

MINUTES
YOSEMITE COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES
FIRST ADJOURNED MEETING FROM THE 517th REGULAR MEETING
March 21, 2008

ANNUAL BOARD RETREAT
Gene Bianchi Community Center
Conference Room One
110 South Second Street
Oakdale, California

8:30 A.M.

The meeting was called to order by Board Chair Abe Rojas at 8:45 a.m.

Board Members Present Pat Dean
 Anne DeMartini
 Linda Flores
 Abe Rojas
 Desirree Abshire
 Tom Hallinan (arrived at 11:15 a.m.)
 Paul Neumann

Board Members Absent Elbert James (Student Trustee)

Others Present G. Rose, T. Scott, D. Wirth, N. Stavrianoudakis, R. Rose,
 B. Crow, and S. Akiona (Recorder).

DISCUSSION ITEMS

Safety & Security
Presentation
15,765

Becky Crow presented on Disaster Planning at YCCD and shared the Comprehensive Emergency Operations Plan (CEOP). She reviewed State and Federal requirements. SEMS/NIMS (Strategic Emergency Management System/National Incident Management System). State training has been completed by the District's top administrators. Training is continuing with the next level of the administration team. Administrative training will be ongoing.

The Chancellor directed the Safety & Security Department to develop a plan that is SEMS/NIMS compliant that is flexible enough to apply District-wide, at one college, or even in a sole building. A District-wide committee worked to formulate this plan. The plan will be reviewed and updated annually. All employees will receive one hour of updated training once a year.

The YCCD Emergency Operations Plan covers immediate action plans for a variety of specific emergencies and emergency notifications to staff, faculty and students. The plan also includes training that will empower staff to be able to assist during a major community disaster, should the need occur. The Plan defines

roles and responsibilities of team members. The plan designates an emergency operations center and alternate site both on and off campus and interlaces our planning with police, fire, medical facilities, and city, county and government departments.

This plan is currently in the Chancellor's office for review and approval.

15,766

District-wide Planning

Chancellor Darnell led a discussion regarding District-wide integrated planning. The Board and Chancellor reviewed the District Strategic Plan, Central Services Strategic Plan, Columbia College Strategic Planning Process, Chancellor's Long-Term Goals and the Board's 2007-2008 Priorities. The District Strategic Plan is the umbrella planning document for the District. The overarching goal is for strategic planning documents from the colleges and Central Services to nest within the District Strategic Plan. Board Priorities and Chancellor's Goals also align with the District Strategic Plan. Columbia College has created an effective Strategic Planning process which identifies the relationships and integration between planning processes. MJC's strategic plan is still in progress.

Chancellor Darnell and the Board reviewed and discussed Central Services goals and objectives. The Central Services Strategic Plan closely mirrors and supports the District Strategic Plan. The Vision and Mission of Central Services states that we will be a 21st century operation that serves our colleges and our students. The Central Services Strategic Plan defines how the Central Services unit supports teaching and learning, through provision of high quality services to the colleges. Central Services strives to become more effective across the institution in a collaborative way. Chancellor Darnell is focused on improving communications across the District.

Trustees discussed supporting the improvement of safety and security measures throughout the District. Trustees also discussed supporting the colleges in activities related to civic responsibility and cultural diversity. Chancellor Darnell reported that Human Resources is currently developing a District-wide succession planning program. Trustees would like the recruitment process reviewed and revamped to be more effective in developing stronger, more diverse applicant pools. Current MJC students should also be encouraged to consider the colleges and the District as a potential future employer. Chancellor Darnell is also interested in identifying "grow your own" programs to identify potential leaders within the District.

15,767

Budget Review & Priorities

Executive Vice Chancellor Teresa Scott and Chancellor Darnell updated the Board on the most recent bond issuance. Bond sales are currently \$150 million in this round.

Ms. Scott reviewed the Budget Planning timeline with the Board. The budget process begins in October of each year. Discussion and decisions regarding budget priorities and budget assumptions begin in October and conclude in January. In March, budget targets are distributed. After the State Budget May Revise is received, a tentative budget is presented to the Board in June. The final State Budget arrives in July or August, with the Final Budget being submitted to the Board for approval in September.

Ms. Scott reviewed the 2007-2008 District Budget, and a projected 08-09 District Budget, should the \$40 million community college portion of the State deficit be implemented. Additionally, there is the newly identified statewide property tax shortfall. That shortfall is estimated at \$80 million statewide due to erroneous reporting by two counties in the State. State apportionment to the District is made up of three funding components: property tax, enrollment fees, and State funds. The property tax shortfall is a key component of the State apportionment this year.

Ms. Scott reviewed the 2007-2008 and 2008-2009 estimated deficits which include a \$1.2 million property tax shortfall, \$507,000 State categorical budget cuts, step and column increases, energy and utility costs, medical benefit increases, and anticipated growth. Ms. Scott also provided the Board with an overview of the impact the anticipated budget cuts will have on compensation and benefits that are funded through unrestricted (categorical) funds.

15,768

Student Access, Success
& Excellence

Trustees discussed the need for the Board, as educational community leaders, to publicize that the Yosemite Community College District Trustees encourage high school students to transition to higher education. It is the responsibility of the Board to raise public awareness of the educational programs and services our colleges provide and to promote learning and student success. Trustee Abshire's service on the State Basic Skills Roundtable, MJC's Passport to College program, Columbia College's Middle College program, and TRIO programs at each college are just a few examples of programs that should receive more publicity and recognition in the community and public schools. Trustees desire opportunities to improve relationships with local high schools, counselors and administrators. They desire to make public that there is not enough focus on higher education in the Central Valley.

Chancellor Darnell reported that there has been improvement in the public information process at the District which has improved relationships with local media. He suggests that the Board

further develop and promote cooperative relationships with their City and County counterparts. Trustees desire to be proactive and increase the college going rate and the success rate of students.

Trustees will have further discussion on this topic at an upcoming Board meeting and may appoint a Board subcommittee to work with the Chancellor to develop an action plan. That plan should include an ongoing process to allow Trustees to assist with the promotion of our colleges as a viable and affordable higher education option.

This topic will be agendaized for discussion at an upcoming Board meeting.

RECESS TO CLOSED SESSION

At 12 noon, the Board recessed to Closed Session to discuss the following items:

- Discussion:
1. Pursuant to G. C. Section 54957
Discipline/Dismissal/Release/Appointment
CEO Evaluation
 2. Pursuant to G.C. Section 54956.8 – Property Negotiator
Conference with real property negotiators
 3. Pursuant to G. C. Section 54957.6 - Conference with Labor Negotiators
District Representatives: R. Darnell, T. Scott, D. Wirth
Employee Organizations: CSEA

The Board reconvened to open session at 1:45 p.m.

Report Out From Closed Session
15,769
Chancellor Evaluation Processes

None.

Chancellor Darnell is preparing to send a Chancellor Evaluation form to the entire District community for participation and feedback. Board members reviewed the evaluation instrument and offered suggestions. Evaluations of presidents and vice chancellors will occur at the end of this academic year, following completion of the Chancellor's Evaluation. The Chancellor will investigate online survey options to streamline the process and protect anonymity.

The Chancellor Evaluation process from the District Community should be concluded and ready for a report to the Board at its June meeting. The Board will conduct its evaluation of the Chancellor in July.

15,770
Administrative Evaluation Process

Chancellor Darnell will investigate whether a survey approach can effectively be applied to Chancellor's Cabinet members and

the management team. Evaluations of management team members are almost one hundred percent current. Trustees stressed their concern regarding timely evaluations for all faculty, staff and management in order to minimize future personnel issues.

15,771

Board Self-Evaluation
Process

Trustees have begun their self-evaluation process for 2007-2008. Trustees will complete their individual evaluation forms and return those to the Chancellor's office. The results will be compiled and prepared for the Board for review and discussion at a later meeting.

Chancellor Darnell presented the Board with research results from Harris Interactive entitled "Perceptions of California's Community Colleges" for their review. Trustees were also asked to complete and return their ballot for the California Community College Trustee Board election.

15,772

NEXT MEETING

The next regular meeting of the Board of Trustees will be held on Wednesday, April 9, 2008. Closed Session will begin at 3:30 p.m. and Open Session at 5:30 p.m. at Yosemite Community College District, District Board Room, 2201 Blue Gum Avenue, Modesto, California.

The Board Retreat was adjourned at 2:10 p.m.

Abe Rojas, Chair
YCCD Board of Trustees

D. Roe Darnell, Secretary
YCCD Board of Trustees