Members Present: Errin Bass, Michelle Christopherson, Angela Fairchilds, Wendy Griffiths-Bender, Curtis Martin, Debbi Partridge, Jim Sahlman, Donna Yarnal, Jill Stearns, Klaus Tenbergen

Members Absent: Joan Smith

Other’s Present: Al Alt, Marc Beam, John Black, Leslie Buckalew, Coni Chavez (recorder), Marty Gang, Gina Leguria, Brian Sanders, Teresa Scott, Brenda Thames, James Todd

Meeting called to order at approximately 3:00 p.m. in Oakdale at the Gene Bianchi Community Center, Conference Room 1.

1. Approval of Minutes of the Meeting of February 24, 2016
   It was agreed, by consensus, to table consideration for approval of the February 24, 2016 meeting minutes until the next meeting.

2. Introduction of New Member
   Self-introductions by DC members were made to welcome new member, Klaus Tenbergen, LTAC President.

3. Public Affairs
   District Director of Public Affairs Coni Chavez provided the following Policies and Procedures for DC review.

   a. Board Policy 1st Reading
      One minor change was recommended to 3420: Equal Employment Opportunity
      “The District strives to achieve a workforce that is welcoming to individuals from all ethnic and other groups, men, women, and persons with disabilities and individuals from all ethnic and other groups.”

      1. 3225: Institutional Effectiveness
      2. 3420: Equal Employment Opportunity
      3. 6100: Delegation of Authority, Business and Fiscal Affairs
      4. 6340: Bids and Contracts
      5. 6400: Financial Audits
      6. 6530: Authorization to Drive District Vehicles
      7. 6620: Naming of Buildings and Facilities

   b. Board Policy 2nd Reading
      No comments were made.

      1. 3-8018: Loan of District Property
      2. 3501: Campus Security and Access
      3. 3503: Missing Student Notification
4. Human Resources
   a. EEO Initiatives
   Vice Chancellor of Human Resources Gina Leguria provided an update regarding EEO Initiatives. She reported that EEO efforts are being revitalized and the EEO Committee is meeting. Additionally, she informed DC the YCCD must report to the State Chancellor’s Office on multiple measures as they relate to EEO activities. Lastly, Vice Chancellor Leguria announced the YCCD will be launching a model practice wherein “EEO representatives” will serve on each screening committee District-wide for the purpose of being an EEO information resource. EEO Representatives will be provided with additional training above and beyond the standard and may volunteer from any employee constituency group.

   b. Safety Training
   Vice Chancellor of Human Resources Gina Leguria reported dates in April that John Black, Director of District Security, Compliance and Emergency Preparedness, will make Safety Training presentations at each college. In response to a faculty request for additional discussion regarding potential changes that may impact workload, Vice Chancellor Leguria clarified the presentations are informational only and as decisions regarding campus safety/security measures are made that could result in changes, if any, discussions within appropriate venues will be held.

5. 2016-2017 Budget Targets
   Executive Vice Chancellor Teresa Scott reported that preliminary budget targets had been provided to the colleges and Central Services units. Of note, she reported that the YCCD had not earned the 3% growth dollars; thus, starting balances include that adjustment. Further, step and column increases had not been put in and there is no new revenue to cover the approx. $700k increase (COLA is approx. $425k). Lastly, PERS/STRS increases were taken from contingency fund balances as had been previously planned.

   Executive Vice Chancellor Scott went on to report that additional discussions will be held regarding FTES targets for the colleges in the 2016-17 budget year. And, with
regard to the current year, FTES are being reported as flat (combined for both colleges), but each college will have college-specific information. Additionally, should summer numbers not materialize as needed, consideration will need to be given as to how to address that decline.

6. **YCCD Strategic Plan: Goals and Objectives Update**

   Associate Vice Chancellor Marc Beam provided an update on the YCCD Strategic Plan: Goals and Objectives presented to DC at their February 2016 meeting. He acknowledged and thanked Debbi Partridge for her feedback following that meeting.

   Discussion was held regarding additional feedback/questions as reported from faculty members resulting from their recent Rep Council meeting: 1. Is there a way to assess the goals and objectives? How will goals and objectives be accomplished and measured? In response, one example was offered that demonstrates how goals and objectives will be enumerated (accomplished, assessed, and measured) in other more “operational” type plans, such as the Technology Plan; and, 2. Should the 10% fiscal reserve be a minimum or a maximum? The fiscal services bullet #3 reads, “Maintain a minimum of 10% District General Fund Balance Reserve.” Associate Vice Chancellor Beam thanked all for the additional feedback. Lastly, it was acknowledged that the draft plan had been provided via email to inform the February DC meeting and it was agreed that it would be helpful to resend the draft.

7. **Other Business**

   None

8. **Next Meeting**

   The next meeting of the District Council is scheduled for April 27, 2016 – 3 p.m. at Gene Bianchi Community Center, Oakdale.

The District Council meeting adjourned at 4:05 p.m.