

San Joaquin Delta College

President's Council

November 25, 2008
1:30 p.m.
Boardroom
Reen Perez, Recorder

Attendees: Dr. Raul Rodriguez, Superintendent/President, Kathy Hart, Vice-President /Asst. Supt. of Instruction, Jon C. Stephens, Vice President of Business Services, Vince Brown, Vice President of Human Resources, Mark Mekjavich proxy or Trudy Walton, Vice President of Student Services, Matt Wetstein, Interim Dean of Planning, Research & Regional Education, Janice Takahashi, Academic Senate President, Jan Truscott, Management Senate President, Joyce Giovanetti, Classified Senate President, Dana Baker, CSEA President, Catherine Mooney, Policy and Procedure, Representative, Nicole Vanderjack, ASBG Representative

Absent: Joe Gonzales, CTA President, Trudy J. Walton, Vice President of Student Services, Lee Belarmino, Vice President of Information Services

Guests: Greg Greenwood, Director of Public Information and Marketing, Anne Marie Orona, ASBG

College Mission Statement (BP 1200)

The mission of San Joaquin Delta College is to provide excellent post-secondary education that serves the needs of students, the College District and the community through continuing, transfer, career and technical education, and economic development. To achieve this objective, the faculty and staff are committed to providing comprehensive instructional programs, student services and public services that are high quality.

In fulfilling its mission, San Joaquin Delta College acts upon the following principles:

- Commitment to excellence requires effective collaboration, respect for cultural diversity, appreciation of historical perspective, open communication, high academic standards, a vital connection to the arts and cultures of the community, and competitive athletics.
- Student success and equity are founded on a well-coordinated and institutionally-integrated developmental education program.
- Educational resources are available to all students regardless of age, disability, gender, or ethnicity.
- Institutional renewal must include continuous improvement through new and revised curricula; the use of student learning outcomes to enhance student performance; new and effective technologies; and ongoing faculty and staff professional development.
- All aspects of the College encourage good citizenship, responsible leadership, ethical behavior, and the appreciation of lifelong learning.

Minutes

I. Review of the Board of Trustees Meeting Agenda

Review of the December 2, 2008 Agenda of the Regular Board of Trustees meeting. Dr. Rodriguez stated the reorganization item on the agenda is temporary reorganization until the new Board is sworn in. Dana Baker questioned the Proposal for Sabbatical Leaves for 09-10 as she understood sabbaticals would be put on hold due to budget constraints. Dr. Stephens answered that he would address her question when he speaks to the Budget Update.

II. Review of the President's Council Agenda

Review of the November 25, 2008 President Council agenda. Dr. Rodriguez added two items to the agenda (F) Budget Update – Jon C. Stephens and (G) ASBG Update – Nicole Vanderjack.

III. Approval of President's Council Minutes

The Council reviewed the minutes of the November 11, 2008 meeting. The Council approved the November 11, 2009 President's Council minutes.

San Joaquin Delta College

Minutes

IV. New Business

A. Facilities Request Process – Dr. Kathy Hart

Dr. Hart distributed and reviewed a handout, Request for New/Additional Office, Classroom and Lab Space and explained that when the Gateway building opens some unoccupied space will be available. The process is to make sure that this will be a fair and open process to identify who gets the space. Dr. Hart stated that proposals are due January 31, 2009.

B. Human Resources – Vince Brown

Vince Brown reviewed the items on the agenda. Vince stated two (2) Campus Police Officers will be presented before the Board for approval. One position is designated for the Tracy Center and the other for the Delta campus. The other position on the agenda is the Director of Bookstore Operations.

Dr. Stephens stated that the Police Department could eliminate overtime by hiring one campus Police officer, but hiring two police officers the department would not have overtime needs for quite awhile.

Vince Brown announced the two Managements positions. He stated that Dr. Matt Wetstein was selected as Dean of Planning, Research and Institutional Effectiveness and Laura Ochoa Sanchez was selected as the Project Coordinator CCRAA Grant. Vince also reviewed the classified agenda item.

C. AP 4230 - Grading Symbols – Catherine Mooney

Catherine noted the change is the Title Five reference Pass/No Pass and the effective date is August 14, 2008. The Council approved AP - 4230 Grading Symbols.

D. AP 4240 - Academic Renewal – Catherine Mooney

Catherine noted that the No Pass option was added and stated that she would update the references. Janice Takahashi requested that the clarifications be included in the class schedule and catalog. Catherine stated that she would confirm that the updates were distributed properly. The Council approved AP4240 - Academic Renewal.

E. BP 1041 Board of Trustees Code of Ethics and Standards of Good Practice – Jan Truscott

Jan referred to the memorandum addressed to Dr. Rodriguez regarding the suggested revisions of two key policies, Board Policy 1041 Board of Trustees Code of Ethics and Standards of Good Practice and BP 1042, Board of Trustee Self Evaluation. Jan stated according to Dr. Wetstein Board Policy 1041 should be numbered Board Policy 2715. Jan also stated that the changes to BP 1041 are minor such as “will” to “shall” and mentioned the request to split the document into a proposed policy and procedure. Additionally, Jan stated there were a few other suggestions and asked Dr. Rodriguez to review the memo. Dr. Rodriguez agreed to do so. Dr. Rodriguez stated that he preferred

San Joaquin Delta College

Minutes

to keep it a Board Policy. Dr. Rodriguez also stated that the first reading would be on the December 16, 2008 Board of Trustees agenda. Dr. Rodriguez thanked the Policies and Procedures Committee for their hard work and suggestions.

F. Budget Update – Jon Stephens

Dr. Stephens distributed a handout of the Special Planning & Budget Committee Meeting minutes where a discussion took place regarding the states shortfall which is now projected over the next two years at 28 billions dollars. Dr. Stephens stated that we are looking for ways to balance the budget in the event \$4.7 million, an estimation of our share of the cut, has to be reduced from the general fund. Dr. Stephens stated that this issue was presented to the Planning & Budget Committee and a recommendation to President's Council was made. The first recommendation was item B, in the handout, to cut expenditures, increase revenues and only use the reserves in extreme emergencies. It was a consensus of the P & B committee to approve this recommendation. Secondly, Dr. Stephens spoke to item C. He stated he conducted an online survey asking the campus for input on implementation of budget cuts. Some of the most recurring themes were: No layoffs, hiring freeze, energy management system, travel reduction, hourly employees, supplies, modified work schedules. Dr. Stephens spoke to each of the recommendations. There was much discussion over the suggestions adopted at Planning & Budget whether or not sabbaticals were included in the list; however, Dr. Stephens and Dr. Rodriguez clarified that item C is a list of suggestions that were discussed at Planning & Budget and that President's Council does not have to adopt the suggestions. Janice Takahashi disagreed with Dr. Stephens that it was a consensus of the PBC committee to include sabbaticals in the list of considerations. It was again stressed that the list presented by Planning & Budget is a recommendation and President's Council does not have to adopt the recommendations. After much discussion, it was suggested by the council that budget cuts be tracked so when the budget improves the budgets can be restored.

G. ASBG Update – Nicole Vanderjack

Nicole gave a Powerpoint presentation regarding the CCCSAA Conference she attended on October 17-19, 2008.

V. Agenda Items for Future Meetings

VI. Council Member General Questions/Announcements/Informational Items

VII. Coming Events