

District Assembly Meeting Minutes
District Board Room
December 5, 2017 – 3pm

Recorder: Maria Torres

Call to Order

Jeremiah Gilbert called the meeting to order at 3:15pm

Chancellor's Report

No report

Nomination and vote for President of DA for spring 2018

T.L. Brink moved to approve, Celia Huston seconded the motion to elect Denise Allen as District Assembly President for the spring 2018, for a term of 18 months. Unanimous approval.

Cassandra Thomas raised a concern with the extension of the term to 18 months.

Approval of 11/14/17 minutes

Kathy Wilson moved to approve, Robert Levesque seconded the motion to approve the minutes of November 14, 2017 as amended.

BP 6307 Debt Issuance and Management Policy

Diana Rodriguez moved to approve. TL Brink seconded the motion to approve waiving the process for first and second read and move to approve BP 6307 at DA. Unanimous approval. Kathy Wilson voted NO. All others approved.

Cassandra Thomas and Amy Avelar abstained. All others approved the amended minutes of 11/14/17.

Policy STAT Training

Maria provided step-by-step instruction on how to login to PolicyStat, editing, reviewing summary of changes, and how to start the approval process. It was requested that the (guest user) be public so that everyone is able to view the district policies.

Old Business - Policies & Procedures for 2nd Read & Approval - (AP/BP 3915 & AP 7380)

BP 3915 – no changes. AP 3915 was amended as follows:

F. Charges

1. There will be no charge for printing of usual and customary instructional materials, business forms, and other business communications.
2. Enterprise and ancillary operations such as chartered student body organizations, clubs, categorical programs, the employee credit union, the cafeterias, independent foundations, the Professional Economic Development Center & Corporate Training, KVCR, and the bookstores, may use District printing services, but shall reimburse the District for the full cost (materials and labor) of such services.

AP 7380 was pulled to send to the CSEA/CTA unions for review.

Jim Holbrook moved to approve BP 3915 and AP 3915 with changes. T.L. Brink seconded the motion, unanimous approval.

New Business - Process for out of cycle policies and procedures

It was recommended to revise AP 2410 to add District Assembly to match the flowchart:

1. A proposal for a new Board Policy or a change in a current Policy or Administrative Procedure may be submitted by any interested party. A proposal must be submitted in writing to the Chancellor and shared with the Board of Trustees and District Assembly.

Jim Holbrook motioned. Amy Avelar seconded the motion to pull AP/BP 3505, AP 3710 and AP 2510 for further review. Dr. James Smith voted No. All others approved.

Cassandra Thomas asked for all of the BPs and APs that were voted on during the October and November DA meeting to come back to DA to review any changes to the language.

Updates

Angel presented an update on Brand Assessment. Inland Community College District was suggested as a new name.

Reports - None

Public Comments

Jim Holbrook thanked Jeremiah Gilbert for his work on the DA. The CTA rep requested that AP/BP 7150 and AP/BP 7250 be pulled from the October list for review. Jeremiah reminded the group they had already been pulled for review.

Adjourn

Jeremiah Gilbert adjourned the meeting at 4:25 pm.

District Assembly Sign-In Sheet

6/1

President: Jeremiah Gilbert ✓ JK
Vice President: Mark McConnell ✓ Mark
Recorder: Stacey Nikac

Rocio Aguayo Rocio Aguayo
Amy Avelar Amy Avelar

Bruce Baron Bruce Baron
Stephanie Briggs Stephanie Briggs
T.L. Brink T L Brink

Raymond Carlos _____
Santiago Castillo _____
Grayling Eation _____

Ben Gamboa _____
Jim Holbrook Jim Holbrook
Celia Huston Celia Huston

Kathryn Jaramillo Kathryn Jaramillo
Robert Levesque Robert Levesque
Sherri Lillard _____

Craig Luke _____
Mark McConnell _____
Marcus Mc Inerney _____

Diana Rodriguez Diana Rodriguez
Susan Ryckevic Susan Ryckevic
James Smith James Smith

Amber Snow Amber Snow
Cassandra Thomas Cassandra Thomas
Mary Valdemar _____

Kathy Wilson Kathy Wilson
Keith Wurtz _____
Wei Zhou Wei Zhou

ANGEL RODRIGUEZ Angel Rodriguez
Denise Allen DA