



SAN DIEGO COMMUNITY COLLEGE DISTRICT

CITY COLLEGE – MESA COLLEGE – MIRAMAR COLLEGE – CONTINUING EDUCATION

DISTRICT GOVERNANCE COUNCIL MINUTES

January 20, 2016

Present: Arancibia, Beebe, Beresford, Bulger, Cortez, Davis (for Larson), Fremland, Gallagher (for Surbrook), Harris, Hsieh, Hubbard, LeDuc (for Kovrig), Luster, Mahler, Manis, Maron, McMahon, Neault, Rogers (for Dowd), Watkins, Weinroth, and Chairperson Chancellor Carroll

Absent: Dowd, Kovrig, Larson, Schmeltz, Surbrook

Guests: Kent Keyser

1. **APPROVAL OF MINUTES**

The minutes of December 2, 2015, were approved.

2. **REVIEW OF BOARD AGENDA**

The agenda for the January 28, 2016, Board Meeting was opened for review by Chancellor Carroll. Each item was discussed and satisfied.

3. **STATE BUDGET UPDATE**

Chancellor Carroll shared highlights from the Governor's budget proposal for 2016-17, bringing good news for community colleges, including a 0.47% COLA and 2% growth funding with a total increase for the SDCCD of \$18.7 million. She mentioned that some of the funding allocated to the State Chancellor's Office has not yet been dispersed and that districts will compete to receive those funds. She stated that advocacy goals to increase funding will be pursued until the May Revision is released.

4. **ADMINISTRATIVE PROCEDURE 6551**

Kent Keyser, Director of Information Technology, explained the administrative procedure regarding email retention in order to satisfy disaster recovery procedures and because some emails are subject to the same legal procedure rules as hard copy records, emails will be retained for 30 days. The procedure documents the existing process and codifies it to follow policy requirements. After discussion, members were in agreement with the language for this new procedure.

5. **STUDENT SERVICES POLICES AND PROCEDURES**

Vice Chancellor Neault brought two Student Services policies with procedures for review explaining that revisions were made to align with current case law as required by the Office of Civil Rights (OCR). The first was BP 3100 - Student Rights, Responsibilities, Campus Safety and Administrative Due Process. The second was BP 3105 - Academic Accommodations and Disability Discrimination for Students with Disabilities. After discussion, Dr. Neault indicated that notice will be sent to all faculty from DSPS to explain changes to procedures for service animals in the classroom.

6. STUDENT VOTER REGISTRATION

Vice Chancellor Neault handed out the proposed schedule of the voter campaign for this year, with events and activities at each of the colleges and Continuing Education, as well as districtwide opportunities for students to register. As suggested, she will add the option for students to mail in their registration along with all of the online and on-campus options.

7. HCM ABSENCE REPORTING

Rob Fremland opened discussion about the new human resources system, Human Capital Management. He said that the transition has been smoother than it was with the finance module and attributes the success to improved communications about the process and the system as a whole.

8. BLASKER FOUNDATION PROJECT

Chancellor Carroll discussed a proposal from The San Diego Foundation/Blasker Foundation to develop a pipeline for the SDCCD, San Diego State University, and the University of California, San Diego, involving the STEM (Science, Technology, Engineering, and Math) disciplines. Chancellor Carroll asked that each of the presidents submit a brief description of their programs related to the STEM disciplines in preparation for participation in this project.

9. COLLEGE PROMISE CAMPAIGN

After initial discussions by the DGC and the Chancellor's Cabinet, Vice Chancellor Neault handed out a summary of preliminary ideas and considerations for an SDCCD College Promise program. Some of the considerations for the pilot program include using a small contingency of local high school graduates and GED completers; requiring a GPA of 2.0 to make it more accessible to those in need; and to construct the program as a last dollar contribution after students have exhausted all financial aid options. If the pilot is successful, as it has been elsewhere throughout the nation, then the program can be expanded.

Dr. Neault mentioned that the Textbook Affordability Task Force, a subcommittee of the DGC, will meet to discuss strategies for addressing the high cost of textbooks and other instructional materials to augment this program. A status report on textbook affordability is scheduled to go before the Board of Trustees in March.

Adjourned 4:27 p.m.

Chancellor's Office & Board of Trustees