## Agenda—March 6, 2009
12:00 Noon – 3:00 PM

<table>
<thead>
<tr>
<th>Topic/Issue</th>
<th>Leader</th>
<th>Time</th>
<th>Desired Outcome</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agenda Review</td>
<td>All</td>
<td>2 minutes</td>
<td>Members add or delete items from the agenda</td>
</tr>
<tr>
<td>Announcements</td>
<td>All</td>
<td>10 minutes</td>
<td>Members share announcements related to the Workgroup</td>
</tr>
<tr>
<td>Review Minutes from Feb 27, 2009 meeting</td>
<td>Ted</td>
<td>10 minutes</td>
<td>Approve minutes</td>
</tr>
<tr>
<td>Finalize number of open forum events, their dates and times</td>
<td>Ted</td>
<td>30 minutes</td>
<td>Agreement on number of open forum events, their dates and times</td>
</tr>
<tr>
<td>Do we want to survey the college?</td>
<td>Ted</td>
<td>10 minutes</td>
<td>Decision on whether or not to administer a college-wide survey</td>
</tr>
<tr>
<td>Background questions and topics to be distributed prior to the open forums and/or survey</td>
<td>Ted</td>
<td>60 minutes</td>
<td>Agreement on questions and topics to be distributed prior to the open forums and or survey</td>
</tr>
<tr>
<td>Format for open forums</td>
<td>Ted</td>
<td>50 minutes</td>
<td>Agreement on format for open forums</td>
</tr>
<tr>
<td>Around the table</td>
<td>All</td>
<td>8 minutes</td>
<td>Members report on activities since the last meeting</td>
</tr>
</tbody>
</table>

Other

Next Meeting

Adjourn
DVC Accreditation: Workgroup #1
Agenda—March 6, 2009
12:00 Noon – 3:00 PM

Attendees: Michael Almaguer, Maria Barno, Sue Handy, Laurie Lema, Teresa Molnar, Julie Walters, Ted Wieden, and Tish Young.
Absent: Kathleen Costa, Beth Hauscarriague and Lindsay St. Hill
Guest: Jocelyn Innanucci and Nancy Ryan-Grant

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Review Minutes from Feb 27, 2009 meeting—minutes approved.

Finalize number of open forum events, their dates and times:
- Two forums, each held twice on separate days to reach as many folks as possible.
  - Forum 1A – March 6 11:30-2:00 pm BLF Community Room
  - Forum 1B – March 9 2:00 – 4:00 pm BLF Community Room
  - Forum 2 – April 2 and April 3 time TBA in BLF Community Room

Do we want to survey the college?
- Keep on agenda—not ready for this discussion until after we have our first forum

Background questions and topics to be distributed prior to the open forums and/or survey
Questions presented to group 2/27/09 were modified by group electronically finalized:

**Questions sent out in advance for the community to Consider:**

1. For which college decisions would you like to have more input?
2. How would you like your input to be considered (through your constituent representative, through existing college committees and structures, through a college-wide representative committee)?
3. What improvements do you think can be made to the existing committee structure and decision-making processes?
4. Which committee(s) do you think is/are especially important and should remain in the decision-making processes?

**Once Accreditation Workgroup #1 has drafted a response to this charge, we need your input on:**

5. If we create a new ‘shared governance body’, what decisions should this body make?
6. How would you like to be notified about a proposed new governance structure? Email, open forums, through your constituent group representative (ASDVC, Classified Senate, Faculty Senate)?
7. Finally, when would you like to receive a proposal for a new governance structure? Prior to review by constituent groups; during the constituent group approval process; some other time frame (please specify).

These questions will be included in the invitation to the 1st open forum.
Recommendation 1 and 7 Accreditation Work Group

Format for open forums
Discussed draft Agenda for 1st Forum Ted put together –it was adopted

Forum #1 Agenda
11:30 – 11:45 Overview of Recommendations 1 & 7 from the Accreditation Commission for Community and Junior Colleges (ACCJC)
11:45 – 12:00 Comments and questions from forum participants (open microphone)
12:00 – 12:15 Presentation of workgroup responses to these recommendations
12:15 – 1:30 Design a structure (forum participants provide input on the college’s response
1:30 – 1:45 Wrap up
1:45 – 2:00 Next steps.

Important points to discuss at the first Forums:

- Core Structure –(Ted) College Council, ASDVC, Classified Senate, Faculty Senate, College President—Based on Board Policy 1009 and DVC Procedure 1009.01
- What should College Council be about? What should it be?
- What are roles and responsibilities of each of these groups charged with governance
- Need to educate them and get their opinion on creation of a College Council
- What is its Charge and Function of College Council?
- College Council serves as the college’s central participatory/governance council, functioning as the institution’s primary decision-making and planning body.

Draft Ideas to include on a Handout given to Forum 1 participants.

Not intended to be an obstacle on the way to recommendations to the President, but rather a collective review forum where representative leaders validate the support and integrity of recommendations. Derives its authority from its representative nature not its superior status

Goals and Objectives
Proposes and recommends annual and multi-year college objectives to carry out goals that are clearly defined, easy to understand and realistic
Serves as the accreditation steering committee
Formation of strategic goals

Philosophy and Mission
To review college philosophy/mission/goals
Keeper for the plan and vision for the college

Budgeting, Planning and Resource Allocation
Provides shared governance leadership for district strategic planning and district goals and objectives
Oversees college-wide strategic planning process (short and long range), achievement
of outcomes, efficiency standards and budget policies and procedures
Recommends college and district budget proposals for funding
Advises the President, senates, ASDVC and other major college groups on policy
development matters pertaining to planning, budgeting and accountability
Requests, considers and makes recommendations to the President on the proposals
from decision-making groups.
To decide the processes for resource allocation
Leads the implementation and evaluation of the annual planning cycle

**Communication**
Foster improved communication among constituent groups.
Represents the college governance and decision-making constituencies in the
collective body on district matters affecting the college
Promoting and facilitating collaborative decision-making
Engage in conflict resolution among competing interests and processes

**Possible Membership Models?**
1) Equal representation from each constituency
2) Representatives from other key committees
3) Membership by expertise/area of responsibility
4) Combination/hybrid
5) Other?

**Chair Models?**
Rotating Chairs
Single-chairs
Co-chairs
Rotating co-chairs

Logistics meeting called for on Monday, March 9, in PS 263 beginning at 8:00 AM.
Sue, Beth, Laurie, Tish and Ted will meet to discuss the logistics of the open forums
(who will prepare handouts, who will record table reports, who will run the open mic
session, who will break people up into groups, feedback forms, etc.)

Around the table:
  • Joint meetings with WorkGroup #2. Ted is going to meet with leaders of
  WorkGroup #2 in the following week and report back to the group.

Next Meeting: Friday March 20 noon – 3 pm PS265
Adjourn