



## District Assembly Meeting

September 3, 2019

3:00 – 4:00 p.m.

SBCCD Boardroom

114 S. Del Rosa Dr., San Bernardino, CA 92408

## MINUTES

1. **CALL TO ORDER** Jeremiah Gilbert, DA President
  - A. Welcome & Introductions
  - B. Meeting Norms & Expectations (p5)

**Jeremiah Gilbert called the meeting to order at 3:04pm and led the self-introductions. He reviewed the meeting norms and expectations.**

2. **CHANCELLOR'S REPORT** Bruce Baron

**Chancellor Baron reported on the Promise Program and its success. FCC auction proceeds was used to purchase three buildings. We anticipate a five percent return from the building rentals, which is dedicated to support the Promise Program. The District Offices and TESS are scheduled to move to the Hospitality Building in mid-October. The classification study is underway. The District had 80 speakers present at conferences and through speaking engagements.**

3. **APPROVAL OF MINUTES**
  - A. May 7, 2019 minutes (p6)

**Mark McConnell moved approval of the May 7, 2019 minutes. Laurie Green seconded the motion. Unanimous approval.**

4. **OLD BUSINESS**
  - A. None

5. **NEW BUSINESS**
  - A. Districtwide Institutional Effectiveness Committee Charge & Membership (p14)

**Keith Wurtz moved approval of the Districtwide Institutional Effectiveness Committee Charge & Membership. T.L. Brink seconded the motion. Unanimous approval.**

B. District Assembly Constitution for 1<sup>st</sup> Reading (p15)  
**Members of the Assembly were asked to review. 2<sup>nd</sup> reading and vote will take place at the October meeting.**

C. Approval of 2019-2020 AP & BP Review Schedule (p26)  
**Stephanie Lewis moved approval of the 2019-2020 AP & BP Review Schedule. Kevin Horan seconded the motion. Unanimous approval.**

D. Approval of APs & BPs for 1<sup>st</sup> Reading

- a. AP/BP 3430 Prohibition of Harassment (p28,40)
- b. AP 3435 Discrimination and Harassment Complaints and Investigations (p42)
- c. AP/BP 3440 Service Animals (p53,55)
- d. AP/BP 6750 Parking (p56,59)

- e. AP/BP 6751 Parking Citation Payment Plan (p60,62)
- f. AP/BP 7540 Mileage Reimbursement (p63,65)

**Members of the Assembly were asked to review APs & BPs for first reading and take them back to their constituency groups for feedback. 2<sup>nd</sup> reading and vote will take place at the October meeting.**

- E. Legal Update #33 – Informational Item
  - a. AP 3550 Drug Free Environment and Drug Prevention – *two legal citation amendments (No change to BP)(p66,69)*  
AP 3550 had no significant changes and no change to the BP and was submitted to the Assembly for information. **AP & BP 3550 will move forward for Board approval.**

**6. UPDATES & REPORTS**

- A. PRT Visit Update (p70)
- B. TESS Newsletter (handout)
- C. Webadvisor/SIS Update
- D. Budget Update

**Jose Torres distributed a Call to Action whitepaper, which addresses student centered funding formula concerns. Send electronic copy to all members.**

**7. PUBLIC COMMENTS**

**Stephanie Lewis requested outstanding balances for SBVC to be reflected in the minutes as CHC balance was referenced in the May minutes:**

**Spring 2019, 12798 Students, 1709 with Balance Due \$289,375.77**  
**Fall 2018, 12825 Students, 1405 with Balance Due \$313,606.46**  
**Summer 2018, 6347 Students, 452 with Balance Due \$57,843.50**  
**Spring 2018, 12782 Students, 1313 with Balance Due \$195,825.00**

*From the 5/7/19 minutes: J. Torres reported the policy is students owing less than \$200, but can continue to sign up for classes as long as they are on a payment plan. Students with amounts greater than \$200 must pay in full before subsequent enrollment. L. Green shared possible concerns with students in certificated classes. Outstanding balances from CHC as of April 22, 2019 are as follows: 2019SP \$315,050.75; 2018FA \$189,066.38; 2018SM \$23,163.00; and 2018SP \$81,288.89 for a total of \$608,569.02. SBVC figures were not provided.*

**Luke Bixler reported Colleague created payment plans. System is not set up to establish payment plans for SBVC. Luke will take the lead with the campuses to establish payment plans.**

**8. ADJOURN**

Next Meeting: October 1, 2019. Meeting adjourned at 4:02pm.