



SAN DIEGO COMMUNITY COLLEGE DISTRICT

CITY COLLEGE – MESA COLLEGE – MIRAMAR COLLEGE – CONTINUING EDUCATION

DISTRICT GOVERNANCE COUNCIL MINUTES

September 7, 2016

Present: Akers, Bell (for Hsieh), Beresford, Bocaya, Bulger, Cortez, Dowd, Fremland, Hubbard, Kovrig, Larson, Luster, Manis, Neault, Payne, Surbrook, Watkins, Weinroth, Whisenhunt, and Woods

Absent: Hsieh, Mahler, McMahon

Guests: Griffin, Lieber, Perigo

1. **APPROVAL OF MINUTES**

The minutes of August 17, 2016, were approved.

2. **REVIEW OF BOARD AGENDA**

The agenda for the September 8, 2016, Board Meeting was opened for review by Executive Vice Chancellor Dowd. Each item was discussed and satisfied.

3. **STATE BUDGET UPDATE**

Executive Vice Chancellor Dowd updated the council on the 2016-17 budget that will be considered for adoption by the Board of Trustees at its meeting on September 8, 2016.

4. **REVIEW OF BOARD OF TRUSTEES POLICIES AND PROCEDURES**

Executive Vice Chancellor Dowd opened discussion on proposed Board policies and administrative procedures intended to align with the Community College League of California policy and procedure service templates to better comply with accreditation requirements. Concerns were raised about some of the recommended changes and it was suggested that a small work group be formed for deeper discussion. Vice Chancellor Neault agreed to facilitate the discussion and will send out information to the senate presidents regarding meetings. Dr. Dowd asked all members to review proposed revisions to policies and procedures and bring back suggestions to the next DGC meeting for further discussion.

5. **PEOPLESOFT UPDATES**

Executive Vice Chancellor Dowd reported that a new simplified Travel Authorization (TA) form has been created by Information Technology Services and is now available in the PeopleSoft portal, which has been well-received by users. She also reported that Purchasing and Contract Services has created and posted on their website an operations manual related to purchasing functions, complete with screen shots to support staff throughout the District. She also announced that a PeopleSoft newsletter has been created and was recently distributed districtwide, and encouraged everyone to participate in some of the opportunity drawings noted in the newsletter.

6. REVIEW OF STUDENT SERVICES POLICIES AND PROCEDURES

Vice Chancellor Neault explained minor revisions to Student Services policies and procedures, part of a comprehensive 6-year review to align with legal and accreditation requirements.

Dr. Neault asked that any suggestions or concerns be sent to her via email or brought to the next DGC meeting.

7. MOA/MOU PROCESS

Vice Chancellor Bulger opened discussion on development of a District process for acceptance of MOA/MOUs, which included an early review and approval by college presidents before moving on to articulation officers and vice presidents of instruction. Academic senates indicated that they have been working on a process which will be ready for review later in the fall. This topic will come back to DGC then.

Adjourned 4:35 p.m.

Chancellor's Office & Board of Trustees