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 DISTRICT ASSEMBLY MEETING

Tuesday, March 4, 2014 – 3:00 p.m.

District Office – Professional Development Center – Room #104

MINUTES

Present: Allen, Denise; Au, Algie; Baron, Bruce; Berry, Patricia; Briggs, Stephanie; Fisher, Gloria; Gamboa, Ben; Hanley, Jodi; Holbrook, Jim; Jones, JoAnn; Levesque, Robert; Lee, Yvette; Marquis, Jeanne; Smith, James; Stanskas, John; Thomas, Cassandra; Weiss, Kay

Absent: Aycock, Larry; Beavor, Aaron; Brown, Brandon; Chavira, Rejoice; Cota, Marco; Crow, Kathy; Curasi, Gina; Dorsey, Patrick; Dusick, Diane; Flores, Yasmeen; Gamboa, Colleen; Gilbert, Jeremiah; Gomez, Ed; Johnson, Janet; Lyons, Cameron; Marshall, Cheryl; Mudgett, Benjamin; Paddock, Ericka; Skaggs, Samantha; Trasporte, Catalina; Tinoco, Michelle; Williams, Clyde

Special Guests: Oliver, Tim; Kinde, Haragewen; Shabazz, Ricky

Call to Order

John Stanskas called the meeting to order at 3:02pm

Approval of Minutes

**Stephanie Briggs moved, Jodi Hanley seconded** to approve the minutes of February 4, 2014.

AYES: Allen, Denise; Au, Algie; Baron, Bruce; Berry, Patricia; Briggs, Stephanie; Fisher, Gloria; Gamboa, Ben; Hanley, Jodi; Jones, JoAnn; Levesque, Robert; Lee, Yvette; Marquis, Jeanne; Smith, James; Stanskas, John; Thomas, Cassandra; Weiss, Kay

NOES: None

Absent: Aycock, Larry; Beavor, Aaron; Brown, Brandon; Chavira, Rejoice; Cota, Marco; Crow, Kathy; Curasi, Gina; Dorsey, Patrick; Dusick, Diane; Flores, Yasmeen; Gamboa, Colleen; Gilbert, Jeremiah; Gomez, Ed; Johnson, Janet; Lyons, Cameron; Marshall, Cheryl; Mudgett, Benjamin; Paddock, Ericka; Skaggs, Samantha; Trasporte, Catalina; Tinoco, Michelle; Williams, Clyde

ABSTENSIONS: Holbrook, Jim

District Policy & Procedures

The Consultant for CCLC, Dr. Jane Wright provided an overview of the work that will be done, reviewed the timeline, process, what is expected of District Assembly, and the continuous review cycle as presented for District Policies and Procedures. Jane agreed the timeline is ambitious and we will adjust as needed. P&P Service issues updates twice per year (Fall and Spring). Hard copy and electronic copies will be provided by Dr. Wright by Chapter with legal updates and citations. League updates should be included in the table of the Review Cycle, which Jane will revise and send back out to District Assembly. Changes will be color coded so that we ensure key constituent groups and District Assembly look at the documents. Going forward Chancellor’s office will incorporate updates from the League twice per year and send through the review process to ensure ongoing updates. Dr. Wright reported a Board Policy Workgroup has already begun making changes to Chapters 1-2. The Workgroup is hoping to send these documents to District Assembly for information only. Ben Gamboa objected to the Board Policy Workgroup’s suggestion and reminded that accreditation requires that we participate in governance and that District Assembly is not in place to rubber stamp the Board’s recommendations. Doing this will threaten both college’s accreditation. Board does not have to accept any recommendations from District Assembly, but it is mandated in Education Code and Title V that participatory governance be recognized. Chancellor is charged with maintaining up to date policies and procedures as stated in our documents per Ed Code 70902 and Accreditation Standard 4.b.1.j. Participation of Local Decision Making outlines what is in Title V. John Stanskas recommended we utilize the process outlined in Title V to ensure all groups have the opportunity to participate and make suggestions as needed. Chancellor Baron will convey to the Board Workgroup that the collegial process is required per existing policy and law.

**Ben Gamboa moved, Cassandra Thomas seconded** to send a message to the board that in reviewing board policies 1000’s and 2000’s, District Assembly invites the board to continue being active in the process of the review and we adhere to legal and policy requirements for the participatory governance processes established.

AYES: Allen, Denise; Au, Algie; Baron, Bruce; Berry, Patricia; Briggs, Stephanie; Fisher, Gloria; Gamboa, Ben; Hanley, Jodi; Holbrook, Jim; Jones, JoAnn; Levesque, Robert; Lee, Yvette; Marquis, Jeanne; Smith, James; Stanskas, John; Thomas, Cassandra; Weiss, Kay

NOES: None

Absent: Aycock, Larry; Beavor, Aaron; Brown, Brandon; Chavira, Rejoice; Cota, Marco; Crow, Kathy; Curasi, Gina; Dorsey, Patrick; Dusick, Diane; Flores, Yasmeen; Gamboa, Colleen; Gilbert, Jeremiah; Gomez, Ed; Johnson, Janet; Lyons, Cameron; Marshall, Cheryl; Mudgett, Benjamin; Paddock, Ericka; Skaggs, Samantha; Trasporte, Catalina; Tinoco, Michelle; Williams, Clyde

ABSTENSIONS: None

Jim Holbrook represents faculty and requested for any policies or procedures that are academic and professional in nature to be distributed as early as possible. These are Chapters 4 and 5 and the newly numbered AP/BP 2510 (old 2225). Jane Wright will start working on these ASAP and send.

New Business

BP 1100 SBCCD; BP 1200 District Mission Statement; BP 2200 Board Duties & Responsibilities; BP 2410 Board Policies & Administrative Procedures; AP 2410 Board Policies & Administrative Procedures; BP 2430 Delegation of Authority to the Chief Executive Officer; BP 2431 Chief Executive Officer Selection; BP 6520 Security of District Property; AP 6520 Security of District Property

Middle College H.S. to be removed from BP1100; PDC and EDCT is on Del Rosa Dr., not Ave.; KVCR zip code is 92410.

**Cassandra Thomas moved, Denise Allen-Hoyt seconded** to re-agendize BP 1100 SBCCD; BP 1200 District Mission Statement; BP 2200 Board Duties & Responsibilities; BP 2410 Board Policies & Administrative Procedures; AP 2410 Board Policies & Administrative Procedures; BP 2430 Delegation of Authority to the Chief Executive Officer; BP 2431 Chief Executive Officer Selection for April District Assembly. Jim Holbrook wanted the minutes to reflect that these items were given to District Assembly as information only items and they were not ready for print.

AYES: Allen, Denise; Au, Algie; Baron, Bruce; Berry, Patricia; Briggs, Stephanie; Fisher, Gloria; Gamboa, Ben; Hanley, Jodi; Holbrook, Jim; Jones, JoAnn; Levesque, Robert; Lee, Yvette; Marquis, Jeanne; Smith, James; Stanskas, John; Thomas, Cassandra; Weiss, Kay

NOES: None

Absent: Aycock, Larry; Beavor, Aaron; Brown, Brandon; Chavira, Rejoice; Cota, Marco; Crow, Kathy; Curasi, Gina; Dorsey, Patrick; Dusick, Diane; Flores, Yasmeen; Gamboa, Colleen; Gilbert, Jeremiah; Gomez, Ed; Johnson, Janet; Lyons, Cameron; Marshall, Cheryl; Mudgett, Benjamin; Paddock, Ericka; Skaggs, Samantha; Trasporte, Catalina; Tinoco, Michelle; Williams, Clyde

ABSTENSIONS: None

All policies and procedures that will be on the District Assembly agenda should be sent to the committee as early as possible.

P&P’s to be listed under Future agenda items as outlined on the schedule.

**Ben Gamboa moved, Cassandra Thomas seconded** to re-agendize BP 6520 Security of District Property and AP 6520 Security of District Property to the April District Assembly.

AYES: Allen, Denise; Au, Algie; Baron, Bruce; Berry, Patricia; Briggs, Stephanie; Fisher, Gloria; Gamboa, Ben; Hanley, Jodi; Holbrook, Jim; Jones, JoAnn; Levesque, Robert; Lee, Yvette; Marquis, Jeanne; Smith, James; Stanskas, John; Thomas, Cassandra; Weiss, Kay

NOES: None

Absent: Aycock, Larry; Beavor, Aaron; Brown, Brandon; Chavira, Rejoice; Cota, Marco; Crow, Kathy; Curasi, Gina; Dorsey, Patrick; Dusick, Diane; Flores, Yasmeen; Gamboa, Colleen; Gilbert, Jeremiah; Gomez, Ed; Johnson, Janet; Lyons, Cameron; Marshall, Cheryl; Mudgett, Benjamin; Paddock, Ericka; Skaggs, Samantha; Trasporte, Catalina; Tinoco, Michelle; Williams, Clyde

ABSTENSIONS: None

Old Business

BP 4070 Auditing and Auditing Fees needs to go through the Senates.

AP 4070 Auditing and Auditing Fees bring back to District Assembly in April.

AP 7250 Educational Administrators (Management Hiring Process). There was discussion about when Interim Managers should be evaluated. Consider removing hard dates.

AB 86 Update – Dr. Fisher reported having a second meeting on 2/13/14. Small group came together to approve a tentative budget to move forward with the letter of intent required to submit to Sacramento. Interviewing a professional expert and working on a job description. The grant requires someone be in place and this will happen in April. The District will receive $366,000 in the grant and the District is the fiscal agent.

Academic Senate Reports

Allen-Hoyt reported District Assembly has to report how each member votes per the Brown Act as voted on in November 2013. CHC is working on a position paper and have revised the position paper on how class size should be addressed. These are going forward to the Academic Senate. Asked Ed Policy committee to review policies. Addendum to Catalog will be coming out to include IGETC.

Algie Au reported Valley is focusing on accreditation and working on institutional set standards. Working to solidify plagiarism policy since they are purchasing the Turn It In software.

Classified Senate Reports

Cassandra Thomas reported they are focusing on Classified Staff Week.

Student Senate Reports

None

District Reports

A written report update on Human Resources was distributed.

EDCT Program Update was distributed.

Chancellor’s Report

Chancellor Baron reported the recruitment has begun for the Vice Chancellor of Fiscal & Business Services. The Chancellor is pleased with enrollments across the District with the aggressive 6% goal. Brain Trust Report has been worked on collegially and we will revolutionize the way we look at budget and funding for the colleges. There are recommendations in the report that will benefit the District as a whole. Bruce asked campus presidents to schedule time for the Chancellor to meet with managers, classified senates, and academic senate on campus to give updates and answer any questions.

Public Comment

None

Future Agenda Items/Announcements

Credit/Non-Credit Discussion (Marshall) - April

Faculty Equivalency Update (Hoyt/Au) - May

AB 86 Update - April

Adjourn

John Stanskas adjourned the meeting at 4:32pm