



West Valley - Mission

Community College District

DISTRICT COUNCIL

APPROVED SUMMARY OF THE JANUARY 27, 2020, MEETING

Present	District Council Member:	Representing:
	Vacant	Faculty, West Valley College
X	Chim, Ngoc	(non-voting) Associate Vice Chancellor, Finance and Administration
X	Stephanie Kashima	Administrator, WVC President
X	Ehlers, Gretchen	Faculty, Academic Senate President, WVC
X	Holland, Kevin	Classified, WVMCEA President
X	Hutton, Susan	Administrator, District Administrative Services Representative
	Vacant	(non-voting) Vice Chancellor, Administrative Services
X	Massa, Cheryl	Classified, Classified Senate President, WVC
X	McGowan, Sean	Classified, District Administrative Services Representative
X	Moore, Albert	(non-voting) Facilitator, and AVC of Human Resources
X	Nguyen, Dat for Do, Thanh	Classified, Classified Senate President, MC
X	Peck, Daniel	Administrator, MC President
X	Johnson, Tracy	(non-voting) Recorder
X	Davis, Brad	(non-voting) Chancellor
X	Disney, Kate	Faculty, WVMFT President
	Williams, Debra	Administrator, Managers Association Representative
X	Shepherd, Aram	Faculty, Academic Senate President, MC
		Student, Associated Student Government President, WVC
		Student, Associated Student Organization President, MC
	Vacant	Student Representative, WVC
	Vacant	Student Representative, MC
Others	Danny Nguyen, Pat Fenton, Karen Chan, Mina Hernandez, Manny Cappello	

Facilitator Albert Moore called the meeting to order at 1:35 p.m. All present welcomed Manny Cappello, the District's new Associate Vice Chancellor of Government Relations and Public Communications.

1. Order of Agenda

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

2. Oral Communications

There were none.

3. Approval of the Minutes of the January 23, 2020, District Council Meeting

Action taken: It was M/S/P (Kashima/Hutton) to approve the minutes of the January 23, 2020, meeting.

4. Review of February 4, 2020, Draft Board Agenda Items

Chancellor Brad Davis asked if there were any questions about the draft agenda items.

5. West Valley College Academic Senate's Accessibility Resolution.

Ms. Ehlers read the resolution to DC members. She noted that the points in the resolution address the areas on which the District needs to be working. Ms. Hernandez is doing an excellent job addressing contracts with vendors to be sure software and content we buy is compliant, but not all instructional material is purchased. Instructors' private materials must also be addressed. She indicated that faculty really want to do the right thing, and really do need help, support, and direction organized in a faculty-friendly manner.

Chancellor Davis indicated that everyone needs to operate with a baseline level of understanding. Administration and the Senates must work together to be sure that all faculty members attend the trainings that have been organized so that everyone can get to that baseline.

The DSPTS administrator will be in charge of ensuring that this happens. In addition, there is a need to 'police' individuals who have been told they cannot use certain content but continue to do so anyway. HR has done a great job of coordinating trainings but only about 2% of those who need to attend have done so. Ms. Hernandez indicated that a decision should be made as to whether to evaluation Voluntary Product Accessibility Templates (VPATs).

Ms. Ehlers said that when an instructor is teaching a course, there is no procurement process. Even those who have attended training will need ongoing support because the training is just the base upon which everything else is built. She feels that there must be something beyond the training. There should be conversations regarding what is the role of the instructors and the role of DSPTS.

Ms. Kashima indicated that there are already staff who can work on these efforts based on recommendations from the Senate and the DE Task Force.

President Peck said that, moving forward, associate faculty must also be kept in mind and large trainings should be broken into smaller sessions.

Ms. Disney asked what the process is to move forward now that there is a resolution from the Senate.

Mr. Davis indicated that the first step must be the baseline training. In addition, the Task Force should develop a plan document from which Associate Vice Chancellor of Information and Educational Technology, Dan Borges, and the campuses can operate, and decisions must be made regarding who is responsible for overseeing the effort. The resolution states that the Senate, College, and District administration should collaborate to develop an accessibility plan that addresses instructional content and materials.

Ms. Kashima indicated that Ms. Ehlers might want to take the issue to the State Academic Senate to see if there can be review and discussion at the state level.

6. Second Reading, BP 3910, Use of Unmanned Aircraft Systems, and the Accompanying AP 3910.

Mina Hernandez was present and noted that she had worked with both colleges in developing the policy and procedure. It had been shared with District Council for a first reading and the Board's Ad Hoc Policy Committee had reviewed it. There was discussion regarding the weight-based definition of small UAS. If the policy is not required to state that small UAS are those 'that weight between .55 – 55 pounds,' the language will be changed to say 'less than 55 pounds.'

Action taken: It was M/S/P (Hutton/Ehlers) to move the policy forward to the Board with the above change, unless the current language is a requirement.

7. Other

President Kashima indicated that she is interested in having the cafeteria develop 'meal plans' that students can buy into for a semester at a time, along the lines of what is done at 4-year institutions.. Donors might be interested in sponsoring a semester's worth of meal plans for a particular number of students. Ms. Hernandez will build this into the cafeteria service RFP.

8. Announcements

There were none.

9. Future Agenda Items –

No future agenda items determined at this time.

The meeting was adjourned at 2:35 p.m.