



DISTRICT COUNCIL - APPROVED SUMMARY OF THE APRIL 24, 2017, MEETING

Present	District Council Member:	Representing:
X	Abdeljabbar, Wael	Faculty, Mission College
X	Ceresa, Melissa	Classified, Classified Senate President, WVC
	Chim, Ngoc	(non-voting) Director of Fiscal Services
X	Davis, Brad	Administrator, WVC President
X	Chim, Ngoc for 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	McGowan, Sean	Classified, District Administrative Services Representative
X	McMahon, Barbara	Classified, WVMCEA President
X	Moore, Albert	(non-voting) Facilitator, and AVC of Human Resources
X	Pape, Eric	Faculty, Academic Senate President, WVC
X	Bennett, Rick for Peck, Daniel	Administrator, MC President
X	Schmitt, Patrick	(non-voting) Chancellor
X	Wasserbauer, Ann Marie	Faculty, ACE/AFT 6554 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
	Vacant	Student Representative, WVC
	Vacant	Student, Associated Student Organization President, WVC
	Vacant	Student Representative, MC
Others	Fenton, Pat; Ng, Ryan	

Facilitator Albert Moore called the meeting to order at 1:45 p.m.

1. **Order of Agenda**

Action taken: It was M/S/P (Abdeljabbar/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 (Williams/McMahon) to approve the summary of the March 13, 2017, meeting.

4. **Review of the May 2, 2017, Draft Board Agenda**

Chancellor Patrick Schmitt reviewed the draft Board Agenda with DC members.

5. **EEO Plan**

Mr. McGowan had provided District Council members with the draft revisions to the EEO Plan for review prior to the April 13 DC meeting, and the plan had been discussed at that meeting. He had requested that DC members share it with their constituencies and indicated that it would return to District Council for approval on April 24 and go to the Board at the May 2 meeting. He reminded members that the plan, originally approved 3 years ago, is to be reviewed and revised every three years. The information regarding legal changes is provided by the state Chancellor's Office.

Mr. Moore indicated that staff is still finalizing the report by added links to evidence.

Action taken: It was M/S/P (Ceresa/Winsome; Goo abstained) to approve the EEO Plan.

6. **EEO Advisory Council Update**

Mr. Sean McGowan provided District Council members with an update on the activities of the EEO Advisory Council and thanked the members for their work on the update of the EEO Plan

7. **Update on Bullying Procedure Development**

Ms. Wasserbauer and Ms. Winsome discussed progress on developing a suggested procedure regarding bullying. At the March 13 DC meeting, discussion began regarding the need for a procedure to address bullying. A task force consisting of Wasserbauer, Winsome, Williams, Goo, and Yoshimoto was assembled to explore options and develop a policy proposal.

The task force developed a draft policy that was distributed to DC members for discussion at today's meeting. In developing a draft, the task force did the following:

- Added a statement of civility
- Tried to keep the language gender-neutral
- Pulled a section from a policy at San Mateo, per a request from John Mosby to include language about the bullying of family
- Included language to address Debra Williams concern regarding mitigating circumstances for certain individuals.

District Council members will review the draft, discuss it with their constituencies, and email suggestions to Ms. Winsome and Ms. Wasserbauer. The task force will incorporate the input received and return a draft to DC members for discussion at the May 8 meeting. It was noted that, before adoption by District Council, it should go to the District's legal council for review. In addition, once a version is developed that is satisfactory to District Council, it must go to all constituent groups, including the students, for final review.

8. **Banner Implementation Update**

Chancellor Schmitt reported that the implementation is moving along relatively smoothly as a whole. Use of the Student Module began in mid-April with relative success. HR is involved in the payroll implementation and then will turn to the Talent Management module. The implementation is coming in close to budget.

Information is being collected for post-implementation work that will need to be done; for instance, training, analysis, etc. Regarding a faculty member who did not feel that training was adequate, Chancellor Schmitt asked Mr. Pat Fenton to work with him.

He indicated that questions, issues, and requests for training by individuals should continue to be communicated to the supervisor.

9. **Other**

There were none.

10. **Announcements**

There were none.

11. **Future Agenda Items**

There were none suggested.

The meeting adjourned at 2:30 p.m.