



DISTRICT COUNCIL - APPROVED SUMMARY OF THE JULY 11, 2016, MEETING

Present	District Council Member:	Representing:
	Abdeljabbar, Wael	Faculty, Mission College
X	Chim, Ngoc	(non-voting) Director of Fiscal Services
X	Davis, Brad	Administrator, WVC President
X	Farnsworth-Ryan, Cheryl	Administrator, District Administrative Services Representative
X	Goo, Brian	Classified, Classified Senate President, MC
X	Johnson, Tracy	(non-voting) Recorder
	Maduli, Ed	(non-voting) Vice Chancellor, Administrative Services
X	Masa, Cheryl for Ceresa, Melissa	Classified, Classified Senate President, WVC
X	McGowan, Sean	Classified, District Administrative Services Representative
X	McMahon, Barbara	Classified, WVMCEA President
	Moore, Albert	(non-voting) Facilitator, and AVC of Human Resources
X	Pape, Eric	Faculty, Academic Senate President, WVC
X	Peck, Daniel	Administrator, MC President
X	Schmitt, Patrick	(non-voting) Chancellor
X	Sebo, Johnathan	Student, Associated Student Organization President, WVC
	Vacant	Student Representative, MC
	Vacant	Student Representative, WVC
	Wasserbauer, Ann Marie	Faculty, ACE President
X	Williams, Debra	Administrator, Managers Association Representative
X	Winsome, Thais	Faculty, Academic Senate President, MC
X	Yoshimoto, Lani	Student, Associated Student Government President, MC
Others		

The meeting was called to order at 1:38 p.m. by acting facilitator Sean McGowan.

**1. Order of Agenda**

Action taken: It was M/S/P (McMahon/Williams) 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 (Davis/McMahon; Williams abstained) to approve the minutes of the May 9, 2016, District Council meeting.

Action taken: It was M/S/P (Sebo/Farnsworth-Ryan) to approve the minutes of the June 13, 2016, District Council meeting.

**4. Review of the July 19, 2016, Draft Board Agenda**

Chancellor Patrick Schmitt reviewed the draft Board Agenda with members. He noted that an item would be added to allow the Board to conduct a mid-year review of its annual goals.

**5. Review and Approval of the Fixed Cost Schedule**

Ngoc Chim, Director of Fiscal Services, discussed the Fixed Cost schedule, which had also been reviewed by the Fiscal Workgroup via email. She reminded District Council that it had previously approved the preliminary Fixed Cost schedule for use in the development of the 2016/17 Tentative Budget. The final Fixed Cost schedule being reviewed at this meeting will be used for the District's final 2016/17 Budget.

Ms. Chim pointed out the changes from the preliminary schedule used for the Tentative Budget.

Action taken: It was M/S/P (McMahon/Pape; Pape abstained from the vote) to approve the Fixed Cost schedule for use in the District's Final Budget. Mr. Pape commented that he abstained from the vote because faculty have not had the opportunity to review the schedule. Thais Winsome commented that when she had taken a previous version to the Mission College Academic Senate, it had been noted that some small items such as dues to the State Academic Senate are not on the fixed cost list. She asked whether there could be a review of whether to include some of the types of items in the future.

Pat Fenton reminded everyone that items such as Senate dues are still funded, even if they are not designated at fixed costs. He suggested that Ms. Winsome have a discussion with Rick Bennett regarding the criteria for an item to be considered for the Fixed Cost schedule.

**6. Approval of the Associate Faculty Funding Model**

Ms. Chim reviewed the 2016-17 Funding Model figures and calculations for use in the Final Budget. The number of FTES has been updated. The efficiency target remains at 520 plus 10.

Action Taken: It was M/S/P (Williams/McMahon; Pape and Winsome abstained) to approve the Associate Faculty Funding Model figures for use in the development of the District's Final Budget.

**7. Banner Implementation Update**

Ms. Chim reported that Fiscal Services' implementation occurred on schedule, and the District's 2016/17 Tentative Budget was loaded into the system. All trainings for the Core Team took place prior to implementation and trainings for the users of the system are now taking place on each campus, and additional trainings are being offered by Pat Fenton and Rick Bennett.

Ms. Chim said that Finance is working out a few details that have arisen and testing to be sure that data is correct. She noted that the implementation overall has been very positive. She noted that checks have been issued from the Banner system.

Chancellor Schmitt reminded everyone that payroll and HR are not yet on the new system, but will be implemented according to schedule. The District is currently 11 months into a 30-month implementation process. He encouraged everyone to sign up for a training session.

**8. Other**

There were none.

**9. Announcements**

Mission College President Daniel Peck announced that the College had received reaffirmation of its accreditation from the ACCJC. He thanked everyone involved in the tremendous process of addressing the recommendations of the ACCJC. He particularly thanked Department Chairs and assigned leads, Faculty Liaison Thuy Trang, SLO Coordinator Kathryn Wood, Curriculum Chair and Senate President Thais Winsome, Student Services SLO Lead Donna Hale, administrative lead Rick Bennett, the College's research and planning team of Inge Bond and Sarah Randle, John Spencer, Aileen DeGuzman, and Linping Yu for process support, and the outstanding leadership of Leandra Martin.

He noted that the College looks forward to continuing the critical work of process improvement.

**10. Future Agenda Items - There were none.**

The meeting was adjourned at 2:20 p.m.