



District Participatory Governance Council Minutes
Monday, October 2, 2017, 2:15 p.m.
SMCCCD Board Room

Members Present: Co-Chairs Mitch Bailey, Co-Chair Leigh Anne Shaw (via phone), Anya Arnold, Melina Boyd, Kathryn Browne, Peter Bruni, Riley Colby, Jeri Eznekier, Michele Hagggar, Teeka James, Luis Mendez, Alfredo Olguin, Jr., Megan Rodriguez Antone, Diana Tedone, and Jeramy Wallace

Members Absent: Juanita Celaya, John Cuevas and Andreas Wolf

Others Present: SMCCCD Board President Tom Mohr, Executive Vice Chancellor Kathy Blackwood, Interim Vice President for Planning and Research Aaron McVean

Recorder: Roxanne Brewer

1. Call to Order (Quorum)

The meeting was called to order at 2:15 p.m. followed by a moment of silence in recognition of those affected by the Las Vegas tragedy and recent hurricanes.

2. Statements from the Public on Non-Agenda Items

No statements made on non-agenda items.

3. Introductions of New Council Members

Introductions were made among the Council members.

4. Review DPGC Policy

(Reference handout BP 2.08 – District Participatory Governance Process)

Mr. Bailey and Ms. Shaw's role is to make sure the Council members have an equal voice and work in a collegial and consultative manner. Mr. Bailey said the role of the DPGC is to advise the Board of Trustees, via the Chancellor, on policy and other governance issues that impact our District. The work that the DPGC does helps all of our students. The information discussed at DPGC meetings should be shared with all constituents.

Board of Trustee President Tom Mohr was introduced to the Council. Mr. Bailey said that President Mohr is an inspiration to San Mateo County Community College District and his lifetime commitment to education and supporting students of this County is immeasurable. When talking with President Mohr, it always comes down to how will a decision or action impact our students and is the decision or action the right thing to do.

President Mohr briefly spoke to the Council expressing that in his 50 years in the County, he hasn't seen another time where Board direction and policy is so important. The Board is paying close attention to the District's Strategic Plan and the gathering of data to determine that those goals are productive and being met. President Mohr said another area we should all be proud of is the position the Board has taken on race, class, and privilege.

Mr. Bailey reviewed BP 2.08 – District Participatory Governance Process. The focus of the Council is on policies not procedures. Ms. James said that while the Council looks at policies, she felt it would be a good idea to weigh in on procedures especially where student voices are important; President Mohr agreed.

In referencing policy gaps, President Mohr said that our District does not have a policy and procedure in place regarding communication when an incident occurs.

Mr. Bailey said the policy process continues to be refined, and now policies have District executive staff “owners” who are assigned to each Board policy and is responsible for reviewing and providing recommended updates to policies. Mr. Bailey is working on a better communication mechanism for informing updates to procedures. Council members can e-mail Mr. Bailey or Ms. Shaw if they have any concerns regarding a procedure. Also, feel free to e-mail agenda building subjects.

Ms. Blackwood said there are many procedures updated throughout the year, such as the Federal Mileage Rate that would not necessarily need to come to the Council for review.

Ms. Blackwood didn’t feel that the DPGC should develop the procedure on discipline. She suggested that a committee be put together that consists of the Vice Presidents of Student Services (VPSS), faculty, and students to work on discipline procedures. Mr. Bailey said procedures are developed by staff with subject matter expertise and operational responsibility.

Ms. Browne said that BP 2.08 – District Participatory Governance Process #6 states, *‘The purpose of the DPGC is to advise the Board of Trustees through its designee, the Chancellor, on the following matters.’ #6g states ‘Board policies that directly affect faculty, staff, and students of the District, as determined by the District administrator responsible for Board Policies, in conjunction with the DPGC co-chairs. All other Board policies will be brought to the DPGC as information items.’*

Ms. Browne felt it is important to bring issues to DPGC so that the right people can look at the policies but it is the procedures that everyone uses as a guide. Mr. Bailey said he would like to keep the Council focused on policies, as that is within the group’s charge, but recognizes there are areas of improvement in communicating about procedures; this topic is a priority to him.

President Mohr noted that he felt procedures regarding student discipline should be reviewed with students so that fairness, justice, and completion is as extensive as it is with the faculty.

5. Review and Approval of Minutes from the May 1, 2017 Meeting

It was moved by Ms. James and seconded by Ms. Browne to approve the minutes of the March 6, 2017 meeting. One correction in agenda item #7d, replace the name *Mr. Mitchell* with *Mr. Bailey*. The motion passed with all members voting Aye.

6. Informational Items

a.) District Budget Update

(Reference Ms. Blackwood’s PowerPoint presentation, 2017/2018 Budget – Will be posted on the DPGC SharePoint site)

Ms. Blackwood updated the Council regarding the 2017/2018 Budget Assumptions-General Fund.

b.) Public Safety Study Process Update (Campus Safety Committee)

Ms. Blackwood said a draft of the Margolis-Healy Campus Safety Report is completed but it has not been finalized because it did not include, among other things, an option to explore contacting out police services to the local law enforcement agencies. Bill Woods, Director of Public Safety, is currently in the process of gathering proposals from the City of San Bruno, the City of San Mateo, and the San Mateo Sheriff's Office.

In the coming months, the Campus Safety Committee will hold public forums which to discuss a staff report with recommendations that will be informed by the Margolis-Healy report, and proposals and feedback from local law enforcement agencies.

A concern was brought forth regarding a recent lockdown on campus; Ms. Blackwood said to go to your Public Safety Office on your campus or contact Bill Woods with any concerns. Mr. Bailey said that a list of Public Safety Chiefs and Director of Public Safety will be posted on the DPGC SharePoint site.

- c.) District Procedure Prohibiting Travel to States with Discriminatory Laws against Lesbian, Gay, Bisexual and Transgendered Individuals (*Reference Travel Procedure Language and Travel FAQ Handouts*)

Mr. Bailey updated the Council regarding the District's Procedure Prohibiting Travel to States with Discriminatory Laws against Lesbian, Gay, Bisexual and Transgendered Individuals. Currently there are eight states identified that have such discriminatory laws; as a result, in solidarity with the State Chancellor's Office, no State or District funding can be used for domestic business travel to the states identified. The California Attorney General will update the list as necessary.

Mr. Bailey asked the Council for feedback regarding Travel Procedure and Travel FAQ language regarding this issue.

Council discussion included:

- Information will be distributed to the VPA Offices, Human Resource Committees, and all constituent groups.
- Mr. Bailey has prepared a statement to send to organizations that may want to hold their conferences in one of the eight states that still have discriminatory laws. This statement will be posted on the DPGC SharePoint site.
- Concerns were brought forth regarding global discrimination and injustices, as well as, recruitment from those states.
- Praise was given to the Board for their leadership regarding this topic.
- Ms. James would like to see gender added to the race, class, and privilege list.

- d.) DACA Resolutions from the Board of Trustees
(*Please reference Resolution 17-1 Undocumented students and Resolution 17-12 DACA*)

Mr. Bailey updated the Council regarding Resolution No. 17-1 and 17-12, noting the leadership of the Board on outlining the District's support for undocumented students and their families. He reinforced that the District is a welcoming place for all students to learn and thrive and that no student, as reinforced by these resolutions, should fear coming to our campuses to pursue their educations. These resolutions will be added to the DPGC SharePoint site along with the letters to the delegation.

- e.) Schedule of Policies to be Reviewed

The Schedule of Policies are policies we will be reviewing over the next six (6) years. The Council will review updated policies at each meeting.

7. Board Policies for First Review

The following policies were presented, without any recommendations for edits. Council members were asked to take the policies to their respective constituencies for review. These policies will be placed on the agenda for the next DPGC meeting for discussion and final approval.

- a.) **2.30 – Political Activity**
- b.) **6.18 – Credit by Examination**
- c.) **6.24 – Articulation**

It was noted that clarification was needed regarding voting on Chapter 6 policies; should these be informational only documents?

8. Closing Remarks/Agenda Building

Agenda Building

- Updates by Aaron McVean, Interim Vice President, Planning/Research/Institution Effectiveness, regarding the District Strategic Plan (Metrics and Goals)
- Procedures
- Free Tuition (Promise Program)

9. Adjournment – 3:54 p.m.