chancellor Lynn Neault added that the Board is not seeking to conflict with academic freedom or impose structures on the faculty, but to encourage them to learn about the resources available. It is hoped that the Academic Senates will help provide this information to their members, including workshops to share best practices. Bulger will send out additional information soon.

Adjourned 4:50 p.m.

Chancellor's Office & Board of Trustees



# SAN DIEGO MESA COLLEGE

2:20 p.m. Call To Order: MC 211 A/B  
 Followed by Closed Session: MC 151  
 3:30 p.m. Board Open Door Session: MC 209  
 4:00 p.m. Campus Meeting: MC 211 A/B  
 5:00 p.m. Regular Business Meeting: MC 211 A/B

**SAN DIEGO MESA COLLEGE CAMPUS MEETING**  
**SAN DIEGO COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES**  
 Thursday, October 27, 2016  
 San Diego Mesa College: *Equity in Action*

<b>President's Welcome and Overview</b>	
<b>I. Welcome and Overview</b>	Pamela T. Luster, President, San Diego Mesa College Rob Fremland, President, Academic Senate Trina Larson, President, Classified Senate Ava Fakhrabadi, President, Associated Student Government
<b>Theme: <i>Equity in Action</i></b>	
<b>II. Connection</b>	<b><i>Jumpstart</i></b> Larry Maxey, Dean of Student Success and Equity  <b><i>Multiple Measures Assessment Pilot</i></b> Ashanti Hands, Vice President Student Services
<b>III. Entry</b>	<b><i>Acceleration</i></b> Wendy Smith, Faculty, English Andy MacNeill, Dean of Humanities
<b>IV. Progress</b>	<b><i>Tutoring</i></b> Mark Manasse, Instructional Learning Assistance Coordinator Andy MacNeill, Dean of Humanities
<b>V. Completion</b>	<b><i>ADT Award</i></b> Ailene Crakes, Counseling, Department Chair Claudia Estrada, Transfer, Evaluations Career Director Leroy Johnson, Transfer Center Coordinator Toni Parsons, Curriculum
<b>VI. Framing</b>	<b><i>Curriculum Redesign</i></b> Monica Romero, Program Activity Manager, Title V/HSI Grant Mohammed Ebrahimi-Fardooee, Faculty, Mathematics  <b><i>New Faculty Institute</i></b> Leslie Shimazaki, Dean of Arts and Humanities Kim Perigo, Faculty, Communication Studies  <b><i>Classicon</i></b> Trina Larson, President, Classified Senate Ginger Davis, Vice President, Classified Senate  <b><i>Mesa Moves</i></b> Rachelle Agatha, VP Administrative Services Taj Krumholz, Administrative Technician, Administrative Services
<b>President's Closing</b>	

**9**      **BOARD POLICIES**

**9.01**    Consideration and adoption of new and revised Chapter 3 – General Institution and Chapter 5 - Student Services Board Policies (First Reading 9/22/16). These revisions are part of a comprehensive six-year review to ensure currency.

**9.02**    Consideration and adoption of revisions to the following Chapter 2 – Board of Trustees Board Policies (First Reading):

- BP 2010    Board Membership
- BP 2200    Board Duties and Responsibilities
- BP 2410    Policy and Administrative Procedures
- BP 2430    Delegation of Authority to the SDCCD Chancellor
- BP 2431    Chancellor Selection
- BP 2435    Evaluation of Chancellor
- BP 2437    Evaluation of President (College/ Continuing Education)
- BP 2510    Participation in Local Decision-Making
- BP 2715    Code of Ethics/Standards of Practice
- BP 2740    Board Education
- BP 2745    Board Self-Evaluation

**11**     **INSTRUCTIONAL SERVICES**

**11.01**    Consideration and approval of new or revised courses and programs.

**11.02**    In the matter of the District's Allied Health Occupations Program, authority is requested to enter into agreements with health care agencies for the use of clinical facilities by students enrolled in District's Allied Health Occupations and Alcohol and Other Drug Studies Programs during the 2016-2017 fiscal year.

**11.03**    In the matter of the San Diego Mesa College Planning and Institutional Effectiveness Committee, authority is requested to approve the revised Mission Statement for San Diego Mesa College and to print the statement in appropriate publications.

**11.04**    In the matter of the San Diego Adult Education Regional Consortium (SDAERC) representative appointments, authority is requested to appoint San Diego Continuing Education Vice President Kate Alder to replace Dean Lorie Crosby-Howell as a representative of the San Diego Community College District on SDAERC.

**12**     **STUDENT SERVICES**

**12.01**    In the matter of a Geology field trip for San Diego Mesa College, authority is requested for students from all applicable sections of GEOL 100 and GEOL 101 at San Diego Mesa College to participate in an overnight field trip to the Mecca Hills, in Imperial County, December 3, 2016, through December 4, 2016.

**12.02**    Authorization for students from San Diego Mesa College, as part of the Fashion Field Studies: Trade Shows/Markets – FASH 158 course, to attend the Women's Wear Daily MAGIC Conference, in Las Vegas, Nevada, departing February 20, 2017, and returning February 23, 2017.

**13 BUDGET AND FINANCE**

- 13.01** In the matter of San Diego Institutional Research and Academic Career Development Awards (IRACDA): Professors for the Future Program, a collaborative grant with University of California San Diego (UCSD) and San Diego City College from the National Institute of Health, to conduct career development training programs to strengthen access for minority students to careers in the Biological Sciences, authority is requested to:
1. Enter into a contract agreement with UCSD; and
  2. Accept, budget and spend \$12,421 in the 2016-2017 General Fund/Restricted Budget.
- 13.02** In the matter of the Bridges to the Baccalaureate Program at San Diego Mesa College grant from the National Institutes of Health (NIH), National Institute of General Medical Sciences awarded to San Diego Mesa College to participate in the implementation of an Institutional Student Training and Development Initiative for Students from Groups Underrepresented in Biomedical and Behavioral Research Enterprise, authority is requested to:
1. Enter into year 3 of a 5-year renewal agreement (project year 11) with NIH; and
  2. Accept, budget and spend \$215,387 in the 2016-2017 General Fund/Restricted Budget, and to increase the budget from \$83,827 to \$299,214.
- 13.03** In the matter of the "Developing Hispanic-Serving Institutions Program - Title V" Grant (DHSI) from the U.S. Department of Education awarded in 2014 to San Diego Mesa College to participate in the development of expanding and improving Latino success to "exit" Mesa with their goals met, authority is requested to:
1. Enter into year 3 of a 5-year renewal agreement with the department of Education; and
  2. Accept, budget and spend \$525,000 in the 2016-2017 General Fund/Restricted Budget increasing the budget from \$177,544 to \$702,544.
- 13.04** In the matter of the Innovation and Effectiveness Grant from the Institutional Effectiveness Partnership Institute (IEPI) through Santa Clarita Community College District (SCCCD), awarded to San Diego Mesa College, authority is requested to:
1. Enter into an agreement with SCCC in the amount of \$150,000; and
  2. Accept, budget and spend \$150,000 for the 2016-2017 General Fund/Restricted Budget at San Diego Mesa College.
- 13.05** In the matter of the "CTE Data Unlocked Initiative," Prime Award #15-197-001, awarded to San Diego Mesa College from Rancho Santiago Community College District (RSCCD), authority is requested to:
1. Enter into an agreement with Rancho San Diego Community College District in the amount of \$50,000; and
  2. Accept, budget and spend \$50,000 for the 2016-2017 General Fund/Restricted Budget at San Diego Mesa College.



**13 BUDGET AND FINANCE** (Continued)

- 13.06** In the matter of the 2016-2017 "I Can Afford College" Financial Awareness Campaign promotional funding awarded to San Diego Mesa College by the Santa Barbara Community College District, the fiscal agent, authority is requested to accept, budget and spend \$15,000 in the 2016-2017 General Fund/Restricted Budget.
- 13.07** In the matter regarding the Culinary Arts/Culinary Management (CACM) at San Diego Mesa College, authority is requested to establish a Coin Change Fund in the amount of \$500 for the Culinary Arts/Culinary Management dining services Fiduciary Trust Account.
- 13.08** Approval of the 2016-17 First Quarterly Financial Report, CCFS-311Q.
- 13.09** Approval of purchase orders prepared during the period of September 1, 2016, and September 30, 2016.
- 13.10** Authority to award RFP #17-03 for a two-year requirements contract for the purchase of Speech-to-Text Services to the following, as the most responsive and responsible bidders.

**14 HUMAN RESOURCES**

- 14.01** Certification of short-term personnel service effective on or after October 28, 2016, per California Education Code Section 88003.
- 14.02** Approval of academic, classified, substitute and student personnel actions relating to appointments, assignment changes, salary changes, status changes, leaves of absence, separations and volunteerism during the period September 1, 2016, through September 30, 2016.
- 14.03** In the matter of San Diego City College's Nursing Education department enrollment growth, effective October 27, 2016, (contingent upon review by Human Resources) authority is requested to establish 1.0 FTE, 10-month restricted faculty position, Class 1, Step A6 (\$5,658.89-\$7,223.46) in the AFT College Faculty Unit.
- 14.04** Authority to reclassify a current 1.0 Research Planning Analyst, position #011414, Range 13 (\$7,428-\$9,517), SPAA Unit, in San Diego Mesa College's Institutional Effectiveness Office, to a new 1.0 Associate Dean of Research and Planning, Range 16 (\$7,428-\$11,882) in the Management Unit, effective upon board approval.
- 14.05** In the matter regarding a classified management position at San Diego Miramar College to implement the California Community Colleges Advanced Transportation and Renewable Energy Deputy Sector Navigator grant, effective November 1, 2016, authority is requested to establish 1.0 FTE restricted Special Projects Manager position, Range 14, Management Salary Schedule.
- 14.06** In the matter regarding a classified management position at San Diego Miramar College, effective November 1, 2016, authority is requested to:
1. Delete position #011584 Program Activity Manager; and
  2. Establish a 1.0 restricted Special Projects Manager, Management Salary Schedule Range 14.

**14** **HUMAN RESOURCES** (Continued)

**14.07** In the matter of a sub-contract agreement with Armed Forces Services Corporation (AFSC) at the Navy Technical Training Center, Meridian, Mississippi, authority to:

1. Ratify a six month extension sub-contract agreement with Armed Forces Services Corporation to provide instructional services to military personnel at the Navy Technical Training Center, Meridian, Mississippi, commencing October 1, 2016, through March 31, 2017, total amount of contract \$218,159;
2. Accept, budget and spend \$218,159 in the 2016-2017 General Fund/ Restricted Budget from the U.S. Navy to administer the program; and
3. Establish the following 12-month restricted positions effective October 1, 2016, and future years until funding ends: 15.0 Military Adjunct Instructor, Restricted Military Instructor Pooled Position.

**14.08** In the matter of contract positions districtwide, as a result of the 2016-Window-Period Appeals, effective October 1, 2016, authority is requested to reallocate Senior Office Manager classification and five (5.0) positions.

**15** **FACILITIES, BUILDINGS AND REAL ESTATE**

**15.01** In the matter of Propositions S and N, authority to enter into a consulting agreement with SafeCon Consulting Group Inc. (SafeCon) to provide safety consulting services Districtwide.

**15.02** Ratification of Notices of Completion recorded under delegation of authority since the last Board ratification on January 28, 2016.

**15.03** Consideration of reappointment of the following members to the Board of Directors of the San Diego Community College District Administrative Facilities Corporation (AFC) for two-year terms:

1. Teresa Greenhalgh (appointed by Trustee Mary Graham); and
2. Henry Merritt (appointed by Trustee Peter Zschiesche).

**16** **INFORMATION ITEMS**

**16.01** Report on 2016 Veterans Day activities at City, Mesa, and Miramar Colleges, Continuing Education, and the District Office.



An act to amend Sections 66025.9 and 66025.91 of the Education Code, relating to public postsecondary education.

[Approved by Governor September 21, 2016. Filed with Secretary of State September 21, 2016.]

LEGISLATIVE COUNSEL'S DIGEST

SB 906, Beall. Public postsecondary education: priority enrollment systems.

(1) Existing law requires the California State University and each community college district, and requests the University of California, with respect to each campus in their respective jurisdictions that administers a priority enrollment system, to grant priority for registration for enrollment to foster youth or former foster youth, as defined. Existing law repeals these requirements on January 1, 2017.

This bill would revise the definition of foster youth or former foster youth for these provisions. This bill would extend the operation of these provisions indefinitely. By extending the operation of requirements relating to student eligibility for priority registration at community college districts, the bill would impose a state-mandated local program.

(2) Existing law requires each community college district, with respect to each campus in its jurisdiction that administers a priority enrollment system, to grant priority for registration for enrollment to students in the Community College Extended Opportunity Programs and Services program and to disabled students who are determined to be eligible for disabled student programs and services, as provided. Existing law repeals these requirements on January 1, 2017.

This bill would extend the operation of those provisions indefinitely. By extending the operation of requirements relating to student eligibility for priority registration at community college districts, the bill would impose a state-mandated local program.

(3) This bill would incorporate additional changes in Section 66025.9 of the Education Code, proposed by AB 801, to be operative only if AB 801 and this bill are both chaptered and become effective on or before January 1, 2017, and this bill is chaptered last.

(4) The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that, if the Commission on State Mandates determines that the bill contains costs mandated by the state, reimbursement for those costs shall be made pursuant to these statutory provisions.

*The people of the State of California do enact as follows:*

SECTION 1. Section 66025.9 of the Education Code is amended to read:

66025.9. (a) The California State University and each community college district shall, and the University of California is requested to, with respect to each campus in their respective jurisdictions that administers a priority enrollment system, grant priority in that system for registration for enrollment to a foster youth or former foster youth.

(b) For purposes of this section, "foster youth or former foster youth" means a person in California whose dependency was established or continued by the court on or after the youth's 16th birthday and who is no older than 25 years of age at the commencement of the academic year.

SEC. 1.5. Section 66025.9 of the Education Code is amended to read:

66025.9. (a) The California State University and each community college district shall, and the University of California is requested to, with respect to each campus in their respective jurisdictions that administers a priority enrollment system, grant priority in that system for registration for enrollment to a foster youth or former foster youth or, until January 1, 2020, homeless youth.

(b) For purposes of this section:

(1) "Foster youth and former foster youth" means a person in California whose dependency was established or continued by the court on or after the youth's 16th birthday and who is no older than 25 years of age at the commencement of the academic year.

(2) "Homeless youth" means a student under 25 years of age, who has been verified at any time during the 24 months immediately preceding the receipt of his or her application for admission by a postsecondary educational institution that is a qualifying institution pursuant to Section 69432.7, as a homeless child or youth, as defined in subsection (2) of Section 725 of the federal McKinney-Vento Homeless Assistance Act (42 U.S.C. Sec. 11434a(2)), by at least one of the following:

(i) A homeless services provider, as that term is defined in paragraph (3) of subdivision (d) of Section 103577 of the Health and Safety Code.

(ii) The director of a federal TRIO program or Gaining Early Awareness and Readiness for Undergraduate Programs program, or a designee of that director.

(iii) A financial aid administrator for an institution of higher education.

(c) For purposes of this section, a student who is verified as a homeless youth as defined in paragraph (2) of subdivision (b) shall retain that status for a period of six years from the date of admission to the postsecondary educational institution.

SEC. 2. Section 66025.91 of the Education Code is amended to read:

66025.91. Each community college district, with respect to each campus in its jurisdiction that administers a priority enrollment system, shall grant priority registration for enrollment to students in the Community College Extended Opportunity Programs and Services program, pursuant to Article 8 (commencing with Section 69640) of Chapter 2 of Part 42, and disabled students, within the meaning of the federal Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12101 et seq.), who are determined to be eligible for disabled student programs and services pursuant to Chapter 14 (commencing with Section 67300) and Section 84850.

SEC. 3. Section 1.5 of this bill incorporates amendments to Section 66025.9 of the Education Code proposed by both this bill and Assembly Bill 801. It shall only become operative if (1) both bills are enacted and become effective on or before January 1, 2017, (2) each bill amends Section 66025.9 of the Education Code, and (3) this bill is enacted after Assembly Bill 801, in which case Section 1 of this bill shall not become operative.

SEC. 4. If the Commission on State Mandates determines that this act contains costs mandated by the state, reimbursement to local agencies and school districts for those costs shall be made pursuant to Part 7 (commencing with Section 17500) of Division 4 of Title 2 of the Government Code.

An act to add Section 76011 to the Education Code, relating to community colleges.

[Approved by Governor September 21, 2016. Filed with Secretary of State September 21, 2016.]

LEGISLATIVE COUNSEL'S DIGEST

AB 1995, Williams. Community colleges: homeless students: access to shower facilities.

Existing law establishes the California Community Colleges, under the administration of the Board of Governors of the California Community Colleges, and authorizes the governing board of a community college district to grant the use of college facilities or grounds for specified purposes.

This bill would require a community college campus that has shower facilities for student use to grant access, as specified, to those facilities to any homeless student who is enrolled in coursework, has paid enrollment fees, and is in good standing with the community college district, and would require the community college to determine a plan of action to implement this requirement. By imposing additional duties on community college districts, the bill would impose a state-mandated local program.

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that, if the Commission on State Mandates determines that the bill contains costs mandated by the state, reimbursement for those costs shall be made pursuant to these statutory provisions.

*The people of the State of California do enact as follows:*

SECTION 1. Section 76011 is added to the Education Code, to read: 76011. (a) If a community college campus has shower facilities for student use on campus, the governing board of the community college district shall grant access to those facilities to any homeless student who is enrolled in coursework, has paid enrollment fees, and is in good standing with the community college district without requiring the student to enroll in additional courses.

(b) The governing board shall determine a plan of action to implement subdivision (a) that includes, but is not limited to, all of the following:

- (1) Hours of operation for the shower facilities, consistent with subdivision (c).
- (2) The minimum number of units a student must be enrolled in to use the facilities.
- (3) A plan of action if hours of operation conflict with an intercollegiate athletic program.

(4) A definition of homeless student that is based on the definition of homeless youth specified in the McKinney-Vento Homeless Assistance Act (42 U.S.C. Sec. 11434a(2)), but also reflects the age of the homeless student population at the community college campus.

(c) Hours of operation shall be consistent with hours of operation of the facilities in which the showers are located, shall be set at a minimum of two hours per weekday, and shall not conflict with the intercollegiate athletic program of the campus.

SEC. 2. If the Commission on State Mandates determines that this act contains costs mandated by the state, reimbursement to local agencies and school districts for those costs shall be made pursuant to Part 7 (commencing with Section 17500) of Division 4 of Title 2 of the Government Code.



# SAN DIEGO COMMUNITY COLLEGE DISTRICT

BP 6980

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**Board Policy**  
Chapter 6 – Business and Fiscal Affairs

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## **BP 6980 SUSTAINABILITY**

Sustainability is an essential goal of the District. Diminishing resources and escalating costs require that management at all levels focus on the efficient and effective use of resources. While the concept of sustainability is often used to refer to prudent use of environmental resources, the concept is applicable to all resources, including but not limited to: environmental, personnel, facilities, and equipment. This policy expresses the Board's intent to implement a Districtwide Sustainability program. The District Chancellor shall develop implementing procedures.

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**Adopted:**  
**Revised:**  
*(Replaces current SDCCD BP 8100)*