

MINUTES OF THE POLICY REVIEW COMMITTEE
MEETING OF THE BOARD OF REGENTS OF THE
DEL MAR COLLEGE DISTRICT

February 20, 2007

The Policy Review Committee meeting of the Board of Regents of the Del Mar College District convened at 11:37 a.m., Tuesday, February 20, 2007, in the Isensee Board Room, Harvin Student Center, Del Mar College East Campus, Baldwin and Ayers, Corpus Christi, Texas.

From the Committee:

Mrs. Minerva Arriaga, Dr. Haysam Dawod, Mr. Bill Martin and Mr. Trey McCampbell.

From the College:

Dr. Carlos A. Garcia, College President; Mr. José Rivera, Vice President of Student Development; Ms. D'Ann Poland for Mr. Joe Alaniz, Vice President of Business and Finance; Mrs. Vickie Natale, Dean of Administrative Services; Mrs. Susie Kaspar, Executive Administrative Assistant to the President; Mr. David Andrus, Director of Institutional Research and Effectiveness; and other administrators, faculty, and staff.

CALL TO ORDER/QUORUM CALL/MOMENT OF SILENCE/PLEDGE OF ALLEGIANCE

Mrs. Arriaga, chair, called the meeting to order, and there being a quorum present, requested a moment of silence, followed by recitation of the Pledge of Allegiance.

PENDING BUSINESS

Status Report on Pending Business

Dr. Carlos Garcia announced that Mr. David Andrus, Director of Institutional Research and Effectiveness, would present a report on the Survey of Student Services. Mr. McCampbell requested that the report be presented to the whole Board. The committee agreed.

In a brief report, Mr. Andrus noted that support of student services is addressed in the Strategic Plan, and the College is also charged by the Commission on College of SACS to identify expected outcomes for educational programs and student services to demonstrate continuous quality improvement. He stated that the Student Services Survey is a critical component in accomplishing that task. He explained that following review of survey responses, planned improvements are addressed in unit plans of each division.

Mr. José Rivera commented that each department monitors and surveys within its area, and adjustments and improvements are made accordingly.

Mr. Andrus explained the College particularly focuses on areas with a high level of importance and low level of satisfaction.

Mr. Martin commended Mr. Andrus and the College for the work on the Student Services Survey.

Mr. Rivera discussed Chapter 7 *Student Services* of the College Policy. He reported that in response to Policy Review Committee requests on October 17, 2006, proposed changes had been incorporated in the policy. He reported that he would meet with students on February 21, 2006 for a final review of adjustments and changes, and he finalized proposal would be submitted to the College's policy committee for review.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION:

1. Approval of Minutes: October 17, 2006

Mr. Martin made a motion, seconded by Dr. Dawod, to approve the minutes. A roll-call vote was taken, and the motion was approved. Mr. Martin and Dr. Dawod voted in favor, and Mr. McCampbell abstained.

2. Discussion and possible recommendation related to proposed Board Policy *B4.1.1 Fund Balance*.

Dr. Carlos Garcia explained that the proposed Board Policy *B4.1.1 Fund Balance* allows an opportunity for the College to put funds aside in case of a catastrophe. He noted the current fund of \$15-16 million also helps the College's rating.

Mr. McCampbell proposed that the policy state that the goal "shall ***be to*** maintain an ***operating*** fund balance level . . ." Dr. Dawod noted that the policy does not have a provision once the goal is reached.

Mr. McCampbell suggested Mr. Joe Alaniz review the questions raised at the meeting and draft a policy revision.

Mr. McCampbell made a motion, seconded by Dr. Dawod, to table the motion for further review and revision by the College. A roll-call vote was taken, and the motion passed unanimously.

AGENDA-RELATED PUBLIC COMMENTS

None.

PUBLIC COMMENTS (Non-Agenda Items) – 3-minute time limit

Public comments will be allowed on agenda items prior to action by the Board.

None.

CALENDAR: Discussion and possible action related to calendaring dates.

None.

ADJOURNMENT

Mrs. Arriaga adjourned the meeting at 12:12 p.m.

Minerva Arriaga, *Chair*

Haysam Dawod

Bill Martin

Trey McCampbell