

DISTRICT ASSEMBLY AGENDA

February 2, 2016
3:00pm
Location: ATTC

Present:

Absent:

Guests:

TOPIC	DISCUSSION
Call to Order -Stanskas	
Chancellor's Report	
<p>Approval of Minutes – 12/1/15 (p.3)</p> <p>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</p>	
<p><u>OLD BUSINESS</u></p> <p>Click Here to access the policies for review View files</p> <ul style="list-style-type: none"> • Policies & Procedures for 2nd Read and Approval <ul style="list-style-type: none"> • BP 2310 Regular Meetings of the Board • BP/AP 2340 Agendas • BP/AP 2510 Collegial Consultation • BP/AP 2714 Distribution of Tickets or Passes • BP 3820 Gifts (old to new format) (INFO) • BP 7335 Health Examinations (old to new format) (INFO) • AP 3510 Workplace Violence (old to new format) (INFO) • BP/AP 7330 Communicable Disease (brand new) (send to HR) • AP 3435 Discrimination and Harassment Complaints and Investigations (old to new format) (send to HR) • AP 3515 Reporting of Crimes (brand new) (send to Police) • AP 3540 Sexual and Other Assaults on Campus (brand new) (send to Police) • AP 3720 Computer and Network Use (old to new format) (send to TESS) • AP 4102 Career and Technical Education Programs (old to new format) (send to Academic Senates) • AP 5520 Student Discipline Procedures (brand new) (send to VPSS) • AP 6800 Safety (old to new format) (Police) 	

NEW BUSINESS

Click Here to access the policies for review [View files](#)

- **Policies & Procedures for 1st Read**
 - BP/AP 2710 Conflict of Interest
 - AP 2712 Conflict of Interest Code
 - BP/AP 3500 Campus Safety
 - BP/AP 3518 Child Abuse Reporting
 - BP/AP 3810 Claims Against the District
 - AP 4021 Program Discontinuance
 - AP 4022 Course Approval
 - BP/AP 4026 Philosophy and Criteria for International Education

Reports:

- Calendar Committee Update
- Non-Credit Updates from Senates
- District Budget, Ed Master Plan, & Enrollment Update
- Academic Senates
- Classified Senates
- Student Senates

Written District Reports

- Business & Fiscal Services (p.7)

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.

Future Agenda Items

- Policies & Procedures per review cycle spreadsheet
- Master Plan Update
- AB 86 Update
- District Strategic Plan Update
- Doing What Matters Initiative Updae (March)
- Fiscal Services Update (written reports Feb, May, Aug, Nov)
- KVCR Update (written reports Feb, July)
- Police Department Update (written reports Apr, Sept)
- TESS Updates (written reports May, Oct)
- Human Resources Update (written reports Jan, Apr, July, Oct)
- EDCT Update (written reports Apr, Dec)

Adjourn

DISTRICT ASSEMBLY MINUTES

December 1, 2015
3:00pm
ATTC

Present: Stankas, Allen, Holbrook, Thomas, Jaramillo, K., Rowley, Levesque, Brink, Briggs, Pires, Weiss, Huson, Beebe, Dale-Carter, Chavira

Absent: Crow, Danley, Garcia, Hallex, Gamboa, Feist, Miller, Paddock, Burgess, Vazquez, Jaramillo, G., Baron, Marshall, Fisher, Tinoco, Gilbert, Beavor, Eation, Lillard, Williams, Cota (Valdemar)

Guests: Norman

TOPIC	DISCUSSION
Call to Order -Stankas	Stankas called the meeting to order at 3:05pm
Chancellor's Report	None
<p>Approval of Minutes – 11/3/15 (p.4)</p> <p>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</p>	<p><u>Allen motioned, Brink seconded to approve the minutes of 11/3/15</u></p> <p>AYES: Stankas, Allen, Holbrook, Thomas, Jaramillo, K., Rowley, Levesque, Brink, Briggs, Pires, Weiss, Huston, Beebe, Dale-Carter, Chavira</p> <p>NOS: None</p> <p>Absent: Crow, Danley, Garcia, Hallex, Gamboa, Feist, Miller, Paddock, Burgess, Vazquez, Jaramillo, G., Baron, Marshall, Fisher, Tinoco, Gilbert, Beavor, Eation, Lillard, Williams, Cota (Valdemar)</p> <p>Abstain: Thomas, Chavira, Weiss, Rowley</p>
<p>Information Items Click Here to access the policies for review View files</p> <ul style="list-style-type: none"> • CCLC Mandatory Legal Updates <ul style="list-style-type: none"> • BP 3510 Workplace Violence • BP/AP 4070 Course Auditing and Auditing Fees • BP/AP 5030 Fees • AP 5013 Students in Military 	<p>The BP/Aps listed were presented as information only and will move forward to the board for 1st read and approval.</p> <ul style="list-style-type: none"> • CCLC Mandatory Legal Updates <ul style="list-style-type: none"> • BP 3510 Workplace Violence • BP/AP 4070 Course Auditing and Auditing Fees • BP/AP 5030 Fees • AP 5013 Students in Military

Old Business Click Here to access the policies for review

[View files](#)

- Policies & Procedures for 2nd Reading
 - BP/AP 7150 Evaluation (No response from mgmt. Expected completion date to be provided and brought back to DA in February for review)
 - BP 7250 Educational Administrators
 - BP/AP 7340 Leaves
 - AP 2410 Board Policies & Procedures (on hold for Board Ad Hoc committee review)

Allen motioned, Briggs seconded to approve AP/BP 7150 for 2nd read and to move forward to the Board for 1st read.

AYES: Stanskas, Allen, Holbrook, Thomas, Jaramillo, K., Brink, Briggs, Pires, Weiss, Huson, Beebe, Dale-Carter, Chavira

NOS: None

Absent: Crow, Danley, Garcia, Hallex, Gamboa, Feist, Miller, Paddock, Burgess, Vazquez, Jaramillo, G., Baron, Marshall, Fisher, Tinoco, Gilbert, Beavor, Eation, Lillard, Williams, Cota (Valdemar)

Abstain: Levesque, Rowley

Weiss, Dale-Carter, Levesque gave an update and shared comments from the management group as discussed RE: AP/BP 7150. Dr. Smith to submit the changes and bring back to DA for approval.

Allen motioned, Briggs seconded to approve the listed BP 7250 Educational Administrators for 2nd read and to move forward to the Board for 1st read.

AYES: Stanskas, Allen, Holbrook, Thomas, Jaramillo, K., Brink, Briggs, Pires, Weiss, Huson, Beebe, Dale-Carter, Chavira

NOS: None

Absent: Crow, Danley, Garcia, Hallex, Gamboa, Feist, Miller, Paddock, Burgess, Vazquez, Jaramillo, G., Baron, Marshall, Fisher, Tinoco, Gilbert, Beavor, Eation, Lillard, Williams, Cota (Valdemar)

Abstain: None

Holbrook motioned, Allen seconded to approve the listed AP/BP 7340 Leaves for 2nd read and to move forward to the Board for 1st read.

AYES: Stanskas, Allen, Holbrook, Thomas, Jaramillo, K., Brink, Briggs, Pires, Weiss, Huson, Beebe, Dale-Carter, Chavira

NOS: None

Absent: Crow, Danley, Garcia, Hallex, Gamboa, Feist, Miller, Paddock, Burgess, Vazquez, Jaramillo, G., Baron, Marshall, Fisher, Tinoco, Gilbert, Beavor, Eation, Lillard, Williams, Cota (Valdemar)

Abstain: None

Title should reflect who the AP/BP applies to and it should be shared with the CBA. Line 17 add "(paid leave)". Line 121 change "school" to "academic." Line 213 change "university" to "SBCCD." Line 215 strike the last sentence. Levesque questioned who would be responsible for payout of vacation/sick time under a grant because it's a use it or lose it. Would it be considered an "extenuating circumstance"?

New Business Click Here to access the policies for review
[View files](#)

- **Policies & Procedures for 1st Read**
 - BP 2310 Regular Meetings of the Board Requested by Board of Trustees
 - BP/AP 2340 Agendas Requested by Board of Trustees
 - BP/AP 2510 Collegial Consultation Requested by Board of Trustees
 - BP/AP 2714 Distribution of Tickets or Passes Requested by Board of Trustees
- **Policies & Procedures for 1st Read – CCLC Legal Updates (Brand New P&Ps or Old to New Format)**
 - BP 3820 Gifts (old to new format)
 - BP/AP 7330 Communicable Disease (brand new)
 - BP 7335 Health Examinations (old to new format)
 - AP 2712 Conflict of Interest Code (old to new format)
 - AP 3435 Discrimination and Harassment Complaints and Investigations (old to new format)
 - AP 3510 Workplace Violence (old to new format)
 - AP 3515 Reporting of Crimes (brand new)
 - AP 3540 Sexual and Other Assaults on Campus (brand new)
 - AP 3720 Computer and Network Use (old to new format)
 - AP 4102 Career and Technical Education Programs (old to new format)
 - AP 4225 Course Repetition (old to new format)
 - AP 5015 Residence Determination (old to new format)
 - AP 5520 Student Discipline Procedures (brand new)
 - AP 6800 Safety (old to new format)

Allen motioned, Holbrook seconded to approve the listed AP/BPs for 1st read and to be referred as noted in red. Legally advisable APs/BPs to be noted in the AP/BP and addressed when they are up in the review cycle. Legally required APs/BPs will be updated and brought back to Dstrict Assembly as information.

AYES: Stanskas, Allen, Holbrook, Thomas, Jaramillo, K., Brink, Briggs, Pires, Weiss, Huson, Beebe, Dale-Carter, Chavira

NOS: None

Absent: Crow, Danley, Garcia, Hallex, Gamboa, Feist, Miller, Paddock, Burgess, Vazquez, Jaramillo, G., Baron, Marshall, Fisher, Tinoco, Gilbert, Beavor, Eaton, Lillard, Williams, Cota (Valdemar)

Abstain: None

BP 2310 Regular Meetings of the Board
BP/AP 2340 Agendas
BP/AP 2510 Collegial Consultation
BP/AP 2714 Distribution of Tickets or Passes
Policies & Procedures for 1st Read – CCLC Legal Updates (Brand New P&Ps or Old to New Format)
BP 3820 Gifts (old to new format) (INFO)
BP/AP 7330 Communicable Disease (brand new) (send to HR)
BP 7335 Health Examinations (old to new format) (INFO)
AP 2712 Conflict of Interest Code (old to new format) (INFO)
AP 3435 Discrimination and Harassment Complaints and Investigations (old to new format) (send to HR)
AP 3510 Workplace Violence (old to new format) (INFO)
AP 3515 Reporting of Crimes (brand new) (send to Police)
AP 3540 Sexual and Other Assaults on Campus (brand new) (send to Police)
AP 3720 Computer and Network Use (old to new format) (send to TESS)
AP 4102 Career and Technical Education Programs (old to new format) (send to Academic Senates)
AP 4225 Course Repetition (old to new format) (send to A&R)
AP 5015 Residence Determination (old to new format) (send to A&R)
AP 5520 Student Discipline Procedures (brand new) (send to VPSS)
AP 6800 Safety (old to new format) (Police)

Reports:

- Calendar Committee Update
- Non-Credit Updates from Senates
- Enrollment Update (February)
- Human Resources Department Update
- Academic Senates
- Classified Senates
- Student Senates

Written District Reports

- EDCT Update

Reports were given by:

Calendar committee update was given by John Stanskas.
HR Update was given by Lisa Norman.
Romana Pires and Denise Allen gave updates on the Academic Senates.
K. Jaramillo gave an update on Classified Senate.

Written report was provided by EDCT.

<p>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.</p>	<p>Faculty Senate feels the person who they are to advise should hear their voices and not read their voices.</p>
<p>Future Agenda Items</p> <ul style="list-style-type: none"> • Policies & Procedures per review cycle spreadsheet • Master Plan Update • AB 86 Update • Enrollment Update • District Strategic Plan Update • Fiscal Services Update (written reports Feb, May, Aug, Nov) • KVCR Update (written reports Feb, July) • Police Department Update (written reports Apr, Sept) • TESS Updates (written reports May, Oct) • Human Resources Update (written reports Jan, Apr, July, Oct) • EDCT Update (written reports Apr, Dec) 	
<p>Adjourn</p>	<p>4:29pm</p>



Business & Fiscal Services Update: FY 2016-17 Proposed Budget Released

Jose Torres, Vice Chancellor, Business & Fiscal Services

January 2016

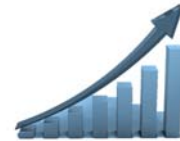
The Governor has released his initial budget proposal for FY 2016-17 and based on our preliminary analysis, it looks to be very solid with a few changes from the current year. While it is too soon to analyze the entire budget, we wanted to communicate to you key highlights that affect SBCCD.

Summary

Although the FY 2016-17 proposed budget appears to be a solid proposal for SBCCD, there are a few challenges in the upcoming year such as increases to STRS/PERS and the phasing out of Proposition 30 at the end of this year. The State Chancellor's Office continues to caution us to avoid "overcommitting to ongoing obligations" which "may lead to budget difficulties in the near future".

Details

Growth	2% (This is the growth that we expected and are utilizing within our multi-year forecast!)
COLA	.47% (This lower-than-expected COLA, combined with the lack of a base allocation increase, will make it difficult for districts to address increasing operating costs.)
Student Equity & SSSP	Same level of funding we are receiving for 2015-16.
One-time Funding (General Operating)	No additional one-time funding for general operating support.
Physical Plant & Instructional Equipment (Block Grant)	There is a very significant increase of almost 100%, which is great news. Similar to 2015-16, we will have the flexibility to distribute funds among maintenance, instructional equipment, and drought response activities with no local match required.
Proposition 39 – Energy Efficiency	Proposition 39 includes an increase in funding of about 16% from the current fiscal year.
Tuition Fees	No increases in tuition fees for our students!



Business & Fiscal Services Update: FY 2016-17 Proposed Budget Released

Jose Torres, Vice Chancellor, Business & Fiscal Services

January 2016

Other Items to Note

The budget proposal contains a couple of items worth mentioning; however, not enough information is available as of now. First item is the additional \$30 million increase to Basic Skills. According to the information we received, this additional funding is to incentivize and support colleges that successfully implement research-based practices that transition students from basic skills to college-level programs. The second item is the \$5 million set aside in order to provide incentives to programs that have no cost to students for the use of textbooks.

Next Steps

We will continue to monitor the State budget process and keep you updated on important developments. In the meantime, we are working with our partners in Sacramento to advocate for increases to COLA and the base allocation.