



District Participatory Governance Council Minutes
Monday, September 17, 2018
SMCCCD Board Room

Members Present: Mitch Bailey (Co-chair), Leigh Anne Shaw (Co-chair), Monana Bathai, Grace Beltran, Kathryn Browne, Juanita Celaya, John Cuevas, Chris Gibson, Hyla Lacefield, Karen Pinkham, Megan Rodriguez Antone, Rich Rojo, Paul Rueckhaus, Mary Vogt, Jeremy Wallace, and Johnny Yang.

Members Absent: Jeri Eznekier and Mariegail Mijares

Others Present: Harry Joel, Aaron McVean, Karrie Mitchell, and Bernata Slater

1. Call to Order (Quorum)

The meeting was called to order at 2:17 p.m.

2. Statements from the Public on Non-Agenda Items

No statements made on non-agenda items.

3. Introduction of Members

Introductions by the Council were made among the Council Members.

4. Welcoming Remarks from Chancellor Galatolo

Mr. Bailey said that due to a conflict in scheduling, this agenda item would be moved to the October 1, 2018 Council meeting.

5. Action Items

A. Review and Recommend Edits (if needed) to DPGC Policy

(Reference handout BP 2.08 – District Participatory Governance Process)

As Co-Chairs of the DPGC, Mr. Bailey and Ms. Shaw's role is to make sure the Council members have an equal voice and work in a collegial and consultative manner. Mr. Bailey said the role of the DPGC is to advise the Board of Trustees, via the Chancellor, on policy and other governance issues that affect our District. The work that the DPGC does helps all of our students. The information discussed at DPGC meetings should be shared with all constituents.

Ms. Shaw reviewed the key elements of the BP 2.08 District Participatory Governance Process.

The DPGC makes decisions democratically by polling appointed members to determine if general agreement has been reached based upon the following levels of responses:

- a. I support the recommendation completely.
- b. I support the recommendation with reservations.
- c. I cannot support the recommendation.

The DPGC is a Brown Act Council, voting cannot be done by proxy; your constituency must designate a specific person to vote during the DPGC meetings.

A recommendation will be forwarded to the Chancellor when 60% of members are present at any one level.

In an effort to meet quorum for voting purposes, your attendance is important at DPGC meetings. If you are unable to attend a meeting, please contact Roxanne Brewer asap.

A question was brought forth to the Council regarding representation of the Classified Senates by CSEA. Ms. Celaya's understanding is that unless the Board of Trustees recognizes the Classified Senates as an official body, then CSEA has been designated to represent the Classified Senates. Mr. Joel said that it is part of the language in Ed Code 70901.2. The Council Co-Chairs will research this matter and will report back to the Council.

B. Review and approval of Minutes from March 5, 2018

The Council approved the minutes from the March 5, 2018 Council Meeting.

6. Informational Items

A. District Budget Update

(Reference: 2018/2019 Final Budget PowerPoint Presentation)

Mr. Bailey introduced Bernata Slater, Chief Financial Officer, who presented a PowerPoint presentation on the 2018/2019 Final Budget that was adopted by the Board of Trustees during their September 12, 2018 meeting.

B. Board Policies for Additional Review

During the October 1, 2018 Council meeting, Mr. Bailey will bring a full roster showing all of the District's policies; all policies have a 6-year review cycle.

Due to a lack of quorum during the April and May 2018 Council meetings, the following policies (listed under B), were not approved and will be brought back to the October 1, 2018 Council meeting.

Policies where changes are recommended, you will see a redline copy of the suggested changes. If there are no suggested changes, you will see a clean copy.

1. 2.36 – Use of Student E-Mail Addresses

Mr. Bailey said that the use of student e-mail addresses is 'a' tool rather than 'the' tool for communication to students.

Other changes were changes reflected in clarification in language.

A question was brought forth regarding item #6, *At the end of each mass e-mail sent, the student will be given the option to 'Unsubscribe' from the mass e-mail list*, this language has been redlined to ensure that students receive critical college announcements. We do not want students to unsubscribe from District e-mail addresses.

Ms. Rodriguez said that currently students can unsubscribe by disconnecting their my.smccd e-mail to their personal e-mail address. Mr. Rojo said that #3 lists mass e-mails topics that are

typically communicated to students. The Marketing Departments assist in facilitating and organizing messaging to students.

Ms. Mitchell said that within the Telephone Consumer Protection Act there is language around do not call lists, what we can say to students, etc.

2. **2.52 – Local Law Enforcement**
Changes reflected clarification in language.

C. Board Policies for First Review

Mr. Bailey said that no changes were recommended on the following policies. These policies (listed under C.), will be brought back to the Council during the November 5, 2018 Council meeting.

1. **2.03 – College Presidents**
2. **2.09 – Categories of Employment**
3. **2.10 – Selection Procedures**
4. **2.12 – Employee Rights and Protection, Domestic Partner Rights, and Whistleblower Protection**
5. **2.13 – Dissemination of Employee Information**
6. **2.15 – Collective Bargaining**

D. Notes from April 16, 2018 Meeting

E. Notes from May 7, 2018

7. Closing Remarks

No closing remarks.

Agenda Building

Public Safety – Invite Mr. Woods, Director of Public Safety.

Districtwide Strategic Plan – Invite Mr. McVean, Vice Chancellor of Educational Services and Planning, and Ms. Mitchell, Vice President, Planning/Research/Institutional Effectiveness.

8. Adjournment – 3:30 p.m.



District Participatory Governance Council Minutes
Monday, October 1, 2018
SMCCCD Board Room

Members Present: Mitchell Bailey (Co-chair), Monana Bathai, Grace Beltran, Kathryn Browne, Juanita Celaya, John Cuevas, Jeri Eznekier, Chris Gibson, Gabriela Topete Eng Goon, Karen Pinkham, Paul Rueckhaus, Mary Vogt, Jeramy Wallace, and Johnny Yang.

Members Absent: Mariegail Mijares, Megan Rodriguez Antone, Richard Rojo and Leigh Anne Shaw (Co-chair)

Others Present: Harry Joel, Aaron McVean, Karrie Mitchell, and Mwanaisha Sims

1. Call to Order (Quorum)

The meeting was called to order at 2:19 p.m.

2. Statements from the Public on Non-Agenda Items

No statements made on non-agenda items.

3. Introduction of Members

Introductions were made among the Council members.

4. Action Items

A. Review and Approval of Minutes from the September 17, 2018 Meeting

It was moved by Mr. Gibson and seconded by Ms. Bathai to approve the minutes of the September 17, 2018 meeting.

B. Board Policies for Final Review

1. 2.36 – Use of Student E-Mail Addresses

*BP 2.36 was presented for approval; polling resulted in all members at the (a) level (“I support the recommendation completely”) and the recommendations **will be forwarded** to the Board of Trustees for action.*

After discussion by the Council of BP 2.36, it was agreed to:

- Edit the title PIO to Director of Marketing and Community Relations (Public Information Officer).
- Edit language to reflect the following: E-mails sent by faculty and program staff, who are students that are members of their classes and programs, are not considered to be mass e-mails even if they exceed more than 100 students.

2. 2.52 – Local Law Enforcement

Questions/Comments by the Council and Guests:

- Where are the written agreements between the District and the local police/sheriff agencies for review? Mr. Bailey recommended talking with Bill Woods, Director of Public Safety.
- Item #1 - Should 5150 be included in the list?
- Do the written agreements include non-violent and traffic violations?
- Clery Act - Ms. Mitchell said the Clery Act requires specific reporting by local jurisdictions.

Mr. Bailey said that in May 2018, after finishing consultations with the constituent groups, the Board agreed with the following recommendations:

- Clarification of the role and mission of the Department of Public Safety.
- Reject the consultant recommendation to move to a sworn department; the Board agreed.
- Engage in additional conversation with local law enforcement to explore ideas on how to enhance safe campus environments.

Mr. Bailey said he would invite Bill Woods to the November 5, 2018 Council meeting.

The Council unanimously agreed to hold the policy for further review.

5. Informational Items

A. Board Policies for First Review

The following policies were presented, with noted comments/edits. Council members were asked to take the policies to their respective constituencies for review. These policies will be placed on the agenda for the next DPGC meeting for discussion and final approval.

1. 3.00 – Applicability of Chapter III Policies

Mr. Rueckhaus said that not all members are part of Bargaining Unit #1493 but all faculty members are covered.

2. 3.15 – Employee Requirements

No edits were recommended.

3. 3.30 – Pay Period for Faculty

A brief discussion was held noting that the policy does not mention summer employment.

4. 3.35 – Payroll Deductions

No edits were recommended.

B. Update on the District Strategic Plan

(Reference: District Strategic Plan - <https://smccd.edu/strategicplan/>)

Mr. McVean updated the Council on the District Strategic Plan (Plan).

The Plan was adopted in 2015 and was intended to be a 5-year plan guiding the efforts of the Districts. At the heart of the Plan is that students are first and are at the center of what we do; there is an intentional focus on this Plan. We are a community-supported District, we have greater flexibility on how we invest our resources; with that, comes a greater responsibility on how we spend those resources. As the Council looks at policies, sometimes policies are brought forward that are part of the implementation of the Plan that are helping us realize the tenets of the Plan. Mr. McVean said that we

do not want to lose sight of the connection of the policies and how they support the Strategic Plan in ensuring we are putting students first in our decision-making.

If your constituency group would like a presentation on the Plan, please contact Mr. McVean.

6. Closing Remarks

Mr. Bailey reminded the Council to share among the constituencies the four policies in 5A. These policies will be brought back to the November 5, 2018 Council Meeting for further discussion.

If you have major suggestions for changes, send them to Mr. Bailey and he will look at them and prepare for the Council to review.

7. Adjournment – 3:16 p.m.