

**DISTRICT CONSULTATION COUNCIL**  
**March 28, 2016**

**SUMMARY**

**MEMBERS PRESENT:** Brenda Carpio, Dana Clahane, Victoria Deemer, Brian Fahnestock, Sam Foster, Adam Gottdank, Jolena Grande, Tina Johannsen, Cherry Li-Bugg, Rod Lusch, Valentina Purtell, Irma Ramos, Greg Schulz, Bryan Seiling, Bob Simpson, Pete Snyder, Kai Stearns Moore, and Fred Williams.

**SUMMARY:** The summary of the February 22, 2016, meeting was approved as amended.

**PLANNING ITEMS**

**Budget Update:** Brian Fahnestock, Interim Vice Chancellor of Finance and Facilities, reported that current estimates indicate an additional \$600,000 in ongoing dollars due to additional FTES. Mr. Fahnestock also distributed a handout outlining District budget transfers from the General Unrestricted Fund from fiscal years 2012-13 through 2014-15, and noted that he would be available to answer any questions related to the transfers.

**Strategic Plan Fund Proposal: District-wide Universal Design Initiative:** Cherry Li-Bugg, Vice Chancellor of Educational Services and Technology, presented the Universal Design Development Project proposal for Strategic Plan funding consideration. The proposal, submitted by Adam Gottdank, would include the participation of 25 faculty members per campus in a voluntary professional development project to explore the concept of universal design and its impact on student learning, instruction, and use of instructional space. Two proposals were received from vendors that ranged between \$149,000 and \$202,300, with an additional \$41,625 earmarked for stipends and catering costs. During the discussion, Dr. Gottdank requested an additional \$95,106 to fund a full-time Coordinator, for 1-½ years, which would increase the total cost of the project to \$339,031.

During the ensuing discussion, questions were raised regarding measureable outcomes, compensation for participation in a staff development activity, implementation, and current interest in the concept of universal design. Academic Senate representatives noted that while the Universal Design project had been presented to the Senates, no official vote had occurred, and they voiced slight apprehension about moving forward on a faculty participation project prior to a vote. Ultimately it was determined that a subcommittee would be formed to review both vendor proposals and revise the funding proposal request, and that the item would return to the May 23 meeting for further consideration.

**POLICY ITEMS**

**Chapter 2: Board of Trustees:**

**Revised BP2200, Board Duties and Responsibilities:** BP2200 was presented with a revision to Section 2.6 and an update to the "Reference" section. **There was consensus to approve revised BP2200 and it will now be forwarded to the Board of Trustees for consideration.**

**Chapter 6: Business and Fiscal Affairs:**

**Revised BP6320, Investments:** BP6320 was presented with a revision to Section 1.0 to include the Other Post Employment Benefit (OPEB) Irrevocable Trust. In the ensuing discussion questions were raised related to the OPEB trust and the Investment Policy Statement. **This item will return to the April meeting for further review and consideration.**

**OTHER ITEMS**

**Policies and Procedures Workgroup:** Interim Chancellor Williams shared that in preparation for the October 2017 accreditation visit, the District must conduct a review all Board Policies and Administrative Procedures to ensure that the District is in compliance. Mr. Williams expressed a desire to create a policy and procedure workgroup to review all policies and procedures, and also to implement a regular review cycle moving forward. It was noted that a large number of policies and procedures will need to updated to reflect the ACS accreditation requirements for the School of Continuing Education.

**ADJOURNMENT:** The meeting adjourned at 3:27 p.m.