



Friday, May 31, 2019
Chancellor's Consultation Council

Order of the Agenda
Ventura County Community College District
761 East Daily Drive
Camarillo, CA 93010
9:00 a.m.

1. Call to Order

1.01 Call to Order

2. Review of Consultation Council Notes

2.01 Review May 3, 2019 Consultation Council Notes.

2.02 FY19 Consultation Council Board Evaluation

3. Board Meeting Agenda Review

3.01 Review and Discuss June 11, 2019 Joint Meeting Between VCCCD Board of Trustees and VCCCD Personnel Commission Agenda

3.02 Review and discuss June 11, 2019 Board of Trustees Meeting Agenda.

3.03 Review and discuss June 24, 2019 Board of Trustees Planning Session Agenda

4. Accreditation and Planning

4.01 Employee Perception Survey - Next Steps

4.02 Consultation Council Self-Appraisal Survey Review

5. Other Items

5.01 Future Meetings - August 2, 2019.

5.02 Future Agenda Items

6. Consultation Council Member Updates

6.01 Updates to the Council

7. Adjourn Meeting

7.01 Adjourn meeting

**Ventura County Community College District
Consultation Council Notes
May 3, 2019**

Members Present: David El Fattal, Amparo Martinez, Dana Boynton for Maria Urenda, Gilbert Downs, Doug Thiel, Sebastian Szczebiot, Michael Arnoldus, Laura Barroso, Diane Eberhardy, Lydia Morales, Nenagh Brown, Patti Blair, Kim Hoffmans
Skype Call: Luis Sanchez, Damon Bell, Julius Sokenu
Not Present: Greg Gillespie, Laura Brower, Damien Peña
Recorder: AnnMarie McCarthy

Agenda Item	Summary of Discussion	Action	Assigned to:
Call to order	D. El Fattal called the meeting to order at 9:05 a.m.		
Review of Consultation Council Notes for March 29, 2019	The March 29, 2019 Consultation Council Notes were reviewed with one minor change.		Greg Gillespie
Review and discuss May 14, 2019 Board of Trustees Meeting Agenda.	<p>D. El Fattal reviewed the May 14, 2019 VCCCD Board of Trustees Meeting agenda.</p> <p><i>Item 4.02 Recognition of Ventura County Community College District Retirees</i> - N. Brown believes there are 2 more names to be added to the retiree list. P. Blair noted that it may be a timing issue and their names most likely will be on the June board meeting.</p> <p><i>Items 5.01 Student Trustee Advisory Report, 5.02 Student Reports, 5.03 College Reports, 5.04 District Administrative Reports</i> – N. Brown and L. Sanchez questioned the placement of these items on the agenda. D. El Fattal noted the addition of <i>Item 5.04 District Administrative Reports</i> and further stated it was decided by the Board.</p>		Greg Gillespie

Agenda Item	Summary of Discussion	Action	Assigned to:
	<p><i>Items 7.01 Administrative Services Committee Update, 7.02 Policy, Planning and Student Success Committee Update</i> – P. Blair states the Trustees are requesting a copy of the draft meeting minutes for each committee included in these items.</p> <p><i>Item 11.02 Action to Approve/Ratify Board Purchase Order Report #11, for FY 2018-2019 from March 19, 2019 to April 22, 2019</i> - N. Brown questioned why items are split into “Under \$50,000 and Over \$50,000” and indicated the college location should be added for purchases. D. El Fattal said the items have always been split and to his knowledge the college names are listed, but will look into this further.</p> <p><i>Item 11.05 Action to Approve Award of Bid 566, Districtwide Parking and Roadway Maintenance, to the lowest responsible bidder in each Section of the Bid. – PLACEHOLDER BIDS DUE ON 4/25/19</i> – D. El Fattal stated this item is pulled.</p> <p><i>Item 11.06 Action to Approve a One-Year Agreement with Turnitin, Originality and Plagiarism Checking Services and Software</i> – D. El Fattal reports this is a districtwide cost. D. Thiel and N. Brown stated concerns that this service duplicates what is in Canvas. D. El Fattal advised there is one fee paid and it is not duplicative of what is already in Canvas.</p> <p><i>Item 11.08 Action to Ratify New Contracts and Grants for Fiscal Year 2018-19</i> – D. El Fattal notes that Oxnard College has not submitted a Letter of Intent to participate in the California Virtual Campus Online Education Initiative-Improving Online CTE Pathways. D. Eberhardy confirms that they will not be requesting funds.</p>		

Agenda Item	Summary of Discussion	Action	Assigned to:
	<p>D. El Fattal stated the Classified Professional Development Funds in the amount of \$95,177.00 will be added to the agenda. A. Martinez advised there are continuing discussions as to how these funds will be used. D. Eberhardy states that Oxnard College has a Professional Development Committee that oversees faculty and classified staff and that the money should go through that committee. S. Szczebiot stated all three Classified Senate Presidents feel strongly the Classified Senates should receive the funds and work with SEIU to decide how the money is spent; these should be additional funds to money already budgeted.</p> <p><i>Item 15.02 Action to Approve FY 2018-19 Additional SCFF Revenue – Budget Augmentation</i> – D. El Fattal reported that on 4.25.19 additional information was provided as to the deficit. There are still ongoing conversations at the State regarding the Student Centered Funding Formula.</p> <p><i>Item 15.04 Action to Approve Use of Designated Reserves and Approval of Budget Amendment (Requires 2/3 Vote)</i> – D. El Fattal reported this item will be changed. The request is for funds in conjunction with the Solar Energy Project, \$100,000.00 for legal fees and \$400,000.00 for an independent consultant over the next 5 years.</p> <p>D. El Fattal requested a placeholder Item 15.05 as to the Clean Power Alliance opt-in options.</p> <p>L. Barroso requested a placeholder Item 16.09 for Sick Leave Pool request.</p> <p><i>Item 17.04 Action to Approve Local Goals that Align with the CCCCO Vision for Success: Moorpark College, Oxnard College, Ventura College</i> – N. Brown inquired</p>		

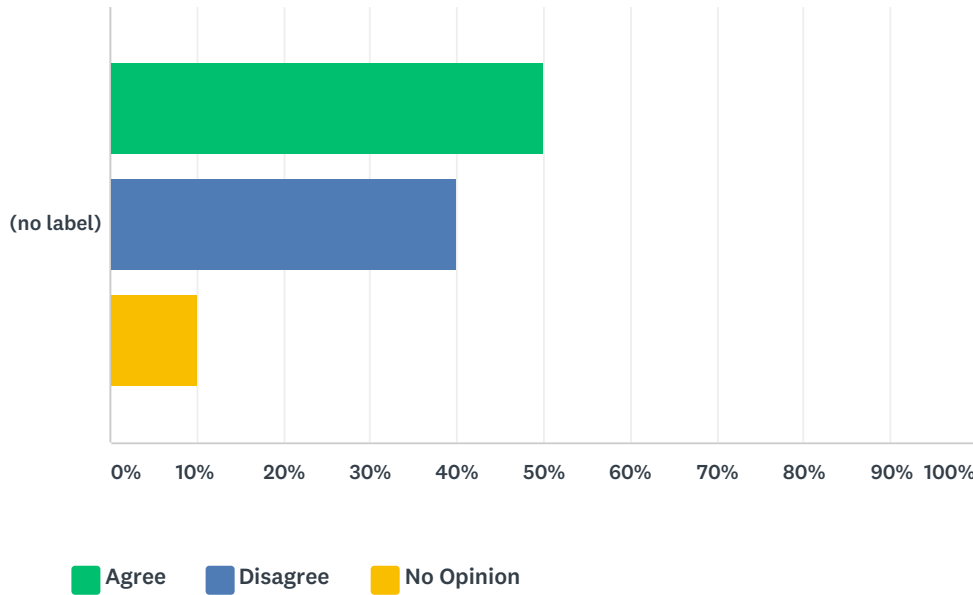
Agenda Item	Summary of Discussion	Action	Assigned to:
	<p>as to where Moorpark College's Goals document is. P. Blair stated it will be added to the agenda.</p> <p><i>Item 17.06 Review of June 24, 2019 Board of Trustees Strategic Planning Session Agenda</i> – P. Blair stated the agenda is forthcoming.</p>		
<p>Accreditation</p> <ul style="list-style-type: none"> Student Perception Survey 	<p>D. El Fattal stated the Student Perception Survey closes today at Noon.</p>		
<p>Future Meetings</p>	<p>May 31, 2019</p>		
<p>Future Agenda Items</p>	<p>Final version of compressed calendar report.</p>		
<p>Updates to the Council</p>	<p>D. Boynton reported on behalf of M. Urenda and commented on <i>Item 16.01 Action to Approve Memorandum of Understanding Between the Ventura County Community College District and SEIU Local 99, Dated April 17, 2019; and Use of Reserves (Requires 2/3 Vote)</i> thanking the Board for their support.</p> <p>L. Morales reported her term as Academic Senate President will continue until further notice and commented on the Participatory Government Handbook.</p> <p>K. Hoffmans reported on four scholarship events happening at Ventura College. She recently attended the Student Art Award Show and was impressed with the talent from Ventura College. The campus is getting ready for graduation and expect more attendees than</p>		

Agenda Item	Summary of Discussion	Action	Assigned to:
	<p>last year resulting in 2 designated overflow areas being identified.</p> <p>N. Brown reported May 7 is the last meeting to discuss the Student Equity Plan.</p> <p>D. Eberhardy reported Oxnard College’s Participatory Government Handbook did not pass approval.</p> <p>P. Blair reported that the website redesign focus group meetings have been completed. Next step is scheduling meetings to review individual websites to determine if it will remain as is, be modified or deleted. Stakeholder interviews will be scheduled. The website redesign survey has been closed. A marketing tab in the VCCCD Newsroom was created for updates. There will be a special edition of district newsletter highlighting graduations. On April 26th the Associated Students Leadership luncheon was held at Oxnard College to highlight successes. It was catered by the Oxnard College Bistro and attended by representatives of several elected officials and trustees.</p> <p>G. Downs thanked Diana Martin and Beth Shepard for their recent visit to the Classified Senate meeting to showcase the VCCCD Newsletter and provide information on logos, and commented on classified scholarships and the Caps and Gowns Loaning program.</p> <p>S. Szczebiot commented on the Dean’s List ceremony, Vision for Success Goals, Participatory Government Handbook, Classified Senate Appreciation lunch scheduled for May 24th to include service awards, and the Classified Senate officer elections.</p>		

Agenda Item	Summary of Discussion	Action	Assigned to:
	<p>A. Martinez commented on the Classified Retreat, visit by marketing staff to Classified Senate meeting, creating basic needs packages for the homeless, and Classified Senate offer elections, and thanked President Sanchez for all his support.</p> <p>L. Sanchez stated he appreciates the opportunity to serve as Interim President at Oxnard College and congratulated K. Hoffmans for being selected and expressed disappointment with the Collaborative Brain Trust report, but is looking forward to hearing additional information at the May board meeting.</p> <p>J. Sokenu commented on the inaugural Common Grounds breakfast addressing challenges at the local level focusing on mental health and several presenters provided resources and information, including a representative from CLU, the Makers Space event on campus highlighting the dynamic work taking place at the campus, Moorpark College Foundation Scholarships awarding over \$150,000.00 to students, the Forensics program being ranked 2nd in the state and thanked Dr. Gillespie for holding the Chancellor Forum on campus.</p>		
Adjourn Meeting	D. El Fattal adjourned the meeting at 10:30 a.m.		

Q1 The Board supported achieving diversity within the District and its colleges (Board Performance Goal 1)

Answered: 10 Skipped: 1



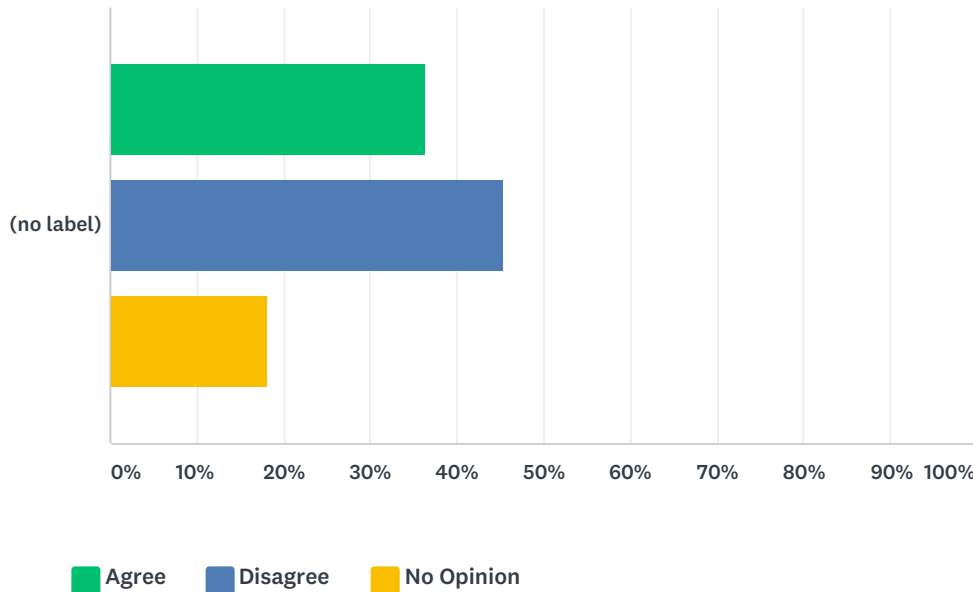
	AGREE	DISAGREE	NO OPINION	TOTAL	WEIGHTED AVERAGE
(no label)	50.00%	40.00%	10.00%	10	0.56
	5	4	1		

Observations have been combined and randomly sorted in one paragraph to maintain anonymity of participants. Original text may contain typographical errors.

I do not see any movement on this issue There's a commitment of diversifying the faculty, staff, and administrator ranks. The board supported diversity but hr was not successful with this. Diversity is still very much lacking in our district and it's consistently being talked about with no action taken. The rhetoric is supportive of diversity. We have a long way to go toward practices to that end. Diversity has been discussed for years with no successful outcomes.

Q2 The Board served as an effective policy-making body and followed the District and Colleges' governance structures and processes. (Board Performance Goal 2)

Answered: 11 Skipped: 0



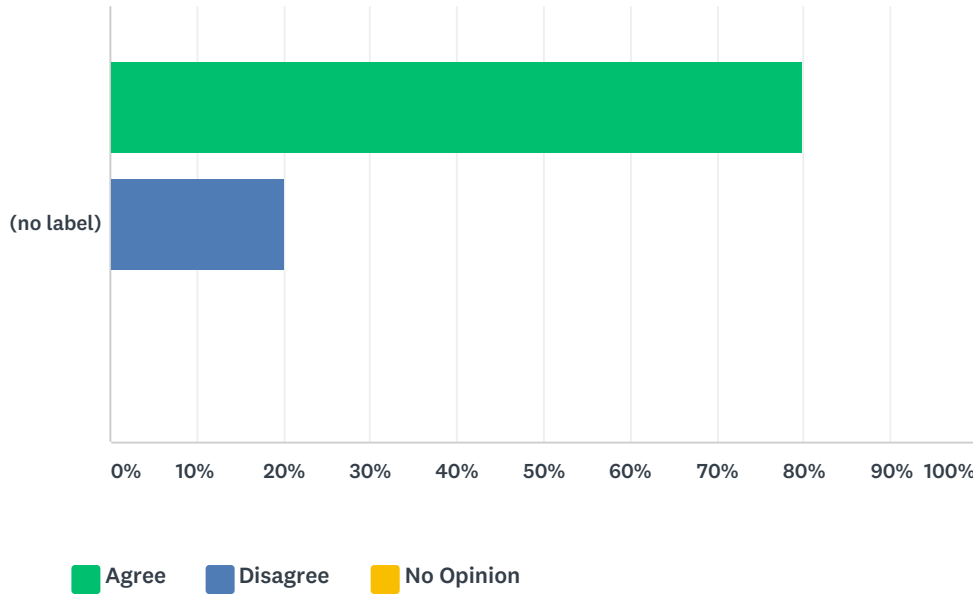
	AGREE	DISAGREE	NO OPINION	TOTAL	WEIGHTED AVERAGE
(no label)	36.36%	45.45%	18.18%	11	0.44
	4	5	2		

Observations have been combined and randomly sorted in one paragraph to maintain anonymity of participants. Original text may contain typographical errors.

Some members of the board do not seem to know our governance structures and processes. Haven't observed much time spent on policy-making. This has been a learning period for the two new trustees - what is the role of the trustees and what are the governance structures and processes within which they should work? It would be helpful if more of their questions were asked - and answered - in advance of the Board meetings where possible. Both Trustees Chancer and Torres are proving fast learners, however, and the three continuing trustees are being patient while this happens and determined to maintain the spirit of collegiality within our Board, even when differences of opinion inevitably arise. New trustees need more training on the governance processes. New trustees don't fully understand the governance structure and how they fit into it. Red flag. Some members of the board need to familiarize themselves with the participatory governance process at the colleges and understand what can and can't be done through shared governance. Misinformation has been shared at the board meetings during their trustee reports that can't necessarily be corrected at that time. However, the newer members of the Board seem to indicate a desire to become more intimately involved with college operations...a red flag.

Q3 The Board, through the Chancellor, consulted with the District Consultation Council and the community to ensure effective communication, partnership, and collaboration. (Board Performance Goal 3)

Answered: 10 Skipped: 1



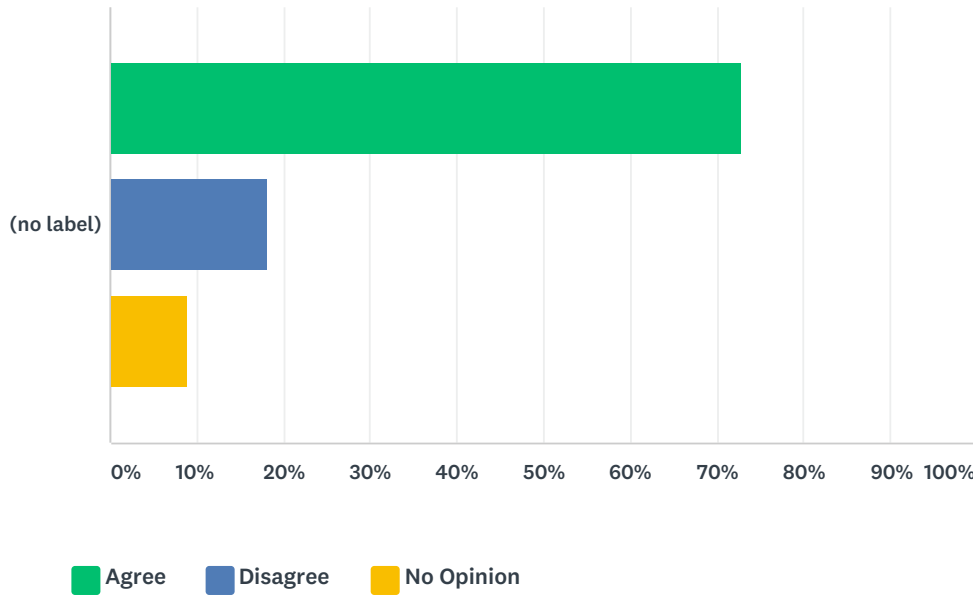
	AGREE	DISAGREE	NO OPINION	TOTAL	WEIGHTED AVERAGE
(no label)	80.00%	20.00%	0.00%	10	0.80
	8	2	0		

Observations have been combined and randomly sorted in one paragraph to maintain anonymity of participants. Original text may contain typographical errors.

Yes this is happening but new trustees have to extend beyond the unions' perspectives. Some decisions still being taken without proper consultation.

Q4 The Board supported the Chancellor in implementing VCCCD 2016-2019 Strategic goals and objectives, key projects and initiatives, including increased student access and completion, accreditation, ongoing and sustainable finances, Guided Pathways, Strong Workforce, and measurements of institutional effectiveness optimizing performance-based funding model points to increase revenue. (Board Performance Goal 4)

Answered: 11 Skipped: 0



	AGREE	DISAGREE	NO OPINION	TOTAL	WEIGHTED AVERAGE
(no label)	72.73%	18.18%	9.09%	11	0.80
	8	2	1		

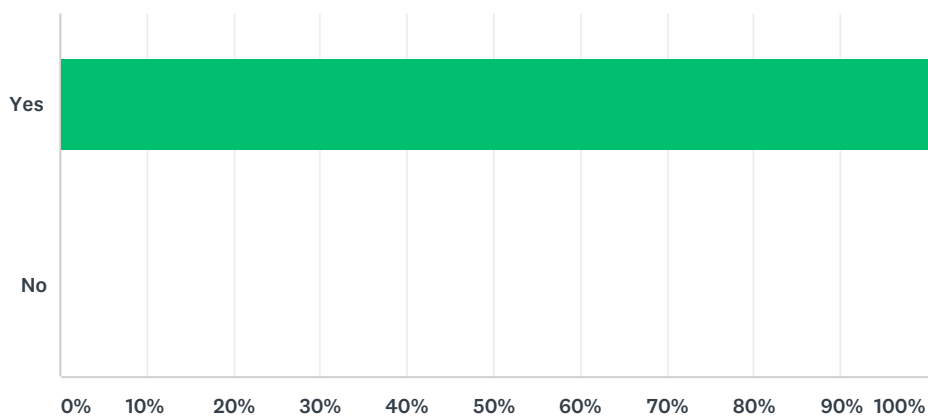
Observations have been combined and randomly sorted in one paragraph to maintain anonymity of participants. Original text may contain typographical errors.

New trustees need further understanding of initiatives and finance. The Board has supported the Chancellor in implementing the strategic goals. No, new trustees could use more orientation on these items.

Q2 Does the committee charge reflect the business of the committee?

(Charge provided below.)"The District Consultation Council is the representative body designed to facilitate cross-District communication, support the governance processes at each College, and assist in District governance as described in the accreditation standards. The District Consultation Council facilitates and integrates communication across the four sites of the District by:--Reviewing the Board agenda prior to action by the Trustees; --Recommending appropriate participatory governance structures for the District, and monitoring and assessing effectiveness of the implementation of said governance structures; and --Receiving and analyzing recommendations from College governance bodies and determining the appropriate next step for such recommendation.

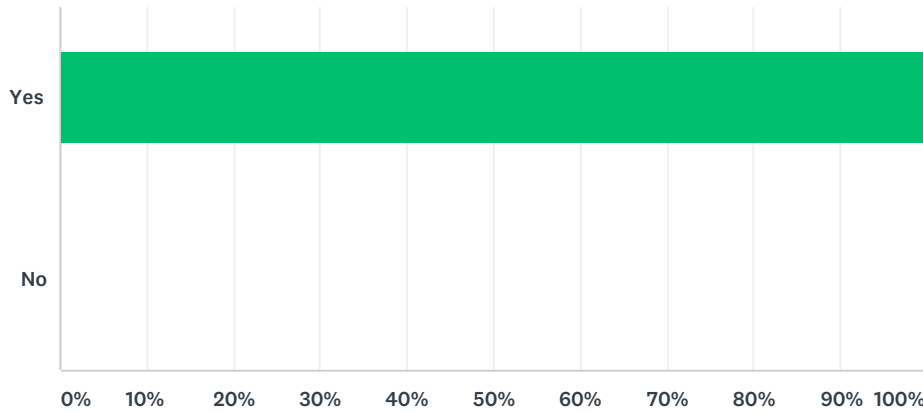
Answered: 8 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	100.00%	8
No	0.00%	0
TOTAL		8

Q3 Is the committee environment conducive to open discussion of relevant issues?

Answered: 8 Skipped: 0

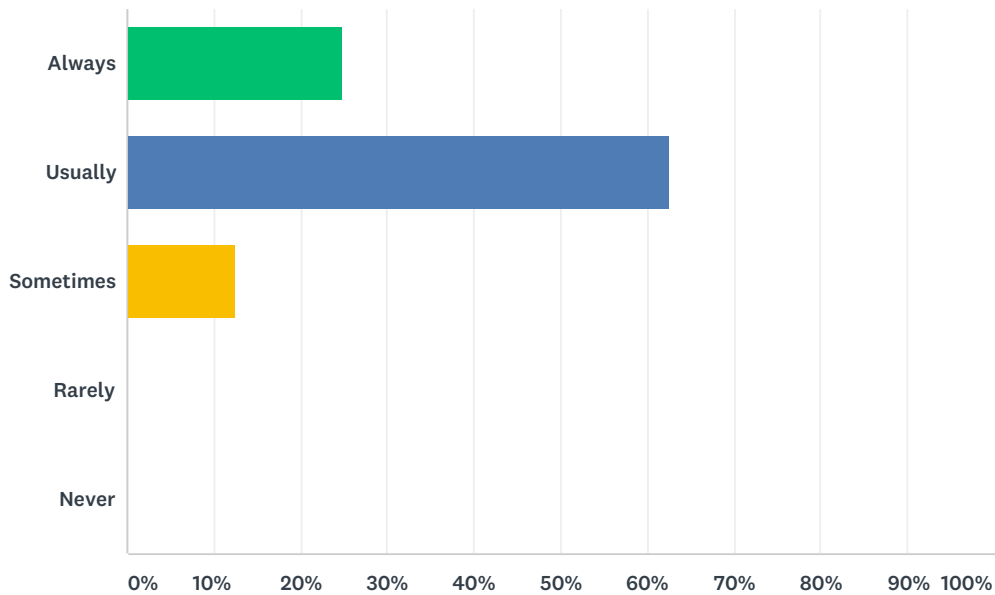


ANSWER CHOICES	RESPONSES	
Yes	100.00%	8
No	0.00%	0
TOTAL		8

#	IF "NO," PLEASE EXPLAIN YOUR RESPONSE.
	There are no responses.

Q4 Are the issues brought to the committee effectively addressed in a timely manner?

Answered: 8 Skipped: 0

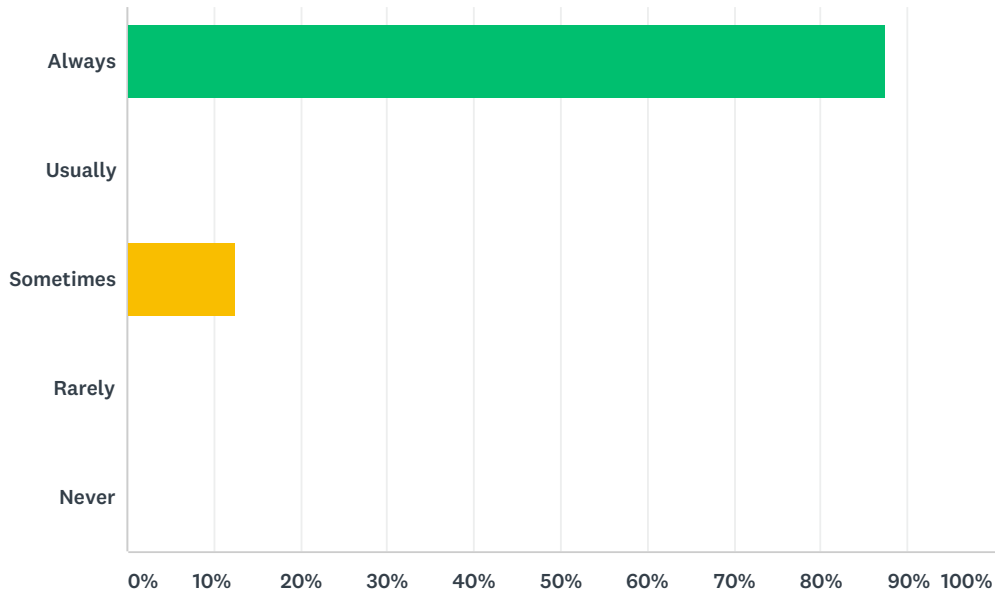


ANSWER CHOICES	RESPONSES
Always	25.00% 2
Usually	62.50% 5
Sometimes	12.50% 1
Rarely	0.00% 0
Never	0.00% 0
TOTAL	8

#	PLEASE EXPLAIN YOUR RESPONSE.
1	A few matters---such as the Compressed Calendar---have taken much too long to discuss, analyze, and implement.
2	Issues are discussed or addressed at the meeting when possible or discussion occurs to determine when an item can be addressed.

Q5 Are the committee's agendas posted and accessible in an easy and timely manner?

Answered: 8 Skipped: 0

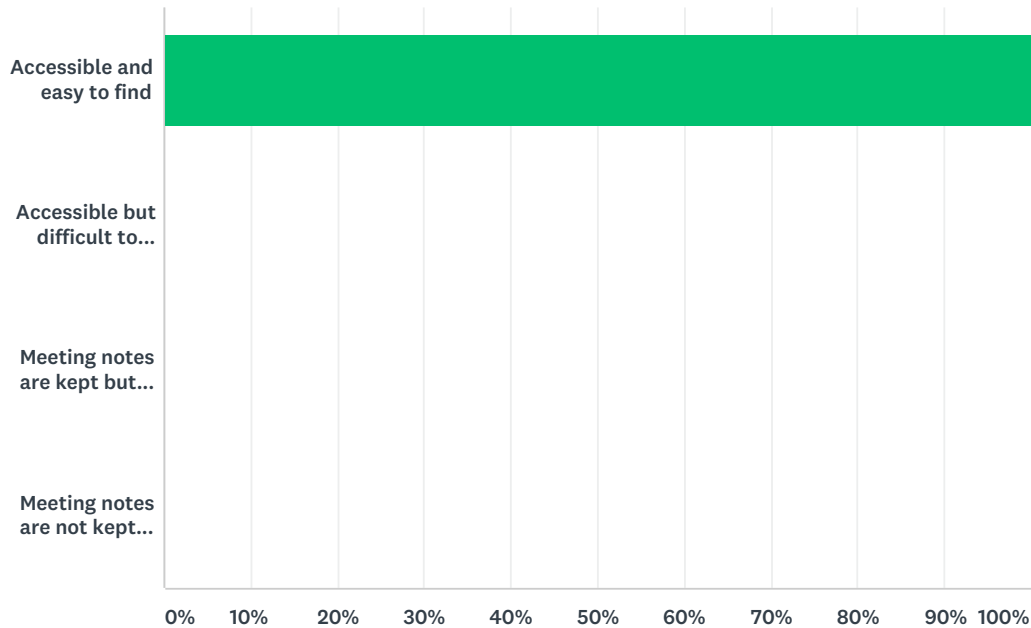


ANSWER CHOICES	RESPONSES
Always	87.50% 7
Usually	0.00% 0
Sometimes	12.50% 1
Rarely	0.00% 0
Never	0.00% 0
TOTAL	8

#	PLEASE EXPLAIN YOUR RESPONSE.
1	It would be nice if we were able to get them a 4-7 days before the meeting as there is a lot to read in a very short period of time.

Q6 Are the committee meeting notes readily accessible?

Answered: 8 Skipped: 0

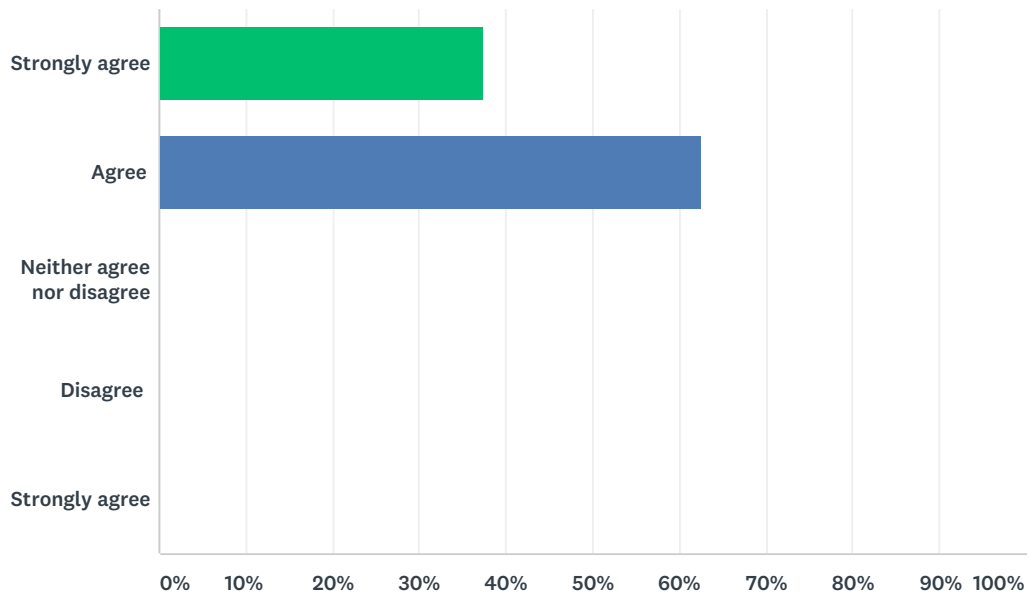


ANSWER CHOICES	RESPONSES	
Accessible and easy to find	100.00%	8
Accessible but difficult to find	0.00%	0
Meeting notes are kept but not posted	0.00%	0
Meeting notes are not kept (that I am aware of)	0.00%	0
TOTAL		8

#	PLEASE EXPLAIN YOUR RESPONSE.
1	Sent with the agenda.

Q7 To what degree do you agree with the following statement: "The business of the committee was accomplished effectively"?

Answered: 8 Skipped: 0



ANSWER CHOICES	RESPONSES	
Strongly agree	37.50%	3
Agree	62.50%	5
Neither agree nor disagree	0.00%	0
Disagree	0.00%	0
Strongly agree	0.00%	0
TOTAL		8

#	PLEASE EXPLAIN YOUR RESPONSE.
1	Meetings are focused on reviewing the Board meeting agenda.

Q8 What gaps (if any) in systems need to be addressed in order to support the planning efforts, research needs, or communication issues necessary for this committee to function more effectively?

Answered: 0 Skipped: 8

#	RESPONSES
	There are no responses.

Q9 Discuss agenda items that need completion, items for future consideration by the committee, and/or changes needed to improve the effectiveness of this committee.

Answered: 1 Skipped: 7

#	RESPONSES
1	<p>This committee has become bigger and perhaps more formal - but this serves to give weight to each of its representatives present at the meeting. We are all allowed our time; we are all encouraged to speak. The agendas are out in enough time to be prepared and do some research before any commenting; the one time some of the attachments were not out in time really reminded me how much I depend on this group to keep up to date with the district agenda before the Board. The report outs at the end can be long but it does allow all to have their say if feel the need.</p>