



District Participatory Governance Council (DPGC)

Meeting Minutes

October 7, 2019 | 2:15 p.m.

District Office – Board Room

Members Present:

Aaron McVean (Co-Chair), Jeramy Wallace (Co-Chair), Grace Beltran, Kate Browne, Tony Burrola, Juanita Celaya, Jordan Chavez, Nathan Jones, Karolyn Paz-Rubio, Karen Pinkham, Megan Rodriguez Antone, Richard Rojo, Jade Shonette, Arielle Smith, Diana Tedone, Valerie Tyler, Jonathan Wax, and Andrew Young

Members Absent:

Cherie Colin and Alejandro Guzman

Others Present:

Roxanne Brewer (Recorder) and Mike Claire (Interim Chancellor)

1. Call to Order/Establish Quorum

The meeting was called to order at 2:19 p.m.

2. Statements from the Public on Non-Agenda Items

No statements made on non-agenda items.

3. Introduction of Members

Introductions were made by the Council Members.

4. Welcoming Remarks from Interim Chancellor Claire

Interim Chancellor (IC), Mike Claire, expressed the importance of the DPGC and thanked the members for their service on the Council. IC Claire thanked Dr. McVean and Mr. Wallace for their willingness to chair the Council this year and VC Bailey and Ms. Shaw for their service in 2018/2019.

5. Opening Remarks from Co-Chairs and Review of District Participatory Governance (DPGC) Roles and Responsibilities

Mr. Wallace said the DPGC is the primary way for constituents to lend their voice on policies; DPGC has a strong voice for students, staff, faculty, and administrators. He also said that DPGC is an important Council and hopes everyone embraces the importance of this work.

Dr. McVean said various policies are reviewed by the DPGC and each council member represents a constituency; in an effort to set the tone, he encouraged members to feel free to speak up and share thoughts. Dr. McVean said some policies would be more relevant to a particular constituency group than others would; keeping in mind, we have a purposeful process. The policies that are recommended from DPGC are passed along to the Chancellor who the

recommends them to the Board of Trustees. The Board's role is to oversee and implement the policies of the District.

A. Review of DPGC Policy

The Council read BP 2.08 District Participatory Governance Process; clarification was given when needed.

The Council agreed to vote using the thumb method.

- Thumbs Up – I support the recommendation completely
- Thumbs Middle – I support the recommendation with reservations
- Thumbs Down – I cannot support the recommendation

Clarification was made that the Council reviews, votes, and make recommendations on policies; the Council does not vote on administrative procedures. Discussion was held regarding reviewing procedures and historical practices; it was decided that if there is a need to look at a procedure, the members of the Council might review the procedure. If there is a procedure that needs updated or a policy without a procedure, DPGC may recommend to the Chancellor to create or update a procedure.

Mr. Wallace recommended that in the SMCCCD Policy Review Matrix to add a column that shows the procedure number that is related to the policy.

6. Action Items

- A.** Approval of Minutes from May 6, 2019 Meeting
The Council approved the May 6, 2019 minutes.

7. Informational Items

- A. Review of Board Policy Review Matrix**
Typically polices are reviewed every 6 years.

The Council Chairs check with Mr. Bailey on the status of the following Board Policies:

- 1.05 – Student Trustee
- 2.26 – Drug-Free Workplace and Educational Environment
- 2.36 – Policy on Use of Student Email Addresses
- 3.30 – Pay Period for Faculty
- 3.50 – Suspension and Dismissal
- 4.45 – Dismissals and Disciplinary Action – Classified Employees
- 6.04 – Minimum Class Size Guidelines
- 6.05 – Academic Calendar
- 6.12 – Definition of Credit Courses

B. Board Policies for First Review

1. 1.01 – District Mission
Dr. McVean asked that the Council take this policy back to their constituents to see if there are any areas for improvement. This is the year that the District Strategic Plan is being reviewed and the review of the Mission is part of that process.

2. 6.01 – Philosophy and Purpose

Dr. McVean asked that the Council take this policy back to their constituents to see if there are any areas for improvement. This is the year that the District Strategic Plan is being reviewed and the review of the Philosophy and Purpose is part of that process.

If a constituency group has a concern or question on a policy, discussion with the co-chairs is encouraged.

C. District Strategic Plan Update

In 2015 the District Strategic Plan developed a District Strategic Plan, during the October 10, 2019 Board Study Session, a presentation will be given on the current plan. A report on the plan is available within the Board Packet. The plan has been used by the Board as a tool to guide the District, such as with the allocations of Innovation Funds and guiding critical conversations on race, class, and gender equity. A Steering Committee has been formed and will look at updates and modifications to the plan based on changes in the last 5-years. Discussions will be held with the various constituencies regarding the plan.

8. Closing Remarks/Agenda Building

It was recommended that the District Administrator in charge of policies to draft a tentative schedule as to when policies will be reviewed. As needed, the Council may recommend policies to the co-chairs to consider adding to the cycle.

The next DPGC meeting will be held on November 4, 2019.

9. Adjournment – 3:23 p.m.