

CONTRA COSTA COMMUNITY COLLEGE DISTRICT
District Governance Council
Regular Meeting on January 21, 2014
1:00 p.m.
District Office, Board Room
Dr. Donna Floyd, Presiding

In Attendance

Classified: Ann Patton, Georgette Stewart , Greg Evilsizer (Substitute Speaker), Linda Kohler
Faculty: Laurie Lema (Speaker), Wayne Organ, Glen Appell, Silvester Henderson, Erich Holtmann
Managers: Stephanie Alves, Donna **Floyd** (Chair), Bill Foster (Speaker), Russ Holt, David Wahl
Students:

Guests

Helen Benjamin, Mojdeh Mehdizadeh, Jonah Nicholas, Gene Huff, Greg Stoup

Absent

Classified: Scott Heiden, Mike West, Shondra West (Speaker)
Faculty: Tedmund Munoz
Managers: John Wade, Eva Jennings
Students: Sherrie Anderson, Rosanna Clark, Ysrael Condori, Franco Hui, Brianna Klipp (Speaker)

Note Taker

Susana Fajardo

DGC Minutes	
Regular Meeting on Wednesday December 11, 2013 Tuesday January 21, 2014	
Agenda Item	Discussion and Outcome
1. Call to Order	The meeting was called to order at 1:10pm.
2. Adoption of Agenda	<ul style="list-style-type: none"> • Amendments: Jonah Nicolas noted a misspelling of his name on the second page. Faculty Speaker Laurie Lema moved that the agenda be adopted with amendments. It was seconded. The motion passed. The vote was as follows: <ul style="list-style-type: none"> ♦ Faculty Speaker Laurie Lema: yea ♦ Manager Speaker Bill Foster: yea ♦ Classified Substitute Speaker Greg Evilsizer: yea ♦ Student Speaker: no Speaker present.
3. Approval of Minutes— December 3, 2013 meeting	<ul style="list-style-type: none"> • The Chair asked if there were any amendments to the minutes. Substitute Speaker Evilsizer proposed that the date on the last page be changed from “January 21, 2013” to “January 21, 2014.” Faculty Speaker Lema moved that the minutes be passed as amended. Substitute Speaker Evilsizer seconded. The motion passed. The vote was as follows: <ul style="list-style-type: none"> ♦ Faculty Speaker Laurie Lema: yea ♦ Manager Speaker Bill Foster: yea ♦ Classified Substitute Speaker Greg Evilsizer: yea ♦ Student Speaker: no Speaker present
4. Public Comments	None
Reports	
5. Reports from Constituency Groups (presented by	<ul style="list-style-type: none"> • Classified: Classified staff is working with Helen Benjamin to plan a Chancellor’s Chat for the spring. The Classified Speaker also reported that JobLinks planning was underway for June. • Faculty: no report.

DGC Meeting Minutes —January 21, 2014

<p>each group's Speaker)</p>	<ul style="list-style-type: none"> • Managers: no report. • Students: no Speaker present.
<p>6. DGC Chair's Report</p>	<ul style="list-style-type: none"> • The Chair introduced new DGC members: Erich Holtmann and Silvester Henderson. The Chair noted that Kenyetta Tribble, Yongmin Zhu, and Louis Giambattista were no longer members of DGC. • The Chair identified the Speakers as follows: <ul style="list-style-type: none"> ○ Classified Speaker: Speaker Shondra West was absent. Greg Evilsizer will act as Speaker in her stead. ○ Manager Speaker: Bill Foster. ○ Faculty Speaker: Laurie Lema. ○ Student Speaker: no Speaker present.
<p>7. Chancellor's Report, presented by Helen Benjamin</p>	<ul style="list-style-type: none"> • Helen Benjamin began with a review of the January 22, 2014, regular Governing Board agenda. <ul style="list-style-type: none"> ○ She stated that Nick Garcia would present a video created by the LMC drama department. They have been invited to present at a national theater conference in Boise, Idaho. Thirty students from LMC and 30 students from DVC would like to attend and are asking the Board for funding. ○ Special Report: Huff stated the Measure A Bond Oversight Committee would open the meeting with an update on the 2002 and 2006 bonds. ○ Huff noted that a legislative summit would be held the following weekend in Sacramento. He stated that students and District leaders would attend. ○ Special Report: A report will be given on the value of retiree benefits. The report will fulfill the GASB requirements and will be followed by a second report on the particulars of the District's trust. ○ General Agenda Item B: Benjamin announced that the proposal for a community college baccalaureate degree was being moved to a special report at the beginning of the meeting. ○ Benjamin stated that the state set a requirement for the percentage of associate degrees that should have been awarded. DVC and LMC reached their number. CCC did not. Benjamin stated that they were working on addressing the issue. ○ 49-A: Huff reported that the recent audit had no findings and went well. ○ 50-A: Huff announced that the District has hired a new Associate Vice Chancellor of Educational Services. Sally Monetemayor Lenz will begin on February 1, 2014. ○ 50-B: Huff stated the District's uniform selection guide would move to online but that its content would not change. ○ General Agenda Item A: Benjamin requested a sabbatical leave for August and November 2014. ○ General Agenda Item C: Mehdizadeh stated that the District was meeting with adult education leaders as per the requirements of AB86. ○ General Agenda Item D: Benjamin reported that the Board had instructed District leaders to prepare a project list for a \$450 million bond to be placed on the county's June ballot. ○ General Agenda Item E: Jonah Nicholas stated that the Board requested analysis of polling results versus actual results of past bond measures. Nicholas reported that since 1996 bond measures have received an actual approval rating 2.8-7.6% lower than the approval rate found during polling. ○ General Agenda Item G: The District's Energy Manager will present a report on utility usage. • Functional Map <ul style="list-style-type: none"> ○ Benjamin reported she would send out a Districtwide email with the District's functional

DGC Meeting Minutes —January 21, 2014

	<p>map. She explained that the accrediting commission requires every District develop a widely distributed functional map explaining the functional responsibilities of the District and the colleges.</p> <ul style="list-style-type: none"> • Creation of Task Forces <ul style="list-style-type: none"> ○ Benjamin reported that she had created two task forces; (1) workplace diversity, chaired by Peter Garcia, with 45 days to recommend improvements to the hiring process; and (2) asset protection, chaired by Ray Pyle, and Charles Gibson, with 60 days to make recommendations regarding improvements to the security of District assets. • Bond Measure <ul style="list-style-type: none"> ○ Benjamin reported that the Governing Board decided to place a \$450 million bond measure on the county's June ballot.
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Additional Reports

8. Policies and Procedures: Board Policies - 1st Read

Presenter	Item	Topic	Discussion and Outcome
Helen Benjamin	BP 1023	Equity in Student Achievement	<ul style="list-style-type: none"> • Helen Benjamin asked that DGC representatives bring feedback from their constituents at the next meeting.
	BP 2059	Diversity	<ul style="list-style-type: none"> • Helen Benjamin explained that BP 2059 outlined and codified what the District believes about diversity. She asked that representatives bring back comments and feedback from their constituents. • Benjamin stated that the District's employees are more homogenous than the community at large and that the District should diversify as the county diversifies. She added that competency should always be first but that the District's employees needed to be more reflective of its student body.
Gene Huff	BP 5001	Designation of Authorized Signatures	<ul style="list-style-type: none"> • Gene Huff explained that the proposed revision of BP 5001 updates titles to match those currently in use. Classified Substitute Speaker Evilsizer moved that the changes to BP 5001 be passed on the first read. Management Speaker Foster seconded. There was no discussion. The motion passed. The vote was as follows: <ul style="list-style-type: none"> ◆ Classified Substitute Speaker Greg Evilsizer: yea ◆ Management Speaker Bill Foster: yea ◆ Faculty Speaker Laurie Lema: yea ◆ Student Speaker: no Speaker present

General Agenda Items—Information and Discussion

9. Review Draft of the District 2014-2018 Strategic Plan, presented by Greg Stoup	<ul style="list-style-type: none"> • Stoup explained that the draft outlined the District's mission, vision, values, and strategic directions. He stated that he had already held meetings at the colleges and sent out a survey. • Representative Erich Holtmann asked why the draft included strategic directions instead of goals and objectives. Stoup responded that the intent was the same but that the labeling and structure had changed. He stated that feedback indicated respondents wanted a less rigid, less prescriptive document. Stoup stated that a goal of the document's structure was to create an overarching umbrella that the colleges can then fit programs and initiatives into. • Representative Silvester Henderson stated that diversity should be included more prominently in the values section, either as a separate value or be woven throughout the document. Mojdeh Mehdizadeh suggested that both be done. Helen Benjamin concurred. • Benjamin asked representatives to bring feedback to upcoming DGC meeting. Mehdizadeh stated that revisions would be posted online for further review.
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DGC Meeting Minutes —January 21, 2014

	<ul style="list-style-type: none"> • Representative David Wahl advocated that workforce development and strengthening human capital be more prominent. Classified Substitute Speaker Evilsizer added that reaching out to the wider community also needed to be more prominent. • Substitute Speaker Evilsizer asked if the document would include measurements for success. Mehdizadeh stated that the District uses the student success scorecard to map progress on the achievement gap over time. Benjamin stated that reports indicated that the District was failing Latino and African Americans students. Stoup stated his office would create a report calling that out. Mehdizadeh stated that measures for faculty would need to be developed. • Representative Holtmann recommended changing the document so that any strategy could be matched with any objective and that each strategy's explanatory paragraph be removed. He added that he thought the document should be less prescriptive. Representative Henderson agreed; Mehdizadeh disagreed. • Stoup and Mehdizadeh stated that minor tweaks to the document would be done immediately but major revisions would wait until after receiving DGC's feedback. • Representative Ann Patton requested that Stoup amend section four of the strategies to include the safety of everyone on campus, not just students. • Mehdizadeh stated that she and Stoup would revise the document and send modifications to DGC members for distribution and discussion with their constituents prior to the February DGC meeting.
<p>10. 2014-2015 Budget Update, presented by Jonah Nicholas</p>	<ul style="list-style-type: none"> • Jonah Nicholas reported on the Governor's proposed \$106.8 million budget. • Nicholas stated that the proposal included \$40 more per FTES. He stated that this could mean an additional \$1.2 million for the District. • Nicholas said the Governor proposed to pay down deferrals on a timelier basis. • Nicholas stated that the District can expect \$975,000 in funds for energy efficient projects and workforce development. • Nicholas reported that the Governor's proposal did not raise the \$46 per-credit enrollment fee and that requirements for the Board of Governors fee waiver will change beginning in the 2015-2016 academic year. Mojdeh Mehdizadeh clarified that students would have to meet new requirements to retain the waiver. • Nicholas noted that overall the proposed budget would greatly benefit community colleges but still needed to be passed by the legislature.
<p>11. Adjournment</p>	<p>The meeting was adjourned at 3:11pm by common consensus.</p>

The next meeting is Tuesday, February 18, 2014.

**CONTRA COSTA COMMUNITY COLLEGE DISTRICT
District Governance Council
Tuesday, January 21, 2014**

1:00 p.m.

District Office, Board Room

Donna Floyd, Presiding

Agenda

1. Called to order
2. Adoption of Agenda
3. Approval of Minutes (December 3, 2013)
4. Public Comment
(This time is reserved for members of the public to address the District Governance Council)

REPORTS

(1:10 p.m.)

5. Reports from Constituency Groups (2 minutes each)
6. DGC Chair report
 - i. Introduction of new members
 - ii. Identification of speakers for 2013-14
7. Chancellor's Report
 - i. Review of January 22, 2014 regular Board agenda

ADDITIONAL REPORTS

(1:55 p.m.)

8. Policies and Procedures
(Consensus)

Board Policies

(2:15 p.m.)

1st Read

Helen Benjamin	BP1023	Equity in Student Achievement
	BP2059	Diversity

Gene Huff	BP5001	Designation of Authorized Signatures
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GENERAL AGENDA ITEMS – INFORMATION/DISCUSSION

9. Review Draft of the District 2014-18 Strategic Plan (2:45 p.m.)
(Stoup)
10. 2014-15 Budget Update (3:15 p.m.)
(Nicholas)
11. Adjournment: next meeting: Tuesday, February 18, 2014

CONTRA COSTA COMMUNITY COLLEGE DISTRICT

District Governance Council

Regular Meeting on December 3, 2013

1:00 p.m.

District Office, Board Room

Dr. Donna Floyd, Presiding

In Attendance

Classified: Scott Heiden (Substitute Speaker), Ann Patton, Georgette Stewart , Mike West,
Faculty: Laurie Lema (Speaker), Wayne Organ, Glen Appell,
Managers: Stephanie Alves, Donna Floyd (Chair), Bill Foster (Speaker), Russ Holt, Eva Jennings, John Wade, David Wahl
Students: Sherrie Anderson, Rosanna Clark, Ysrael Condori (Substitute Speaker)

Guests

Helen Benjamin, Mojdeh Mehdizadeh, Jonah Nicholas, Gene Huff, Ray Pyle, Todd Galuba

Absent

Classified: Greg Evilizer, Linda Kohler, Shondra West (Speaker),
Faculty: Louie Giambattista, Tedmund Munoz, Yongmin Zhu
Managers:
Students: Franco Hui, Brianna Klipp (Speaker),

Note Taker

Susana Fajardo

DGC Minutes Regular Meeting on Wednesday December 11, 2013	
Agenda Item	Discussion and Outcome
1. Called to Order	The Chair called the meeting to order at 1:04pm.
2. Adoption of Agenda	Management Speaker Bill Foster moved to adopt the agenda. Faculty Speaker Laurie Lema Seconded. The vote was as follows: <ul style="list-style-type: none">◆ Faculty Speaker Laurie Lema – yea◆ Management Speaker Bill Foster – yea◆ Classified Substitute Speaker Scott Heiden – yea◆ Student Substitute Speaker Ysrael Condori – yea

3. Approval of Minutes— October 1, 2013 meeting	<p>The Chair thanked Note Taker Susana Fajardo for her work on the minutes from last meeting. A motion to approve the minutes as written was put forth by the Chair. The vote was as follows:</p> <ul style="list-style-type: none"> ◆ Faculty Speaker Laurie Lema – yea ◆ Management Speaker Bill Foster – yea ◆ Classified Substitute Speaker Scott Heiden – yea ◆ Student Substitute Speaker Ysrael Condori – yea
4. Public Comments	<p>None</p>
Reports	
5. Reports from Constituency Groups (two minutes each, presented by the Speaker of each group)	<ul style="list-style-type: none"> • <u>Classified</u> <ul style="list-style-type: none"> ○ Classified employees are excited about the 65th Anniversary Celebration on December 7. • <u>Faculty</u> <ul style="list-style-type: none"> ○ Faculty Senate Coordinating Council has almost finished its review of course repeatability. ○ Representative Lema had just come from a plenary session that included many amendments regarding equivalency. • <u>Managers</u> <ul style="list-style-type: none"> ○ The DVC bookstore launched a new website on December 2. It is expected to be far more user-friendly than the old website. The website will include a virtual marketplace where students can swap, exchange, buy, and sell textbooks. • <u>Students</u> <ul style="list-style-type: none"> ○ The 65th Anniversary Committee has coordinated two student-run tables for the Celebration. Everyone is very excited. ○ The Student Senate Advisory Committee will have its last meeting tomorrow. It will reconvene next semester. ○ CCC's Student Senate will be showing a film about inequality from 4pm to 6pm on December 3. It will take place on the CCC campus in LA 100.
6. DGC Chair's Report	<ul style="list-style-type: none"> • The Chair received an email from Pat Kaya regarding adding more LMC faculty to DGC. Any interested faculty should speak to the Faculty Speaker. • Introduction of new members <ul style="list-style-type: none"> ○ None • Identification of Speakers <ul style="list-style-type: none"> ○ Faculty Speaker Laurie Lema ○ Management Speaker Bill Foster

	<ul style="list-style-type: none"> ○ Classified Substitute Speaker Scott Heiden ○ Student Substitute Speaker Ysrael Condori
<p>7. Chancellor's Report</p>	<ul style="list-style-type: none"> ● <u>65th Anniversary Celebration</u> <ul style="list-style-type: none"> ○ District Chancellor Helen Benjamin stated that she hoped everyone would come to Saturday's 65th Anniversary Celebration. She noted that the District does not celebrate often so these festivities will be very special. She added that it will be especially so due to the inclusion of the District's twenty-seven unsung heroes. She stated that the Unsung Heroes have done good work for the District but never received credit for their contributions. ○ The Chancellor explained that the 65th Anniversary Celebration will feature food from Culinary Arts students, entertainment from musical groups, a public debate, and activities for children. ○ The Chancellor stated that the District had received over 10 donations in kind from community organizations and will be receiving Resolutions at the Celebration. She expected many attendees. ● <u>Governing Board Agenda</u> <ul style="list-style-type: none"> ○ General Information <ul style="list-style-type: none"> ▪ The next regular Governing Board meeting will be on December 11th at the District Office. ▪ The December 11th meeting will begin with a closed session. Open session will begin at 6pm. New officers will be elected and will begin their duties in January. ○ Special Report: Fall 2013 Bond Polling Results and Project List Discussion <ul style="list-style-type: none"> ▪ The report was presented by Ray Pyle at the request of the Chancellor. ▪ Pyle stated that the District last received bonds in 2002 for \$120 million and 2006 for \$286.5 million. Additionally, the District received \$88 million in state capital outlay funding and \$22 million in interest and rebate funding. Allocations for that money can be found in the December 11, 2013, Governing Board agenda packet. ▪ Pyle reported that the Board has been considering another bond since February 2013. ▪ Pyle stated that an estimated \$700 million dollars will be needed to complete all of the colleges' requests and that the Board requested polling before making any decisions. The subsequent polling assessed the public's views on a potential bond of \$450 million and \$650 million. Pyle stated that the results were found in the December 11, 2013 Governing Board agenda packet and that they suggest a positive outcome if a bond were to be put on the ballot. Pyle added that the poll's results, all above the 55% support required for bond passage, suggested widespread popular support for the colleges. ▪ Pyle noted that the bulk of the revenue from the two previous bonds

went to LMC, the newest and most modern campus. He added that DVC is the largest campus and CCC is the oldest. When presenting the special report to the Board they will ask for different redistribution of funds, one that takes into account DVC's size and CCC's age.

- Student Representative Sherrie Anderson asked how polling was conducted. Pyle responded that representative samples of registered voters were polled by college service area and zip code.
- The Chancellor added that the Board looks favorably on the prospect of a new bond but that it still needs to determine the amount. The Board will receive guidance on bond allocation during its conversation.
- **Non-consent Agenda Action Item A**
 - The Chancellor asked Gene Huff to present the item.
 - Huff stated that the District will be modifying its roster of representatives to the Governing Board of the Bay Area Community College District's Joint Powers Authority.
- **Non-consent Agenda Action Item D**
 - The Chancellor asked Gene Huff to present the item.
 - Huff stated that 44-A is a standard item.
 - Huff explained that 44-B is required by the California Energy Commission regarding energy audits. The District will receive a free review of its energy if the Board gives its approval.
- **General Agenda Item A**
 - The Chancellor asked Mojdeh Mehdizadeh to present the item.
 - Mehdizadeh reported that an education planning committee meets annually Districtwide. She stated that the committee identifies programs that might be in trouble, new programs being investigated, and programs being discontinued. They include information about Associate degrees for transfer.
 - Mehdizadeh stated that data from the most recent student learning outcomes has been reviewed and is available in the December 11, 2013, Governing Board agenda packet.
- **General Agenda Item B**
 - The Chancellor reported that the Workforce Division Subcommittee has met several times and will be reporting on its progress. She stated that the Subcommittee has taken the advice of the District's legal counsel and developed a diversity policy and an equity and student achievement policy. The Chancellor added that letters and recommendations from the attorneys are included in the Board's packet.
 - The Chancellor noted that if the Board agrees to the proposed policies then the policies will move forward with development. If they are approved then DGC will consider them at the beginning of next year. She stated that the hope with these policies is to open up more

opportunities for participation.

○ **General Agenda Item C**

- The Chancellor stated that General Counsel Todd Galuba has been evaluating how SB751 will affect the District. She explained that he met with Cabinet the week prior and asked that copies of each college's governance council operating procedures be given to Galuba.
- The Chancellor asked Galuba to present SB751 to the group.
- Galuba summarized the bill and its effects. He stated that beginning on January 1, 2014, all governing bodies subject to the Brown Act must record individual votes for each voting item in their public records. He stated that measure is intended to promote transparency and ease of use for the public.
- Galuba explained that the Brown Act applies to any standing governing body that acts as an advisory committee to the Board and was created by the Board, legally should have been created by the Board, or is a subsidiary to another body that fits one of the two previous criteria. Galuba explained that the Brown Act applies to academic senates, faculty senates, student senates, classified senates, shared governance councils, and any standing bodies, subcommittees, or subsidiaries of them that participate in shared governance.
- Galuba clarified that committees formed by a college president as advisory bodies solely to the president are not Brown Act committees because the Governing Board did not take part in their creation.
- Galuba explained that he had reviewed the documentation of the founding of each of the college's college governance councils. He stated that CCC's college governance council bylaws clearly states that it makes recommendations to the Board, LMC's founding documents were ambiguous, and that DVC's was the least likely to concern the Board. Galuba added that the District requires a uniform policy among all the colleges and must therefore treat all college governance councils as subsidiaries of the Governing Board.
- Faculty Representative Wayne Organ asked if SB751 required a change in the way that meetings are conducted. Galuba responded that if the meeting's record keeper knows each individual's vote then SB751 does not necessitate a change. The only change is that the individual vote for each member of the governing body must be explicitly recorded for all votes. Galuba clarified that SB751 addresses how votes are recorded, not how votes are conducted.
- Galuba noted that the language in SB751 is ambiguous. He stated that the best practice is to explicitly record each vote by name when any vote is undertaken, as is done with a roll call vote.
- Galuba explained that SB751 would not affect the way that last-minute agenda items are addressed. He stated the body can call a special

	<p>meeting if they announce it twenty-four hours prior. He added that if the group receives less than twenty-four hours' notice of an urgent issue and the issue is too urgent to leave until the next regularly scheduled meeting then the item can be added to the regular meeting's agenda.</p> <ul style="list-style-type: none"> ▪ Faculty Representative Glen Appell asked what brought on the timing of SB751. Galuba responded that SB751 came about because of legal test cases brought against other organizations in an attempt to curb abuses. He added that the District does get requests from the public about Brown Act records. ▪ Representative Appell asked if union meetings were affected by SB751. Classified Representative Mike West responded that unions are nonprofits and not technically part of the educational institution so they do not fall under the Brown Act. Galuba also responded by saying that unions generally try to maintain transparency but are not Board-created entities so they do not fall under the Brown Act. ▪ Representative Appell asked if college governance budget committees fall under the Brown Act. Galuba answered that they sometimes fall in a gray area. Galuba acknowledged that the Board did not create the college councils but that, legally, it should have. He stated that the District must act as if it did. Representative West suggested writing a white paper or position paper regarding college governance budget committees to define their status. Galuba noted that currently the District does not have a definitive list of which committees are Brown Act committees and which fall under the college presidents. The Chancellor added that the District should make a formal list and that the matter would be looked in to over the next few months. She stated that she had already spoken to the college presidents about this.
Additional Reports	
8. None	
General Agenda Items—Information and Discussion	
9. None	
10. Adjournment	The Chair adjourned the meeting at 2:18 pm by common consent.

The next meeting is Tuesday, January 21, 2013

January 21, 2014 DGC Meeting

Board Policies 1st Read

Person	Number	Title
Benjamin	BP1023	<u>Equity in Student Achievement</u> (New)
Benjamin	BP2059	<u>Diversity</u> (New)
Huff	BP5001	<u>Designation of Authorized</u> <u>Signatures</u>

EQUITY IN STUDENT ACHIEVEMENT

The Contra Costa Community College District is strongly committed to eliminating persistent disparities in achievement and performance among students and maintaining high expectations for all.

Policies and practices should reflect the goal of equitable outcomes and proficiency, explicitly and emphatically. By purpose and design, the District will advance these goals by:

- developing cultural competence;
- ensuring uniformly high expectations;
- promoting rigorous curricula;
- providing equitable services; and
- maximizing access and success for all students.

The District is committed to developing a diverse cadre of educators, administrators and staff, ensuring proper emphasis on culturally responsive service delivery, and rigorously examining and monitoring policies, programs, and practices to ensure that this goal is implemented.

Employees should understand and contribute to this goal, develop the knowledge and skills needed in their areas of influence to serve diverse students, and be accountable for implementing practices that will create equitable outcomes. It is expected that District and the colleges will engage students, staff, and the community to work in concert to support all students in achieving academic proficiency.

DIVERSITY

The Contra Costa Community College District (District) recognizes that diversity in the academic environment promotes academic excellence; fosters cultural, racial and human understanding; provides positive role models for all students; and creates an inclusive and supportive educational and work environment for its employees, students and the community it serves. Diversity includes, but is not limited to ethnic group identification, race, color, ancestry, religion, marital status, sex, national origin, gender, gender identification, gender expression, or within the limits imposed by law or District regulations, because of age, sexual orientation, physical or mental disability, medical condition, genetic information, veteran status, parental status, citizenship, or because he or she is perceived to have one or more of these characteristics or based on association with a person or group with one or more of these actual or perceived characteristics.

The District is committed to the integration of diversity into its hiring, recruitment, curriculum development, course offerings, teaching methods, retention, contracting, supervision, programs, services, evaluations, policies and procedures, staff development activities, workforce and student population. It is the District's belief that an educational experience grounded in this approach will better prepare our students to work and live in an increasingly global society.

The chancellor, college presidents, and the District chief human resources officer shall ensure the following:

- modification of current and inclusion of new policies and procedures that ensure implementation of this policy;
- systematic training for all employees on the value of diversity, educational equity, equal opportunity, and how to infuse the principles of diversity in their daily work in accordance with state law and collective bargaining agreements; and
- annual reporting to the Board on training programs offered for employees; student, employee, and service area ethnic demographics; and modifications of and updates to policies and procedures on diversity.

It is the goal of the District that all employees promote and support diversity in our academic environment.

DESIGNATION OF AUTHORIZED SIGNATURES

The Secretary and all Assistant Secretaries of the Governing Board are authorized to sign contracts, agreements, deeds, leases, and other legal documents ordered to be executed by the Governing Board or required by law.

The following officers are authorized to serve as Assistant Secretaries of the Governing Board and may use their facsimile signatures:

- 1. First Assistant Secretary Chancellor
- 2. Second Assistant Secretary Chief Administrative Services Officer
- 3. Third Assistant Secretary Chief Education and Technology Officer
- 4.5. ~~Fourth~~ Fifth Assistant Secretary Chief Human Resources Officer
- 5.6. ~~Fifth~~ Sixth Assistant Secretary Chief Financial Officer
- 6.4. ~~Sixth~~ Fourth Assistant Secretary Chief Facilities Planner
- 7. Seventh Assistant Secretary Director of Purchasing and Contracts Services
- 8. Eighth Assistant Secretary ~~Manager of Accounting~~ Chief Educational Services Officer

The Board delegates to the Chancellor the authority to supervise the general business of the District. The Chancellor may delegate authority to another to sign documents on behalf of the District, including, but not limited to, all contracts (also titled as agreements, memorandums of understanding, leases, purchase orders) and warrants/checks.

No contract shall constitute an enforceable obligation against the District until it has been ratified or approved by the Governing Board.

Educational Code §35161, 81655

Historical Annotation:
 Revised 9/25/91
 Second Revision 10/28/92
 Third Revision 3/26/97
 Fourth Revision 1/27/99
 Fifth Revision 4/28/99
 Sixth Revision 7/27/11

Related Board Policies:
 Rules and Regulations of the Governing Board, Nos. 19-20

Related Procedures:
 Business Procedure 9.01, 9.46

FY 2014-15 Governor's Proposed Budget Talking Points

- **Governor's Proposed Budget**
 - \$106.8 billion general fund budget, highest in state history
 - Will put \$2.3 billion in reserves and \$1.6 billion in a rainy day fund
 - Governor is looking to use funds to address long-term liabilities and to pay back existing debt

- **Strong growth in the Proposition 98 minimum guarantee**
 - Governor estimates a FY 2014-15 Prop 98 guarantee of \$61.6 billion (11.4% year-over-year increase)
 - Prior years Prop 98 guarantees were underfunded by \$3.3 billion; these are one-time resources the Governor proposes using to completely pay off K-14 deferrals

- **Community College System**
 - The Governor proposes \$155 million to fund a 3% restoration of access.
 - This would provide the potential for the District to earn an additional 850 resident FTES, worth approximately \$4 million
 - The Governor proposes \$48.5 million to fund a COLA of 0.86%.
 - This would raise the value of a credit FTES from \$4,636 to \$4,676
 - Assuming the District captures the 3% growth, the value of the 0.86% COLA would be nearly \$1.2 million for the District
 - Student Success and Support Program (SSSP) receives additional \$200 million
 - \$100 million directly for the existing SSSP (formerly matriculation) categorical
 - \$100 million to close gaps in access and achievement for underrepresented students groups
 - Funding distribution within the system is unknown
 - Governor proposes paying down deferrals (possibly to zero) in FY 2014-15
 - Allows the system to receive its cash payments in a timely manner
 - The District posted a \$15.3 million receivable in FY 12-13; the paying down of deferrals would reduce this figure
 - Proposition 39 funds in the amount of \$39 million for energy efficiency projects and workforce development
 - Funding distribution within the system is unknown, but the District can reasonably expect about \$975,000 from this allocation

- **Policy Matters**
 - The Governor does not propose raising the \$46 per unit enrollment fee, requiring students to fill out a FAFSA to qualify for a BOG waiver, or funding the system based upon completion rates
 - These were all proposals in the past that have not been resurrected

- The Governor has reiterated his commitment to provide funding in the FY 2015-16 budget to implement plans being developed by regional adult education consortia
- The Governor is proposing a constitutional amendment that will smooth year-to-year school spending to attempt to alleviate the drastic cuts that have occurred in the past
 - Details to come on this proposed constitutional amendment
- Overall
 - A very strong budget for community colleges; Prop 98 guarantee has double-digit growth
 - The Governor is committed to paying down debt and long-term obligations
 - The proposed budget has only a modest increase in ongoing spending
 - Important to note this is a proposal only; the legislature still needs to weigh in
- Next steps
 - Legislative Analyst's Office will review the Governor's proposal in February
 - Legislature reviews the proposal March through May
 - May revision where the Governor will update the revenue forecast and make alterations of his proposals if necessary
 - Official budget adopted by June 30, 2014