



District Participatory Governance Council Meeting Notes
Monday, April 16, 2018
SMCCCD Board Room

NOTE: A majority was not present for the meeting, so no actions were taken, but items were reviewed. These are the notes from the meeting.

- Members Present:** Mitch Bailey (Co-chair), Leigh Anne Shaw (Co-chair), Kathryn Browne, Juanita Celaya, Michelle Chee, Teeka James, Alfredo Olguin, Jr., Megan Rodriguez Antone, and Jeramy Wallace, Andreas Wolf
- Members Absent:** Anya Arnold, Melina Boyd, Peter Bruni, John Cuevas, Jeri Eznekier, Michele Hagggar, Luis Mendez, Colby Riley, Diana Tedone, and Amirah Tulloch
- Others Present:** Aaron McVean

1. Informational/Discussion Items

A. Resolutions on Equity from Cañada College and College of San Mateo

Mr. Wallace reported that the Academic Senate at CSM made a Resolution on Equity a goal for FY 2017/2018. He said the Senate created a resolution that defined educational equity, the need for it (definitions and data), and set a foundation for the work that they continue to do.

Mr. Bailey said we would continue to have important conversations regarding equity across the District. Mr. Bailey and Ms. Shaw complimented staff members and students across the District who worked on the resolutions.

Ms. Browne brought forth the question on how to access the student Resolution on Equity; Mr. Olguin said he would get back with her. Mr. Bailey said that he would also add it to the May 7, 2018 agenda.

B. Equity and Hiring Institute

Ms. Shaw reported on the Institute for Equity in Faculty Hiring that was by the Center for Urban Education in Sacramento, California on March 26 & 27, 2018.

Ms. Shaw commended the administration and colleges for sending administration, faculty, and staff to the institute. She said it was a very thorough and moving experience for everyone in attendance.

Highlights:

- Equity-mindedness in job announcements.
- Interrogation of concepts of 'merit' and 'fit' and the implicit bias that informs those concepts.
- Strategies for disrupting inequitable hiring practices.
- Addressing faculty retention through equitable campus culture.

Ms. Browne said the teams went together through the workshops allowing the administration, faculty, and staff from the three colleges and the District Office to work together as a District; she felt this was a good process and that Districtwide support is very important.

A copy of Ms. Shaw's report will be e-mailed to the Council members.

C. Professional Development/Training on Public Safety Procedures

Mr. Bailey updated the Council regarding professional development and training on public safety procedures. He had the opportunity to talk with faculty, staff, and students regarding Public Safety at San Mateo County Community College District. He said one of the key themes in the feedback was the need for more training and awareness on what to do when a situation happens. He said that the Public Safety Committee has been tasked with looking at professional development opportunities emergency awareness in a concentrated effort at a Districtwide level.

Council feedback:

- Part-Time Faculty training, logistical concerns; come up with strategies that engage everyone.
- Utilize mandated flex days.
- Close the campus on a flex day so everyone could attend.
- Laminate brief instructions and Velcro them next to the door. You could use this form to cover the door window.
- Mention at Opening Day.
- Locks are in place but not fully working.
- Deans should discuss safety procedures at their staff at the beginning of each semester.
- Mention at staff and faculty on-boarding orientations. (District and Campus Level)

Mr. Bailey thanked the Council for their feedback and said that there will be continued conversation on this topic.

2. Board Policies for Final Review

A. 2.36 – Use of Student Email Addresses

The numbering will be adjusted once the edits have been accepted.

Discussion was held on Item 2.c. regarding concerns of the appropriateness of a message and that it was very subjective to the power it encompasses to one person. Mr. Bailey said that the Marketing Departments will work with whoever is coordinating the message (administrators, presidents, or student organizations) and will make sure that it is of appropriate nature. When mass e-mails are sent to the student body, the Marketing Departments should be involved.

B. 2.52 – Local Law Enforcement

One edit was made in Item #1, removing *'Each College.'*

3. Board Policies for First Review

A. NEW – Use of Unmanned Aerial Systems (UAS) on District Property

Mr. Bailey said this policy address recognizes the value of unmanned aerial systems for educational purposes and the use of UAS on District property. Drones have cameras and collect data (privacy and safety issues), hobbyist are prohibited from using UAS on District Property; there should be a District educational or business purpose. This policy was modeled from 4-year colleges, community colleges, and by the League. This policy may be reviewed annually to make sure we are in compliance.

Council feedback:

- What about remote control airplanes?
- How can you prevent someone from flying a UAS over campus? Mr. Bailey said that there are compliance guidelines/restrictions at the local, state, and federal levels, it is never clear-cut, there are liability, privacy, health and safety concerns.
- Will signs be posted?
- Item #7 states that *'The use of UAS for hobby, recreational, commercial or business use on District property is prohibited.'* Item #4, states that *'Unless otherwise authorized in writing by the District, all UAS used on District property shall be owned by the District.'* We may want to clarify the language because it is unclear – Would drones be confiscated? Mr. Bailey said that the language was used to clarify that any drones used by faculty or staff would be District owned UAS so we can have it insured, it is air worthy, and the faculty or staff member is trained to operate the equipment.
- Ms. James said that Part-Time Faculty are not being supplied with computers and the District is not putting the same level of support as they are with the usage of drones. She would like to see that all faculty be provided with the equipment to do their jobs.
- The Public Safety Department will be notified of the date/time when drones will be used.
- We do not want the public to have full access to use drones on District property due to the concerns mentioned above, how this is enforced will need to review.

Mr. Bailey will make suggested modifications to the policies and will send out to the Council via e-mail. These policies will bring back at the May 7, 2018 Council meeting.