



SAN DIEGO COMMUNITY COLLEGE DISTRICT

CITY COLLEGE – MESA COLLEGE – MIRAMAR COLLEGE – CONTINUING EDUCATION

DISTRICT GOVERNANCE COUNCIL MINUTES

October 7, 2015

Present: Beebe, Beresford, Bocaya, Bulger, Ellison (for Cortez), Fremland, Harris, Hsieh, Hubbard, Kovrig, Liewen, Luster, Manis, Maron, McMahon, Neault, Rogers (for Dowd), Schmeltz, Surbrook, Weinroth, and Chairperson Chancellor Carroll

Absent: Cortez, Dowd, Watkins

Guests: Barron, Keyser

1. **APPROVAL OF MINUTES**

The minutes of September 16, 2015, were approved.

2. **REVIEW OF BOARD AGENDA**

The agenda for the October 8, 2015, Board Meeting was opened for review by Chancellor Carroll. Each item was discussed and satisfied.

3. **ENTERPRISE RESOURCE PLANNING UPDATE**

Chancellor Carroll welcomed Kent Keyser, Director of Information Technology, and Assistant Director Keith Barron, PeopleSoft project manager, to provide an update on the PeopleSoft ERP project and to address concerns raised by academic senate presidents regarding the travel request/authorization process. The academic senate leadership asked whether the travel request/authorization process was fully online or still requiring hard copy forms. Through discussion it was discovered that each institution has its own approval process that occurs before entering the request into PeopleSoft. Chancellor Carroll asked that each institution clarify their process with their campus VPA to aid ongoing discussions.

Another concern was, in working with the interface, some found that it was not intuitive and asked that it be made more user-friendly. Mr. Keyser welcomed suggestions indicating that the primary goal was to complete the implementation. Following implementation, improvements can be prioritized and made as the software is customized to meet District needs.

Last, members asked where to seek help at each institution when needed and requested better communication during the transition to the new software. City College President Beebe offered the documentation and self-paced PeopleSoft User Productivity Kits developed by City's VPA Seher Awan, which will be distributed to all presidents and VPAs for review and possible further distribution.

Chancellor Carroll added that DGC concerns will be addressed at the next Chancellor's Cabinet meeting.

4. INTEGRATED PLANNING FRAMEWORK MODEL

Vice Chancellor Neault passed out a revised districtwide Integrated Planning model that incorporated previous feedback from various DGC members. After discussion, the model was unanimously approved by the Council. Dr. Neault said that she is still working with Chancellor's Cabinet on the planning calendar and would send the framework out once final.

5. THREAT ASSESSMENT TASK FORCE UPDATE

Vice Chancellor Neault reported that the next steps are to schedule a meeting with the Chief of Police to discuss recommendations from the task force committee, and then to bring back a refined update to DGC for further discussion.

6. SAFETY CONCERNS ON CAMPUS

Discussion regarding safety concerns was reopened after initial suggestions at the DGC meeting on September 2, 2015, including the suggestion to require badges for visitors which Vice Chancellor Manis indicated would not be practical given our open campus environment and resource constraints. College presidents gave updates on efforts from each campus and discussion continued regarding safety issues districtwide. This issue will be reviewed next by the Chancellor's Cabinet before it is brought back to the DGC for further discussion.

7. BASIC SKILLS INITIATIVE

Vice Chancellor Bulger, chair of the committee to determine basic skills levels, asked that academic senate presidents send recommendations for additional members to her as she is now forming the committee.

8. STRATEGIC PLANNING COMMITTEE

Vice Chancellor Bulger gave an update on progress forming the Strategic Planning Committee, saying that representatives are being added from certain areas, e.g., student services, to improve functionality of the committee. The updated membership list will be brought back at a future meeting.

9. ACADEMIC CALENDARS

Vice Chancellor Neault shared copies of 2016-2017 proposed Academic Calendars for the colleges and Continuing Education. She highlighted the addition of a 4-week intersession during the month of January 2017 to meet student demand in high impact courses that would fit the accelerated format, particularly in general education. She noted that according to previous research, the intersession would stand alone and not draw students away from Spring enrollment. The proposed Continuing Education calendar was also reviewed with the normal post Labor Day start date. A vote was taken and the calendars were unanimously approved by the DGC.