

Yosemite Community College District

**District Council Meeting Minutes**

Gene Bianchi Community Center, Conference Room 1

April 25, 2018

**Members Present:** Angela Fairchilds, Erin Naegle, Curtis Martin, Allan McKissick, Debbi Partridge, Jim Sahlman, Jill Stearns, Henry Yong, Wendy Long

**Members Absent:** Klaus Tenbergen, Pedro Rodriguez

**Other's Present:** Al Alt, Coni Chavez, Gina Leguria, Melissa Raby, Brian Sanders, Sarah Schrader, Trevor Stewart, James Todd, Susan Yeager, Jennifer Zellet, Graciela Molina (recorder)

Meeting called to order at 3:14 p.m. in Oakdale at the Gene Bianchi Community Center, Conference Room 1.

**1. Approval of Minutes of the Meeting of March 28, 2018 – Henry Yong**

A motion to approve the minutes of the meeting of March 28, 2018, was made by Jill Stearns and seconded by Debbi Partridge. District Council (DC) members approved the minutes with a vote of all in favor.

Ayes: (9) Angela Fairchilds, Erin Naegle, Curtis Martin, Allan McKissick, Debbi Partridge, Jim Sahlman, Jill Stearns, Henry Yong, Wendy Long

Nayes: (0)

**2. Public Affairs – Coni Chavez**

**a. Board Policy – 2<sup>nd</sup> Reading**

- 1. 6400: Financial Audits
- 2. 6850: Hazardous Materials
- 3. 7125: Verification of Eligibility for Employment
- 4. 7232: Classification Review
- 5. 7310: Nepotism
- 6. 7330: Communicable Disease
- 7. 7336: Certification of Freedom from Tuberculosis
- 8. 7-8037: Duties of Employees
- 9. 7-8053: Position Classification Plan
- 10. 7-8059: Workweek

District Director of Public Affairs Coni Chavez mentioned the policies up for 2<sup>nd</sup> Reading review. Clarifications were provided for BP 6850 and BP 7-8059. CSEA President Debbi Partridge mentioned that current negotiations are underway that relate to BP 7232; District Council agreed to postpone this policy approval until the fall. These policies will be moved to the Board for a 1<sup>st</sup> Reading, with the exception of BP 7232.

**b. Board Policy – 1<sup>st</sup> Reading**

- 1. 4026: Philosophy and Criteria for International Education
- 2. 4225: Course Repetition
- 3. 4227: Repeatable Courses
- 4. 4228: Course Repetition – Significant Lapse of Time
- 5. 4229: Variable Units Open Entry/Open Exit Course Repetition
- 6. 4236: Advanced Placement Credit

7. 4260: Prerequisites and Corequisites
8. 4-8059: Open Classes
9. 4-8060: Schedule of Classes
10. 4-8061: Library Acquisitions
11. 4-8062: Evaluation of Instructional Programs
12. 4-8063: Complaints Concerning Instructional Materials
13. 4-8065: Syllabus
14. 4-8066: Nondiscrimination in Instruction
15. 4-8067: Sectarian, Partisan, or Denominational Teaching
16. 4-8070: International Education

District Director of Public Affairs Coni Chavez mentioned the policies up for 1<sup>st</sup> Reading review. There was no comments or questions regarding Board Policy. DC members agreed to provide feedback via email by May 4, in lieu of meeting during the summer for a 2<sup>nd</sup> Reading. These policies would then be moved to the Board for a 1<sup>st</sup> Reading, unless a request to pull a particular policy for further discussion is made.

**3. Columbia College Presidential Search – Henry Yong**

Chancellor Yong reported that the Executive Team met with the two finalists. He is awaiting final survey responses and is seeking to make a final decision by the end of the week. Once again, he thanked the individuals who served on the search committee.

**4. MJC Presidential Search – Henry Yong**

Chancellor Yong informed DC members that the MJC Presidential Search application period is still open. He expressed appreciation for those who have begun their service on the search committee.

**✓5. ACCJC Recommendation Update – Total Cost of Ownership (TCO) Facilities and Technology – Brian Sanders**

Brian Sanders, Vice President of Instruction and Accreditation Liaison Officer (ALO) for Columbia College, requested the discussion item seeking update on timeline regarding the TCO related to Information Technology and Facilities.

✓ With respect to accreditation, Chancellor Yong mentioned TCO documents have been sought from those colleges/districts who have passed Bonds. Susan Yeager, Vice Chancellor Fiscal Services, mentioned the emphasis previously was on having a Facilities Master Plan tied to the Educational Master Plan; currently, they become of interest when discussing the dropping and replacing of buildings, thus our costs of ownership. Fiscal Services is looking at a range of sample documents, in search of creating a document that is beneficial and can be used as a decision making document. The goal is to have the Facilities portion ready for participatory review in September. Dr. Yeager is gathering together a district-wide Fiscal and Facilities Committee to assist with prioritization. As for the Information Technology portion of the TCO, it was mentioned that IT staff are gathering information under the direction of Vice Chancellor Roger Clague.

Leading into the discussion in Item 7, on the agenda, it was mentioned that efforts will be made during the summer to ensure communication flow to constituency leadership on the certain milestones reached in the process. Columbia College mentioned they have set a communications plan for the summer.

This is an ongoing process, as part of accreditation. Transparency throughout the District, in support of our students.

**6. 2018-2019 DC Meeting Schedule – Henry Yong**

District Council members received the proposed DC meeting schedule for FY 2018-19 that included dates beginning July 2018 through April 2019. It was proposed to change the August meeting date in light of conflicts with Institute/In-Service; the membership agreed to reschedule to August 15.

DC meeting dates for the calendar year 2018-2019 will be:

- 2018: July 25, August 15, September 26, October 24, November 28, December 19
- 2019: January 23, February 27, March 27, April 24

**7. ACCJC District Recommendation 2 – Improving Effectiveness and Transparency – Erin Naegle**

Columbia College Academic Senate President Erin Naegle, in follow-up to the TCO discussion, inquired about communication and transparency during the development process. Dr. Yeager reported industry standards will be used to create the TCO document. The Colleges will use its governance process to review drafts, provide input, and steer direction, as needed. She mentioned that one item to address, is how the document will be used over time.

The responsibilities of DC membership to communicate discussion and action taken at the DC meetings back to their represented organizations was mentioned. Also, having information available on a website was supported, all agreed for greater transparency.

**8. Other Business**

a. **Presentation of Certificates** – Chancellor Yong mentioned that for a few members, this would be their last DC meeting. He recognized the outgoing members, listed below, with a Certificate of Appreciation for their service on the District Council.

- Angela Fairchild, 2014-2018
- Erin Naegle, 2017-2018
- Debbi Partridge, 2016-2018
- Pedro Rodriguez, 2017-2018 (*not present*)
- Jill Stearns, 2012-2018

**The District Council meeting adjourned at 4:14 p.m.**