



**District Participatory Governance Council (DPGC)
Meeting Minutes
February 3, 2020 | 2:15 p.m.
District Office – Board Room**

Members Present:

Aaron McVean (Co-Chair), Jeramy Wallace (Co-Chair), Grace Beltran, Kate Browne, Juanita Celaya, Cherie Colin, Nathan Jones, Richard Rojo, Arielle Smith, Diana Tedone, Valerie Tyler, Jonathan Wax, and Andrew Young

Members Absent:

Tony Burrola, Jordan Chavez, Alejandro Guzman, Megan Rodriguez Antone, Karolyn Paz-Rubio, Karen Pinkham and Jade Shonette

Other Present:

Roxanne Brewer (Recorder)

1. Call to Order/Establish Quorum

The meeting was called to order at 2:30 p.m.

2. Statements from the Public on Non-Agenda Items

No statements were made on Non-Agenda Items.

3. Action Items

A. Approval of Minutes from November 4, 2019 Meeting

It was moved by Ms. Browne and seconded by Mr. Wax to approval of the minutes of the November 4, 2019 meeting with one correction, removing the date of *May 2, 2016* to *November 4, 2019*. The agenda was modified and a motion passed unanimously.

4. Information Items

A. Board Policies for First Review:

2.27 – Policy on Smoking

Suggested edits:

In the first paragraph, last sentence, change the wording to read, 'To achieve this goal, the District *should be* A "Smoke-Free" *environment*.

Questions and comments brought forth by the Council:

Who is going to enforce this policy?

Should this change be included in the Student Code of Conduct Disciplinary process?

Communication will need to be sent out Districtwide, including change in signage.

In Item #3, consider delineating previous designated smoking areas.

Dr. McVean will discuss questions and comments with the Chancellor's Cabinet.

2.35 – Use of District Communications Systems

Suggestion was made to update the policy to include several methods of communicating such as texting, social media, electronic signage, broadcasting, loud speakers, and emergency communication systems - situational basis. For exemptions, reference BP 2.36.

Review BP 2.36 - Policy on Use of Student Email Addresses. (Has not gone to the Board)

Item #5 – Include Academic and Classified Senate, Equity Institute (Should we spell out who should have access regarding List Serves, granting use?)

Item #6 – remove Executive Vice Chancellor

Item #7 – Student E-Mail – Ms. Brewer will send out the last marked up BP 2.36 to the Council.

4.40 – Continuation of Employment

Add: to Policy References the Education Code Section 88017.

A suggestion was made to add language regarding a probationary period – Employees not in a classification.

B. Board Policies for Second Review:

It was moved by Ms. Smith and seconded by Ms. Beltran to change agenda item, B. Board Policies for Second Review to B. Action Items. The agenda was modified and a motion passed unanimously.

*The following board policies were 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.*

1.01 – District Mission

Ms. Smith reviewed the suggested changes to BP 1.01. REF: Redlined copy.

Under the paragraph labeled, Preamble, a suggestion was made to change the sentence from ‘.....District is dedicated to maintaining a climate of academic freedom *‘and ensure.....’* to read ‘.....District is dedicated to maintaining a climate of academic freedom *‘to ensure.....’*

The Council unanimously agreed to remove the words *‘and technical’* from the 3rd bulletin point under the paragraph titled Mission.

1.05 – Student Trustee

3.35 – Payroll Deductions (Faculty)

4.35 – Payroll Deductions (Staff)

6.01 – Philosophy and Purpose

6.45 – Field Trips and Excursions

Discussion was held by the Council regarding BP 6.45, Item #8 – Should field trips and excursions, that are not approved, be taken to Academic Senate?

A vote was taken and the motioned passed with 4-Council members voted with reservations (middle thumb sideways).

*The following board policy was presented for approval, after discussion, it was agreed that the following policy **will not be forwarded** to the Board of Trustees for action at this time.*

3.30 – Pay Period for Faculty

Ms. Smith – Read an e-mail to the Council from David Feune regarding pay periods for faculty.

There were three concerns:

- There would be a large amount of testing to take place in Banner for payroll to be paid on a 10 month basis vs. a 12 month basis, along with proper reporting for retirement.
- Banner may not be able to grandfather former employees into a 10 month vs. 12 month payroll.
- CalSTRS is making changes to their file reporting and there will be file testing throughout 2020.

Some faculty would like to see an option to select a 10 month or a 12 month payroll. There are also some unique classifications for Classified Employees, i.e. 11-month employees.

The Co-Chairs will do additional research on this topic and bring back to the Council.

5. Closing Remarks/Agenda Building

Agenda Building:

Ms. Brown brought forth a conversation regarding the Administrative Evaluations.

- How are the 360 degree evaluations done? Where does the Academic and Classified Senates go next to learn about the process?
- How we get evaluated is a measure of our professionalism. In the interest of collegial consultation, we should be on the same page; the same logic doesn't apply to all evaluations.
- Would like to look at policy and procedures. (REF: BP 5.16, Item #3)
- It may be the consistency of the application of the process.
- Would like a more robust and equitable process.

Mr. McVean will bring the application of inconsistencies to the Chancellor's Cabinet. Tenure under a contractual (union) agreement vs. an Administrator who is hired under a 3-year contract is different.

A brief discussion was brought forth regarding Administrative Procedures. The question was brought forth regarding who is looking at the Administrative Procedures and what if there is a mismatch in policy and the procedure.

Mr. McVean said the discussion about an Administrative Procedure can start anywhere; ultimately, Administrative Procedures go through VP Council and then to the Chancellor's Cabinet for approval.

Ms. Brown would like to bring back the topic on reviewing Administrative Procedures.

Mr. Wallace would like BP 6.25 and BP 6.38 to be discussed – speakers on campus. There are concerns about the hoops a staff member needs to go through to get a speaker on campus. Mr. McVean agreed that there have been challenges; we need to be aware of the new changes to the law regarding AB5 and other contractual processes we are required to go through.

6. Adjournment – 4:29 p.m.