



DISTRICT ASSEMBLY MEETING  
Tuesday, November 4, 2014 – 3:00pm  
District Office – **Board Room**  
AGENDA

[Click here to view CCLC Policies & Procedures.](#)

1. **Call to Order** **Hanley**
  
2. **Approval of Minutes** **Hanley**
  - a. October 7, 2014
  
3. **Old Business** **Hanley**
  - a. Consent Agenda
    - i. BP 4040 Library & Other Instructional Support Services
    - ii. BP 4230 Grading and Academic Record Symbols
    - iii. AP 4230 Grading and Academic Record Symbols
    - iv. AP 5013 Students in the Military
    - v. BP 5075 Course Adds, Drops & Withdrawals
    - vi. AP 5075 Course Adds, Drops & Withdrawals
    - vii. BP 6925 Refreshments or Meals Served at Mtgs & District Events
    - viii. AP 6925 Refreshments or Meals Served at Mtgs & District Events
    - ix. BP 7160 Professional Development
  
  - b. BP 2725 Board Compensation due back from Senates in November **Gilbert/Allen-Hoyt**
  
  - c. Board Policies and Administrative Procedures For Further Review
    - i. AP 4040 Library & Other Instructional Support Services
    - ii. AP 2510 Participation in Local Decision-Making (Senates to review District section by 11/14/14)
    - iii. AP 2435 Evaluation of the Chancellor (review with AP 7150 for committee selection process)
    - iv. BP 7150 Evaluation
    - v. AP 7150 Evaluation
    - vi. AP 7160 Professional Development
    - vii. AP 4020 Program, Curriculum, and Course Development (Academic Senates to review by 11/14/14)
    - viii. BP 4025 Philosophy and Criteria for Associate Degree and General Education (Academic Senates to review by 11/14/14)
    - ix. AP 4025 Philosophy and Criteria for Associate Degree and General Education (Academic Senates to review by 11/14/14)
    - x. AP 4050 Articulation (Academic Senates to review by 11/14/14)
    - xi. BP 5500 Standards of Student Conduct & Discipline (Academic Senates to review by 12/9/14)
    - xii. AP 5500 Standards of Student Conduct & Discipline (Academic Senates to review by 12/9/14)
    - xiii. BP 6200 Budget Preparation (Academic Senates to review by 12/9/14)
    - xiv. AP 6200 Budget Preparation (Academic Senates to review by 12/9/14)
    - xv. BP 6300 Fiscal Management (Academic Senates to review by 12/9/14)
    - xvi. AP 6300 Fiscal Management (Academic Senates to review by 12/9/14)
    - xvii. BP 2010 Board Membership
    - xviii. BP 2015 Student Trustees
    - xix. BP 2040 Board Authorization

- xx. BP 2100 Board Elections
- xxi. BP 2105 Election of Student Trustees
- xxii. AP 2105 Election of Student Trustees
- xxiii. BP 2110 Vacancies on the Board
- xxiv. AP 2110 Vacancies on the Board
- xxv. BP 2130 Term Limits
- xxvi. BP 2210 Officers
- xxvii. BP 2220 Committees of the Board
- xxviii. BP 2305 Annual Organizational Meeting
- xxix. BP 2310 Regular Meetings of the Board
- xxx. BP 2315 Closed Sessions
- xxxi. BP 2320 Special and Emergency Meetings
- xxxii. AP 2320 Special and Emergency Meetings
- xxxiii. BP 2330 Quorum and Voting
- xxxiv. BP 2340 Agendas
- xxxv. AP 2340 Agendas
- xxxvi. BP 2345 Public Participation at Board Mtgs
- xxxvii. BP 2350 Speakers
- xxxviii. BP 2355 Decorum
- xxxix. BP 2360 Minutes
  - xl. BP 2365 Recording
  - xli. AP 2365 Recording
  - xlii. AP 2430 Delegation of Authority to the Chancellor
  - xliii. BP 2432 Chancellor Succession
  - xliv. BP 2610 Presentation of Initial Collective Bargaining Proposals
  - xlv. AP 2610 Presentation of Initial Collective Bargaining Proposals
  - xlvi. BP 2710 Conflict of Interest
  - xlvii. AP 2710 Conflict of Interest
  - xlviii. AP 2712 Conflict of Interest Code
  - xliv. BP 2716 Political Activity
    - I. BP 2717 Personal Use of Public Resources
    - II. BP 2720 Communications Among Board Members
    - III. BP 2730 Board Member Health Benefits
    - IV. AP 2730 Board Member Health Benefits
    - IV. BP 2750 Board Member Absence from the State
- d. District Assembly Membership Vacancies
  - i. Crafton Hills College Alternate Student
  - ii. San Bernardino Valley College Alternate Student

**4. New Business**

- a. AP and BP 3510 Workplace Violence
- b. Annual Committee Evaluation
  - i. Review process and questions

**Hanley**

**5. Academic Senate Reports**

**Allen-Hoyt/Gilbert**

**6. Classified Senate Reports**

**Tinoco/Thomas**

**7. Student Senate Reports**

**Robles/Sultzbaugh**

**8. District Reports**

- a. EDCT
- b. Program Review

**Isaac  
Maniaol**

**9. Chancellor's Report**

**Baron**

**10. Public Comment**

**11. Future Agenda Items/Announcements**

**Members**

- a. Chapter 6 Business & Fiscal Affairs
- b. Chapter 4 Academic Affairs
- c. Chapter 3 General Institution
- d. Chapter 5 Student Services
- e. Chapter 7 Human Resources
- f. Academic Calendar 2015-2016 and 2016-2017 (February)
- g. AB 86 Committee to report back with information and recommendations to the Chancellor for District Assembly consideration and action (February)

**12. Adjourn**

**Hanley**



DISTRICT ASSEMBLY MEETING  
Tuesday, October 7, 2014 – 3:00pm  
District Office – **Board Room**  
MINUTES

Members Present: Allen, Denise R; Aycock, Larry K.; Baron, Bruce; Briggs, Stephanie; Bryant, Tom; Danley, Jay C.; Feist, John P; Fisher, Gloria M.; Gamboa, Colleen G.; Gilbert, Jeremiah A; Hallex, Alicia M; Hanley, Jodi A.; Holbrook, James R.; Huston, Celia J.; Levesque, Robert A; Marshall, Cheryl; Nikac, Stacey K; Stanskas, Peter-John; Sultzbaugh, Crystal; Thomas, Cassandra S.; Weiss, Kathryn G.

Members Absent: Beavor, Aaron V.; Brown, Brandon; Chavira, Rejoice C; Crow, Kathryn E.; Curasi, Gina N; Dusick, Diane M.; Gamboa, Benjamin R.; Gomez, Edward P; Lillard, Sheri J; Oberhelman, Jason; Paddock, Ericka N; Smith, James E.; Tinoco, Michelle A ; Williams, Clyde; Williams, Nicole B

Guests: Miyamoto, Jack; Oliver, Tim; Rowley, Kathleen; Guzman, Tiffany; Kinde, Haragewen

Call to Order

John Stanskas called the meeting to order at 3:00pm

Approval of Minutes

Holbrook motioned and Gilbert seconded a motion to approve the minutes of September 2, 2014.

AYES: Allen, Denise R; Aycock, Larry K.; Baron, Bruce; Briggs, Stephanie; Bryant, Tom; Danley, Jay C.; Feist, John P; Fisher, Gloria M.; Gamboa, Colleen G.; Gilbert, Jeremiah A; Hallex, Alicia M; Hanley, Jodi A.; Holbrook, James R.; Huston, Celia J.; Levesque, Robert A; Marshall, Cheryl; Nikac, Stacey K; Stanskas, Peter-John; Sultzbaugh, Crystal; Thomas, Cassandra S.; Weiss, Kathryn G.

NOS: None

ABSENT: Beavor, Aaron V.; Brown, Brandon; Chavira, Rejoice C; Crow, Kathryn E.; Curasi, Gina N; Dusick, Diane M.; Gamboa, Benjamin R.; Gomez, Edward P; Lillard, Sheri J; Oberhelman, Jason; Paddock, Ericka N; Smith, James E.; Tinoco, Michelle A ; Williams, Clyde; Williams, Nicole B

ABSTENTIONS: None

Old Business

Approval of Consent Agenda

Aycock motioned and Fisher seconded a motion to approve the consent agenda and recommended the following administrative procedures and board policies: AP 2431 Chancellor Selection, BP 2435 Evaluation of the Chancellor, BP 2714 Distribution of Tickets or Passes, AP 2714 Distribution of Tickets or Passes, BP 2715 Code of Ethics - Standards of Practice, AP 2715 Code of Ethics - Standards of Practice (recommend deleting AP), BP 2735 Board Member Travel, AP 2735 Board Member Travel, BP 2740 Board Education, BP 4030 Academic Freedom, AP 4030 Academic Freedom (recommend deleting AP), BP 7400 Travel, AP 7400 Travel

AYES: Allen, Denise R; Aycock, Larry K.; Baron, Bruce; Briggs, Stephanie; Bryant, Tom; Danley, Jay C.; Feist, John P; Fisher, Gloria M.; Gamboa, Colleen G.; Gilbert, Jeremiah A; Hallex, Alicia M; Hanley, Jodi A.; Holbrook, James R.; Huston, Celia J.; Levesque, Robert A; Marshall, Cheryl; Nikac, Stacey K; Stanskas, Peter-John; Sultzbaugh, Crystal; Thomas, Cassandra S.; Weiss, Kathryn G.

NOS: None

ABSENT: Beavor, Aaron V.; Brown, Brandon; Chavira, Rejoice C; Crow, Kathryn E.; Curasi, Gina N; Dusick, Diane M.; Gamboa, Benjamin R.; Gomez, Edward P; Lillard, Sheri J; Oberhelman, Jason; Paddock, Ericka N; Smith, James E.; Tinoco, Michelle A ; Williams, Clyde; Williams, Nicole B

ABSTENTIONS: None

#### Board Policies and Administrative Procedures For Further Review

The work group will continue to review the following policies and procedures and bring recommendations back to District Assembly for the consent agenda: AP 2435 Evaluation of the Chancellor (review with AP 7150 for committee selection process), AP 2510 Participation in Local Decision-Making (Academic Senates to review by 10/14/14), AP 4020 Program, Curriculum, and Course Development (Academic Senates to review by 11/14/14), BP 4025 Philosophy and Criteria for Associate Degree and General Education (Academic Senates to review by 11/14/14), AP 4025 Philosophy and Criteria for Associate Degree and General Education (Academic Senates to review by 11/14/14), BP 4040 Library & Other Instructional Support Services (College Councils to review by September), AP 4040 Library & Other Instructional Support Services (College Councils to review by September), AP 4050 Articulation (Academic Senates to review by 11/14/14), BP 4230 Grading and Academic Record Symbols, AP 4230 Grading and Academic Record Symbols, AP 5013 Students in the Military - MIS Committee, BP 5075 Course Adds, Drops & Withdrawals, AP 5075 Course Adds, Drops & Withdrawals, BP 5500 Standards of Student Conduct & Discipline (Academic Senates to review by 12/9/14), AP 5500 Standards of Student Conduct & Discipline (Academic Senates to review by 12/9/14), BP 6200 Budget Preparation (Academic Senates to review by 12/9/14), AP 6200 Budget Preparation (Academic Senates to review by 12/9/14), BP 6300 Fiscal Management (Academic Senates to review by 12/9/14), AP 6300 Fiscal Management (Academic Senates to review by 12/9/14), BP 6925 Refreshments or Meals Served at Mtgs & District Events, AP 6925 Refreshments or Meals Served at Mtgs & District Events, BP 7150 Evaluation (Managers to review by September), AP 7150 Evaluation (Managers to review by September), BP 7160 Professional Development, AP 7160 Professional Development

#### AB 86 Update

Dr. Kathleen Rowley gave a presentation on AB 86 as submitted.

#### District Non-Credit Task Force

Holbrook motioned and Hanley seconded a motion to create a District Non-Credit Task Force to: Evaluate

- Definition of noncredit (compared to credit and community service) categories of noncredit eligible for enhanced funding
- pros and cons of noncredit curricular modalities
- community needs and plans as evidenced through AB86
- utility of noncredit in other districts
- minimum qualifications
- compensation of other districts

Report back to District Assembly in **February** 2015 with information and recommendations to the Chancellor for District Assembly consideration and action.

Membership shall include 1 classified staff from each campus, 1 union representative (faculty) from each campus, 1 union representative (classified) from each campus, and 1 manager from each site.

AYES: Allen, Denise R; Aycock, Larry K.; Baron, Bruce; Briggs, Stephanie; Bryant, Tom; Danley, Jay C.; Feist, John P; Fisher, Gloria M.; Gamboa, Colleen G.; Gilbert, Jeremiah A; Hallex, Alicia M; Hanley, Jodi A.; Holbrook, James R.; Huston, Celia J.; Levesque, Robert A; Marshall, Cheryl;

Nikac, Stacey K; Stanskas, Peter-John; Sultzbaugh, Crystal; Thomas, Cassandra S.; Weiss, Kathryn G.

NOS: None

ABSENT: Beavor, Aaron V.; Brown, Brandon; Chavira, Rejoice C; Crow, Kathryn E.; Curasi, Gina N; Dusick, Diane M.; Gamboa, Benjamin R.; Gomez, Edward P; Lillard, Sheri J; Oberhelman, Jason; Paddock, Ericka N; Smith, James E.; Tinoco, Michelle A ; Williams, Clyde; Williams, Nicole B

ABSTENTIONS: None

#### SBCCD 3-Year Staffing Plan

Chancellor Baron reported the same recommendation has been taken to the Budget committee on the fiscal end and will be taken back to Chancellors Cabinet.

#### District Assembly Membership Vacancies

There are still vacancies for Crafton Hills College Alternate Student and San Bernardino Valley College Alternate Student.

#### New Business

##### Board Policies and Administrative Procedures

Student Trustee, Tiffany Guzman addressed the group to explain why the fee for student trustees is recommended to increase to \$400 per month. She answered questions from the group.

Aycock motioned and Sultzbaugh seconded a motion as follows:

To approve BP and AP 5030 Fees to include an increase in the CPR card fee to \$10. BP 2725 Board Member Compensation will be taken back to the Senates for discussion and brought back to District Assembly in November. This will allow time for changes to be made before it goes back to the board for final reading.

To forward the remaining Chapter 2 policies and procedures to be reviewed by the Work Group and brought back to District Assembly with recommendations by December:

BP 2000, 2010, 2015, 2040, 2100, 2105, 2110, 2130, 2210, 2220, 2305, 2310, 2315, 2320, 2330, 2340, 2345, 2350, 2355, 2360, 2365, 2432, 2610, 2710, 2716, 2717, 2720, 2730, 2750

AP 2105, 2110, 2320, 2340, 2365, 2430, 2610, 2710, 2712, 2730

#### District Reports

Written reports were submitted for TESS and Human Resources.

#### Public Comment

None

#### Future Agenda Items/Announcements

Chapter 6 Business & Fiscal Affairs

Chapter 4 Academic Affairs

Chapter 3 General Institution

Chapter 5 Student Services

Chapter 7 Human Resources

Academic Calendar 2015-2016 and 2016-2017 (February)

#### Adjourn

Stanskas adjourned the meeting at 4:30pm.



**Please enter this committee's most significant accomplishment this year:**

**Please enter the improvement most needed by this committee in its processes, interactions, outcomes, or other aspect of its work:**

**Please indicate extent to which you agree/disagree with the following statements about your service on this committee overall this year.**

	Strongly Agree	Agree	Disagree	Strongly Disagree
I feel comfortable contributing ideas.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
My ideas are treated with respect, whether or not others agree with them.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I have had sufficient opportunity to provide input into committee recommendations.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Please rate the following aspects of the committee's work overall this year.**

	Very Good	Good	Fair	Poor	Very Poor	No Opinion
Clarity of the committee's charge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Quality of communication within the committee	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Quality of information flow from the committee to the constituency groups	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Quality of information flow from the constituency groups to the committee	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Quality of communication by the committee with the District community as a whole	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Access to data needed for deliberations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Access to meeting space	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Access to other resources needed for the committee to work effectively	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Training or mentoring for you as a committee member	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Establishment of expectations or norms for committee members and convener(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Adherence to expectations or norms for committee members and convener(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Thank you very much for participating in this important effort to improve committee work at SBCCD.**





**Report of the Economic Development & Corporate Training (EDCT) Division**  
SBCC District Assembly Meeting, November 4, 2014

Prepared by Matthew Isaac, Ph.D., Executive Director, EDCT

**EDCT Wins \$1.25 Million Grant Award from US DOL/TAACCCT on September 29, 2014**

- PDC's share of a \$14 million regional grant award from US Dept. of Labor
- EDCT will work with SBVC Applied Technology Division in offering credit classes
- Classes offered will be in Industrial Maintenance Mechanic and Welding Applications
- 100 unemployed workers will receive for-credit instruction: 64 will be in Welding and 36 in Machine Technology Certificate programs
- 64 incumbent workers will receive customized Industrial Maintenance Mechanic training
- Enables offering stackable credentials with industry-recognized certifications
- EDCT will provide SBVC with nearly \$250,000 to revise curriculum and to deliver programs

**EDCT Receives \$375,000 Award from the California Employment Training Panel (ETP)**

- Serves large and small businesses and will run for 13 months from August 2014
- Purpose is to: assist employers in developing high performance workplaces; improve job-specific skills to meet productivity goals; and train employees in current technology to become more energy efficient
- Additionally, develop mechanical craft and welding skills for workers in high priority manufacturing industries.

**EDCT Wins \$300,000 Grant Award from the California Community College Chancellor's Office**

- One of three Industry-Driven Regional Collaborative (IDRC) grants awarded in California
- Prepare 60 long-term unemployed adults with barriers to employment for entry-level jobs with advanced manufacturing and logistics companies beginning in July 2014.
- Provide training in Advanced Manufacturing or Welding Applications
- Graduates will receive certification through the National Center for Construction Education Research (NCCER) or American Welding Society (AWS)
- Our partners are San Bernardino Valley College, Chaffey College, and Barstow College

**Update on the \$2.6 Million Grant Project with California Department of Corrections & Rehabilitation**

- Collaborative project with CDCR, Caltrans, CSUSB, Center for Employment Opportunities (CEO)
- In collaboration with California State Reentry Initiative (CSUSB-CSRI), this project allows ex-offenders to transition productively into the community
- EDCT coordinates the placement of parolees to perform certain labor intensive and transitional work crew assignments; our subcontractor for this coordination is CEO.
- Participants receive \$10 per hour and are allowed to work 32 hours per week with opportunity for full-time permanent jobs for parolees with Caltrans after 90 days of initial employment.



## **2014 – 2015 DISTRICT PROGRAM REVIEW STEERING COMMITTEE MEMBERS**

<b>DISTRICT POLICE DEPARTMENT</b>	-	<b>KRYSTEN NEWBURY</b>
<b>FISCAL SERVICES</b>	-	<b>JOSE TORRES STEVE SUTORUS LAWRENCE STRONG TIM OLIVER</b>
<b>ECONOMIC DEVELOPMENT AND CORPORATE TRAINING</b>	-	<b>ALAN BRAGGINS</b>
<b>HUMAN RESOURCES</b>	-	<b>AMALIA PEREZ</b>
<b>KVCR</b>	-	<b>YENDIS BATTLE</b>
<b>TECHNOLOGY AND EDUCATIONAL SUPPORT SERVICES</b>	-	<b>ANDREW CHANG JEREMY SIMS RHIANNON LARES DENNIS WINTERS</b>

**ALBERT R. MANIAOL, CHAIR/FACILITATOR**



**FY 2014 – 2015 District Program Review Report  
District Assembly Meeting  
November 4, 2014**

1. The District's Program Review Steering Committee for FY 2014 – 2015 has been formed and membership includes representatives from the various entities of the District: Police Department, Economic Development and Corporate Training, Human Resources, KVCR, Fiscal Services and Technology & Educational Support Services.
  
2. Activities and timelines for this project are as follows:
  - District Program Review Steering Committee meets to discuss Program Review requirements, approves timelines and develops questionnaires for the District Operations Satisfaction Survey. **Scheduled date:** 10/30/2014
  - User training on the use of the Program Review web-based program and tools for developing Program Review Plans. **Target date:** 11/18/2014
  - District Operations Satisfaction Survey will be electronically sent to all faculty and staff. **Target Date:** 12/8/2014
  - Survey results will be compiled, summarized and distributed to the appropriate District entities to help them develop their respective Program Review Draft Plans. **Target Date:** 1/9/2015
  - Program Review Draft Plans (goals, priorities and etc.) are reviewed and finalized by the committee (multiple meetings). **Target Date:** 3/6/2015
  - Resource requests to support Program Review Plans are prioritized and ranked. **Target date:** 3/13/2015
  - Final District Program Review Plans and Prioritized Resource Allocation will be submitted to the Chancellor's Office. **Target date:** 3/20/2015

It is anticipated that the District Operations Planning and Program Review Plans and Resource Priorities will be completed and approved by the Chancellor in time for the Budget Committee meeting in April 2015. For further information, please visit the Program Review website at <https://sbccd.org/ProgramReview/Home.aspx/Listing/>. Thank you.