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| **DISTRICT ASSEMBLY**  **MINUTES** | | **November 3, 2015**  **3:00pm**  **District Board Room** |
| **Present:** Stanskas, Allen, Brink, Holbrook, Crow, Beebe, Huston, Danley, Briggs, Pires, Levesque, Carter, Marshall, Gilbert, (K. Jaramillo) for Beavor  **Absent:** Garcia, Hallex, Gamboa, Feist, Thomas, Miller, Paddock, Chavira, Weiss, Rowley, Burgess, Vazquez, G. Jaramillo. Baron, Fisher, Tinoco, Eation, Lillard, Cota  **Guests:** Torres, Norman | | |
| **TOPIC** | **DISCUSSION** | |
| Call to Order -Stanskas | Stanskas called the meeting to order at 3:05pm  Allen gave an update on a coordinator meeting for online exchange distance education programs. Stansaks gave an update on Scorecard CTE Skilllevel scorecard results show older age brushing up job skills, which translates to increased salaries. | |
| Chancellor’s Report | None | |
| Approval of Minutes – 10/6/15  Once approved, minutes and materials will be posted on the District web-site: <http://www.sbccd.org/District_Faculty_,-a-,_Staff_Information-Forms/District_Committee_Minutes/District_Assembly> | Pires motioned, Gilbert seconded to approve the minutes of 10/6/15  **AYES:** Stanskas, Allen, Crow, Huston, Danley, Briggs, Pires, Levesque, Carter, Marshall, Gilbert, (K. Jaramillo) for Beavor  **NOS:** None  **Absent:** Garcia, Hallex, Gamboa, Feist, Thomas, Miller, Paddock, Chavira, Weiss, Rowley, Burgess, Vazquez, G. Jaramillo. Baron, Fisher, Tinoco, Eation, Lillard, Cota  **Abstain:** Brink, Holbrook, Beebe | |
| Old Business   * Policies & Procedures for 2nd Reading * BP 2200 Board Duties & Responsibilities * BP 2210 Officers **(Assembly suggested adding language to line 49-50 item #12: hosted by the California Community College League)** * BP 2220 Committees of the Board **(recommend not listing committees on the BP – reference that a list of committees are located on the website so the BP does not have to go through the approval process when changes are made)** * BP 2305 Annual Organizational Meeting * AP 7250 Educational Administrators * BP/AP 7150 Evaluation **(AP & BP need input from managers by December District Assembly meeting)** | Allen motioned, Gilbert seconded to approve APs & BPs listed under old business with the amendments as noted.  **AYES:** Stanskas, Allen, Crow, Huston, Danley, Briggs, Pires, Levesque, Carter, Marshall, Gilbert, (K. Jaramillo) for Beavor  **NOS:** None  **Absent:** Garcia, Hallex, Gamboa, Feist, Thomas, Miller, Paddock, Chavira, Weiss, Rowley, Burgess, Vazquez, G. Jaramillo. Baron, Fisher, Tinoco, Eation, Lillard, Cota  **Abstain:** Brink, Holbrook, Beebe  Legally required updates will be presented to District Assembly as information. Legally recommended will be presented on the consent agenda. | |
| New Business   * Policies & Procedures for 1st Read * BP 7250 Educational Administrators (as requested by VC Human Resources) * BP/AP 5530 Student Rights & Grievances (as requested by VP Student Services and VP Instruction) * BP/AP 7340 Leaves (as requested by VC Human Resources) | Norman provided the reasons why 7150 and 7250 were brought forward. 7250 is to strike old language and 7150 to add clarity around the evaluation process. April Dale Carter is to take AP and BP 7150 to the managers for review. Input is requested from the managers at the December District Assembly meeting.  BP/AP 5530 Student Rights & Grievances (as requested by VP Student Services and VP Instruction) was not presented. It should come back to DA in December.  BP/AP 7340 Leaves was distributed at the meeting. | |
| Reports:   * Non-Credit Updates from Senates * Calendar Committee Recap and Update * Master Plan Update * Academic Senates * Classified Senates * Student Senates   Written District Reports | Senates gave an update on non-credit. CHC is working on a job description for a coordinator position to Research non-credit. SBVC asked for planning committee to do research. Committee is reviewing coordinator job description and duties.  Calendar meeting November 17 at 2:30 with direction to constituent groups. Discussion needs to happen to review flex and in-service definitions. Should the passing time be adjusted from 15 minutes to 10 minutes since class schedules don’t change?  Jose Torres gave an update on the Master Plan. Consultants have met with presidents, attended DSPC, and will attend academic senates. To create a good master planning document with both colleges input that can be updated annually.  Vice Chancellor Torres invited District Assembly and Academic Senate to a District budget Committee Meeting.  Gilbert gave a brief update on SBVC Academic Senate. District Reserve 15% resolution is moving to 1st reading.  Allen reported Student Success plan went though. Student Equity plan to first read. Completed and adopted the District Budget resolution for the next board meeting. | |
| Public Comments  District Assembly welcomes public comment on any issue within the jurisdiction of the District. Comments must be limited to five (5) minutes per speaker and twenty (20) minutes per topic if there is more than one speaker. At the conclusion of public comment, staff may be asked to review a matter or for that matter to be put on a future agenda. As a matter of law, members may not discuss or take action on matters raised during public comment unless the matters are properly noticed for discussion or action in Open Session. Anyone who requires a disability-related modification or accommodation in order to participate in the public meeting should contact the Chancellor’s Office at (909) 382-4091 as far in advance of the meeting as possible. | None. | |
| Future Agenda Items   * Policies & Procedures per review cycle spreadsheet * Non-Credit Updates from Senates * Calendar Committee Recap and Update * Master Plan Update * AB 86 Update | Enrollment Update and Faculty Application Update should be given in December. | |
| Adjourn | 4:12pm | |