



District Assembly

SBCCD Boardroom, 114 S. Del Rosa Drive, San Bernardino CA 92408

Meeting Minutes – December 4, 2018, 3:00 PM

1. CALL TO ORDER

D. Allen called the meeting to order at 3:03pm.

2. CHANCELLOR'S REPORT

No report.

3. APPROVAL OF MINUTES

J. Torres moved approval of the November 6, 2018 minutes. K. Wurtz seconded the motion. Unanimous approval.

4. OLD BUSINESS

A. APPROVAL OF NON-ACADEMIC & PROFESSIONAL APs and BPs FOR 2ND READING

- i. BP & AP 3590 Energy Conservation
- ii. BP & AP 6330 Purchasing
- iii. AP 7126 Applicant Background Investigations and Reference Checks
(HR to complete)
- iv. BP & AP 7130 Compensation
~~Strike Reference second paragraph, last sentence "Managers and Confidential Employees shall refer to their handbooks for information to their group".~~
- v. AP 7145 Personnel Files (HR to complete)
- vi. BP & AP 7150 Evaluation
Hold until February 2019. K. Hannon will confer with CSEA and Academic Senate to edit.
- vii. BP & AP 7160 Professional Development
- viii. BP & AP 7385 Salary Deductions
J. Torres moved approval of BP/APs listed in 4.A (with the exception of 4.A.iii, 4.A.v., and 4.A.vi) with the correction of 4.A.iv. K. Wurtz seconded the motion. Unanimous approval.

B. ACADEMIC & PROFESSIONAL APs and BPs SUBMITTED FOR INFORMATION

- i. BP & AP 4100 Graduation Requirements for Degrees and Certificates
- ii. BP & AP 4226 Multiple & Overlapping Enrollment
- iii. BP & AP 4232 Pass/No Pass
J. Torres moved approval of BP/APs listed in 4.B. K. Wurtz seconded the motion. Unanimous approval.

C. CHAPTER 2 APs and BPs SUBMITTED FOR INFORMATION

- i. None

D. PULLED FROM PREVIOUS MEETING FOR SEPARATE ACTION/HOLD

- i. CCLC Legal Updates #33 – not ready for December DA. Updates to follow as consent at January 2019 DA meeting.
- ii. BP & AP 7250 Educational Administrators (HR to complete)
11/6/18: Stephanie moved approval to hold the AP and bring back next month. TL seconded the motion. Opposed: Cassandra Thomas, Mark McConnell, Denise Allen. All others in attendance agreed. Discussion: Item 7.B on page 30 – we should keep red text and strike the green text until DA is able to review the handbook. Faculty work - Where did the language come from? Further research on the history of changes is needed. CTA contract is not up for negotiation and DA should not be involved in contract negotiations.

- iii. BP & AP 7260 Classified Supervisors and Managers (HR to complete)
11/6/18: Red text to stay until the handbook is reviewed by DA.
- iv. BP & AP 7250 Educational Administrators (HR to complete)
11/6/18: Hold until other individual APs are approved and will be referenced in this AP.
Section 4.D hold until February.

E. DISTRICT ASSEMBLY SURVEY REVIEW & ACTION

Discussion: J. Gilbert reported the results of the survey.

K. Wurtz moved to have the DA Executive Committee review the results and provide recommendations to the DA membership for consideration with focus on BPs and Aps initially to streamline the process. J. Torres seconded motion. Unanimous approval.

ITEMS PULLED FOR SEPARATE ACTION

BP & AP 7130 Compensation

J. Torres moved approval to strike "Reference" second paragraph, last sentence "~~Managers and Confidential Employees shall refer to their handbooks for information to their group~~".

K. Wurtz seconded the motion. Unanimous approval.

BP & AP 7150 Evaluations

Hold until February 2019. K. Hannon will confer with CSEA and Academic Senate to edit.

Discussion:

- Evaluation committee size
- Contradictive language

5. NEW BUSINESS

A. NON-ACADEMIC & PROFESSIONAL APs and BPs SUBMITTED FOR 1ST READING

- i. BP 3600 Auxiliary Organizations
- ii. BP & AP 3920 Electronic Mail – Edit first sentence from electing to electronic.
- iii. AP 7211 (no BP) Faculty Service Areas, Minimum Qualifications, and Equivalencies (NEW REQUIRED)
- iv. AP 7212 (no BP) Temporary Faculty (NEW ADVISED)
- v. AP 7215 (no BP) Academic Employees: Probationary Contract Faculty (NEW ADVISED) (HR to complete)
- vi. AP 7216 (no BP) Academic Employees: Grievance Procedure for Contract Decisions (NEW REQUIRED)
- vii. AP 7232 (no BP) Classification Review (NEW ADVISED) (HR to complete)
- viii. AP 7233 (no BP) Claims for Out of Class (NEW ADVISED)

B. ACADEMIC & PROFESSIONAL APs and BPs TO SENATES

- i. BP & AP 4250 Probation, Dismissal, and Readmission
- ii. AP 5045 (no BP) Student Records - Challenging Content & Access Log
- iii. BP & AP 5055 Enrollment Priorities

C. CHAPTER 2 APs and BPs (excluding 2410 and 2510) for review and feedback prior to placing on Board agenda

- i. None

6. UPDATES

A. Measure CC Bond Update

J. Torres reported the success of Measure CC in the November election. A. Levy asked J. Torres to provide a summary sheet of the historical processes of a bond and current processes that need to be abided by. J. Torres stated both colleges can change the

priority and potential of a project with the vetting of the bond counsel and board approval. J. Torres to send the DA the bond resolution.

B. Promise Update

J. Torres reported the Promise update. There was much discussion, confusion and concern. M. McConnell questioned as to why it is proposed to provide Chrome Books when statistical data shows student preference is iPhone. M. McConnell commented the conversation has not included campus input. D. Allen commented that the Promise is not meeting the basic needs of the students first.

7. REPORTS

- A. Academic Senates
None
- B. Classified Senates
None
- C. Student Senates
None

8. PUBLIC COMMENTS

Any member of the public who wishes to address the Committee on any matter is limited to five minutes. The total time for members of the public to speak on the same or a similar issue shall be limited to 20 minutes. 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

9. FUTURE TOPICS

- A. TESS Written Report (November 2018)
- B. Human Resources Written Report (November 2018)
- C. Strong Workforce CHC & SBVC Update (November 2018)
- D. District Support Services Update (December 2018)
- E. Budget Update (December 2018/February 2019)
- F. Progress on accomplishments, opportunities and challenges in working towards the EMPs, DSSSP, and Accreditation (February 2019)
- G. Membership Election (February 2019)
- H. AB 104: Adult Education Block Grant Update (February 2019)
- I. Webadvisor Update (February 2019)
- J. Draft Staffing Plan (March 2019)
- K. Emergency Management Committee (March 2019)
- L. Committee Evaluation (April 2019)
- M. Election of President & VP (April 2019)
- N. Preliminary BP & AP Review Schedule (April 2019)
- O. Calendar Committee Update (April 2019)
- P. Annual approval of 6-year AP/BP review schedule (September 2019)
- Q. Brand Identity Update (January 2019)
- R. District Program Review & District Strategic Plan Update (October 2019)
- S. Police Department Written Report (October 2019)

10. ADJOURN

Next meeting: February 5, 2019
Adjourned at 4:33 p.m.

District Assembly Sign-In Sheet

Date: 12/4/18

President: Denise Allen

Denise Allen

Vice President: Mark McConnell

Recorder: Stacey Nikac

Amy Avelar (2019)

Bruce Baron (ex officio)

Stephanie Lewis-Briggs (2020)

T.L. Brink (2020)

T.L. Brink

Keynasia Buffong (vested)

Laurie Green (2019)

Celia Huston (ex officio)

~~Valerie Johnson~~ (2020)

~~Luis Solorzano~~
Rhiannon Lares (2020)

Audre Levy (ex officio)

Meridyth McLaren (vested)

Brandi Mello (ex officio)

Gabby Padilla (vested)

Kevin Palkki (vested)

Ginny Evans-Perry (2020)

Adrian Rios (2020)

Diana Rodriguez (ex officio)

Judy Rodriguez (ex officio)

Bethany Tasaka (2020)

Cassandra Thomas (2019)

Jose Torres (2020)

Keith Wurtz (2019)

Ruby Zuniga (2020)

Guests:

JEREMIAH GIBERT

James Smith