



DISTRICT COUNCIL - APPROVED SUMMARY OF THE JUNE 25, 2018, MEETING

Present	District Council Member:	Representing:
X	Abdeljabbar, Wael	Faculty, Mission College
X	Massa, Cheryl	Classified, Classified Senate President, WVC
X	Chim, Ngoc	(non-voting) Director of Fiscal Services
X	Davis, Brad	Administrator, WVC President
X	Farnsworth-Ryan, Cheryl	Administrator, District Administrative Services Representative
	Goo, Brian	Classified, Classified Senate President, MC
X	Johnson, Tracy	(non-voting) Recorder
X	Maduli, Ed	(non-voting) Vice Chancellor, Administrative Services
	McGowan, Sean	Classified, District Administrative Services Representative
X	Hampton, Lori	Classified, WVMCEA President
	Moore, Albert	(non-voting) Facilitator, and AVC of Human Resources
	Ehlers, Gretchen	Faculty, Academic Senate President, WVC
X	Peck, Daniel	Administrator, MC President
	Schmitt, Patrick	(non-voting) Chancellor
X	Wasserbauer, Ann Marie	Faculty, WVMFT President
	Williams, Debra	Administrator, Managers Association Representative
X	Winsome, Thais	Faculty, Academic Senate President, MC
	Kennedy, Thaddious	Student, Associated Student Government President, WVCC
	Vacant	Student Representative, WVC
	Sharma, Navsan	Student, Associated Student Organization President, MC
	Vacant	Student Representative, MC
Others		

Interim Facilitator Sean McGowan called the meeting to order at 1:37 p.m.

1. **Order of Agenda**

Brenda Rogers noted that the minutes of the June 4, 2018, District Council meeting would be approved at the July meeting.

Action taken: It was M/S/P (Ehlers, Peck) to approve the Order of the Agenda with the change noted above.

2. **Oral Communications**

There were none.

3. **Approval of Minutes of the June 4, 2018, DC Meeting**

This item was moved to the July 30, 2018, meeting.

4. **Review of the April 3, 2018, Draft Board Agenda Items**

Chancellor Schmitt reviewed the draft Board agenda items and discussed the meeting.

He noted that the ESSP would be a report on West Valley College Women and Gender Studies Program with Leigh Burrill.

In the future, the Chancellor would like all Foundation donations reported as they are given, instead of acknowledged all at once each year.

5. **Fixed Cost Schedule**

The 2018-2019 Fixed Cost Schedule was brought back for approval to use in the Final Budget.

Action taken: It was M/S/P (Ehlers/Peck) to approve the Fixed Cost Schedule.

6. **Associate Faculty Allocation Model**

The Associate Faculty Allocation Model was presented for approval to use in the Final Budget. Ngoc noted that the District is staying with its present model despite discussions at the state level, because it is not possible to know what the new model at the state level might be.

Action taken: It was M/S/P (Massa/Wasserbauer) to approve the Associate Faculty Funding Model.

7. **Data Integrity Update**

Academic Senate President Ehlers expressed her concern that our data does not match the CCCC DataMart, which is the basis for our funding model. IS Director Ron Smith will work with his team to clean up the data. Chancellor Schmitt said that implementation of the Faculty Load Agreement Contract (FLAC) will improve reporting accuracy, but the student data remains an issue i.e. coding issues and apprenticeship participants being charged fees incorrectly.

8. **Effect to Student Enrollment of District Email Blacklisting**

Due to a disguised phishing email being opened by three employees, 50,000 phishing email were sent under our colleges' names, resulting in blacklisting by all the major email providers. The District was also moving to the Office 365 upgrade at the same time.

The Chancellor will ask IS to report on future security measures so this does not happen again. Due to the 50% law, IS cannot hire the support staff it needs to respond as quickly to these types of threats. All employees were asked to send all suspect email to abuse@wvm.edu. A fall training session was suggested to educate employees who encounter phishing emails to identify them and dispose of them without risk.

9. **Banner Implementation Update**

HR is moving forward on FLAC implementation and Cornerstone, which interacts with Banner on HR issues. Only one of the three Cornerstone modules was partially implemented.

The Advancement Office is initiating CRM software as well, which also interacts with Banner. Banner 9 will be implemented first in the Finance office, with the caveat that future Banner upgrades and the requisite training will be a constant process from here on out for all employees.

The Chancellor's Office will again provide funding for key users to attend the Ellucian Conferences this next year.

10. Other

There were none.

11. Announcements

West Valley College is planning an emergency drill, for which the deans will work with VPAS Fenton to finalize the plan. The date will be sometime in early Fall 2018.

12. Future Agenda Items

IS Director Ron Smith will be asked to attend a future meeting to give an IS security overview.