



West Valley - Mission
Community College District

DISTRICT COUNCIL - APPROVED SUMMARY OF THE FEBRUARY 22, 2016, MEETING

Present	District Council Member	Representing:
X	Bennett, Rick for Peck, Daniel	Administrator, MC President
	Kinley, Laurel for Ceresa, Melissa	Classified, Classified Senate President, WVC
	Chim, Ngoc	(non-voting) Director of Fiscal Services
X	Abdeljabbar, Wael	Faculty, Mission College
X	Davis, Brad	Administrator, WVC President
X	Farnsworth-Ryan, Cheryl	Administrator, District Administrative Services Representative
X	Hou, Erik	Student, Associated Student Government President, MC
X	Johnson, Tracy	(non-voting) Recorder
X	Maduli, Ed	(non-voting) Vice Chancellor, Administrative Services
	McGowan, Sean	Classified, District Administrative Services Representative
X	Lopez, Maria	Classified, WVMCEA President
X	Moore, Albert	(non-voting) Facilitator, and AVC of Human Resources
X	Pape, Eric	Faculty, Academic Senate President, WVC
X	Denne, Mike	Classified, Classified Senate President, MC
X	Schmitt, Patrick	(non-voting) Chancellor
	Sebo, Johnathan	Student, Associated Student Organization President, WVC
	Sobczyk, Joanna	Student Representative, Mission College
X	Wasserbauer, Ann Marie	Faculty, ACE President
	Williams, Debra	Administrator, Managers Association Representative
X	Winsome, Thais	Faculty, Academic Senate President, MC
	Vacant	Student, WVC
<u>Others</u>		

The meeting was called to order at 1:35 p.m. by facilitator Albert Moore.

1. Order of Agenda

Action taken: It was M/S/P (Abdeljabbar/Hou) to approve the Order of the Agenda.

2. Oral Communications

There were none.

3. Approval of the Minutes

Action Taken: It was M/S/P (Winsome/Farnsworth-Ryan) to approve the minutes of the February 8, 2016, meeting.

4. Review of the March 1, Draft Board Agenda

Chancellor Patrick Schmitt reviewed the draft March 1 Board Agenda with members. The Focus Topic of the meeting will be an update on the Implementation of the Banner ERP.

The Board will also appoint a Provisional Trustee to fill the vacancy in Trustee Area 7 left by the January resignation of former Trustee Chad Walsh, act on personnel transactions, hold public comment periods on ACE proposals to the District and District proposals to ACE in collective bargaining, and endorse Administrative Services' nomination of Gloria Guitierrez for the Board of Governors' Classified Employee of the Year.

5. Approval of Administrative Procedures, Chapter 6

Council members discussed Chapter 6 Administrative Procedures. Vice Chancellor Maduli explained that procedures do not go to Board for approval, but do come to District Council. All chapters of Board Policy were updated in 2012 and some have been revised since. These procedures have been undergoing development and review in the past two years or so.

Ann Marie Wasserbauer said that faculty, upon reviewing Procedure 6200 in February, were disconcerted to see that there is no longer any mention of the goal to have overall compensation at not less than number two in the Bay 10. In addition, Dr. Wael Abdeljabbar and Mr. Eric Pape do not remember discussing this at past Academic Senate meetings.

Mr. Maduli indicated it had been provided to the Senates and discussed more than a year ago. Mr. Rick Bennett indicated that he remembers a discussion at Mission College Academic Senate a number of months ago, and was able to verify that the item was on the Senate agenda for February 5, 2015. Mr. Bennett said the Fiscal Workgroup has also reviewed the procedures.

Mr. Maduli said that most Districts having compensation goal statements use the median rather a particular ranking. He noted that this would not preclude having total compensation at greater than median. Chancellor Schmitt said it is his goal to move salaries upward as far as reasonably and sustainably possible, while ensuring that the District complies with the 50% Law and remains in Community Support. There does, though, need to be a minimum listed in the procedures.

Ms. Winsome said that Senators do not recall discussion of the procedure changes, and asked that the item be continued to the next meeting to allow additional time for comments to come forward.

Chancellor Schmitt said that the item would be tabled to the next meeting. He asked that only substantive concerns be brought forward – no wordsmithing should be suggested. Comments should be forwarded to Mr. Maduli.

Action taken: It was M/S/P (Wasserbauer/Abdeljabbar) to table the item to the March 7, 2016, meeting to allow the constituencies to bring forward any substantive issues.

6. College Enrollment Update

Enrollment at both Colleges is on-target to meet enrollment goals, and each College expects to meet its goals.

7. Banner Implementation Update

Mr. Maduli reported that Fiscal Services' implementation continues to be right on-schedule for cut-over on July 1. The 2016-17 Tentative Budget will be loaded into the new system. In-depth training and testing will continue through April. Human Resources is working intensively on its business process mapping and planning for the move to Banner. Even though the Advancement module is not scheduled to go live until 2017, initial work is being done to convert the accounting for the Club Accounts.

8. Classification and Compensation Study Update

Mr. Moore briefly updated the group regarding the Classification and Compensation Study. All classification specifications have been loaded onto a website and these recommendations from the consultants are ready to view. A link has been sent out and all constituencies can see the classification recommendations. Regarding the compensation portion, all units have been provided with the results of the study. The initial time for review and responding to the results has been extended to February 29. Following that, the consultants will analyze the feedback received and provide compensation recommendations. All recommendations will follow the normal bargaining/meet and confer processes.

9. Other

1. Mr. Moore suggested that District Council have a future discussion regarding the most efficient method of reviewing and adopting procedure changes. When the Board updated policies in 2012, it removed much of what had really been procedure rather than policy. Not wanting to lose that language, though, it wanted much of it included in the procedures. This presents a challenge because it means the CCLC updates that we receive as part of the Policy and Procedure Service cannot just be dropped into the existing procedures.

2. Both Academic Senates indicated that having curriculum approval take place only at the second meeting of the month presents timing challenges. Executive Assistant to the Board, Tracy Johnson, explained that Focus Topic meetings, which take place on the first Tuesday of February, March, May, September, and October, are meant to be study sessions for the Board on topics of interest and the goal is to have few or no items of business at those meetings.

However, items of a time-sensitive nature can and do come to the Board at those meetings, and curriculum items can do the same when necessary.

Ms. Johnson explained the process of agenda item review and agenda development. District Council has asked to be part of the agenda review process and has asked to receive the Board agenda materials not later than the Wednesday prior to each DC meeting.

On the Monday and Tuesday prior to each District Council meeting, the Chancellor reviews and approves Board items. The Assistant to the Board prepares a draft agenda. The Board President reviews and discusses the draft agenda and items with the Chancellor. By the Wednesday prior to each DC meeting, all Board agenda items, along with the draft Board agenda, are provided to District Council, per its request. The agenda is finalized for printing on the day after the DC meeting.

If there is an item that must go to the Board but will not be final until the morning of District Council, the Assistant to the Board should be contacted not later than 11 business days prior to the Board meeting, to discuss.

Mr. Moore suggested that the Curriculum Committees contact districts which have only one meeting a month to determine the timing and processes they use for curriculum approval. There was discussion regarding whether it is possible to delegate curriculum approval to the Chancellor.

10. Announcements

There were none.

11. Future Agenda Items

- Distance Learning Goals, Objectives, and Policies

The meeting was adjourned at 2:50 p.m.