



## District Assembly Meeting

February 4, 2020

3:00 – 4:00 p.m.

SBCCD Boardroom Extension

550 E. Hospitality Ln., Suite 200, San Bernardino, CA 92408

## MINUTES

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1. **CALL TO ORDER** Jeremiah Gilbert  
J. Gilbert called the meeting to order at 3:02pm
  2. **CHANCELLOR'S REPORT** Jose Torres  
Interim Chancellor gave update on board retreat outcomes and his goals for the next six months, which included restructuring the reporting structure to become more efficient. Interim Vice Chancellor, Kristina shared proposed HR reorganization chart. Paul Walker will be added to the HR reorganization chart.
  3. **APPROVAL OF MINUTES**  
A. December 3, 2019 minutes (p3)  
L. Bixler moved approval of the December 3, 2019 minutes as presented. L. Green seconded the motion. B. Tasaka abstained. All others approved.
  4. **OLD BUSINESS**  
A. Approval of APs & BPs for 2<sup>nd</sup> Reading & Approval
    - a. AP/BP 3900 Speech: Time, Place, and Manner (p6,12)
    - b. AP/BP 4320 Off Campus Speakers (p13,15)
    - c. AP/BP 4400 Community Services Programs (p16,18)
    - d. AP/BP 4500 Student News Media (p19,22)
    - e. AP 5203 Lactation Accommodations (p23)
    - f. AP/BP 6540 Insurance (p24,26)
    - g. AP/BP 7210 Academic Employees (p27,45)
    - h. AP/BP 7270 Student Workers (p46,53)
    - i. AP 7348 Accommodations (p54)M. McConnell moved approval of items in 4A, with the exception of 4Ag - AP/BP 7210 Academic Employees which will be brought back in March for 2<sup>nd</sup> reading and approval. L. Bixler seconded the motion. Unanimous approval.  
  
B. DA Constitution and Membership for 2<sup>nd</sup> Reading & Approval (p58)  
DA unanimously agreed to revise the DA Constitution and Membership to replace Jose Torres with Kristina Hannon for District Management representation and replace Bruce Baron with Jose Torres as Interim Chancellor. Unstrike Brown Act on p58. Representatives will send out to constituent groups and bring back for final approval in March.
  5. **NEW BUSINESS**  
A. APs & BPs for 1<sup>st</sup> Reading
    - a. AP/BP 3505 Emergency Response Plan (Rodriguez/Jackson) (p71,96)
    - b. AP/BP 3710 Securing Copyright (p97,103)
    - c. AP/BP 3715 Intellectual Property (p104,110)
    - d. AP/BP 3725 Information & Communications Technology (p111,113)
    - e. AP 3750 Use of Copyrighted Material (p114)
    - f. AP/BP 5015 Residence Determination (p118,123)
    - g. AP 5017 Responding to Inquiries of Immigration Status (p124)S. Stark reported SBVC Safety committee has a few other changes (chemical spill section). C. Thomas reported CHC Safety Committee will also have changes. All edits should be worked through Paul Walker who will manage all changes and bring it back to DA in March.  
  
B. Districtwide Institutional Effectiveness Committee Membership Update (p126)  
M. McConnell moved approval of the Districtwide Institutional Effectiveness Committee Membership. K. Palkki seconded the motion. J. Gilbert reported the committee reports to DA. Flowcharts and reporting structure are being updated and will be posted on committee webpages. The flowcharts are moving through DIEC and will be shared with DA in March/April.

6. **UPDATES & REPORTS**

- A. Campus Emergency Response Update – Thomas
- B. Black Faculty & Staff Association Update – Buffong
- C. Latino Faculty & Staff Association Update – Padilla

C.Thomas - working on AP 3505, more robust and useful. Chief is piloting a safety App (livesafe). Intended for all students.  
Buffong – BFSA student engagement activities to increase success of African-American students. Community member mentors in the works. Would like more professional development and upward movement with staff. 40<sup>th</sup> anniversary this year. The group meets every Thursday 1pm in the Library.

Gomez – LFSA scholarships open to all. Coming to board to speak to chancellor selection/representation. Informational item – how much funding do we receive through HSI and how is district spending the funds? LFSA meets on the last Monday of the month 1pm in the Library.

7. **PUBLIC COMMENTS**

C.Thomas – Requested AP 7150 for consideration at the March meeting. Will send language ahead of time for consideration. The committee is not effective under the current AP. Purpose is to be unbiased and ensure process of the evaluation is being followed. Thomas will work with Kristina and bring AP back with revised language if needed.

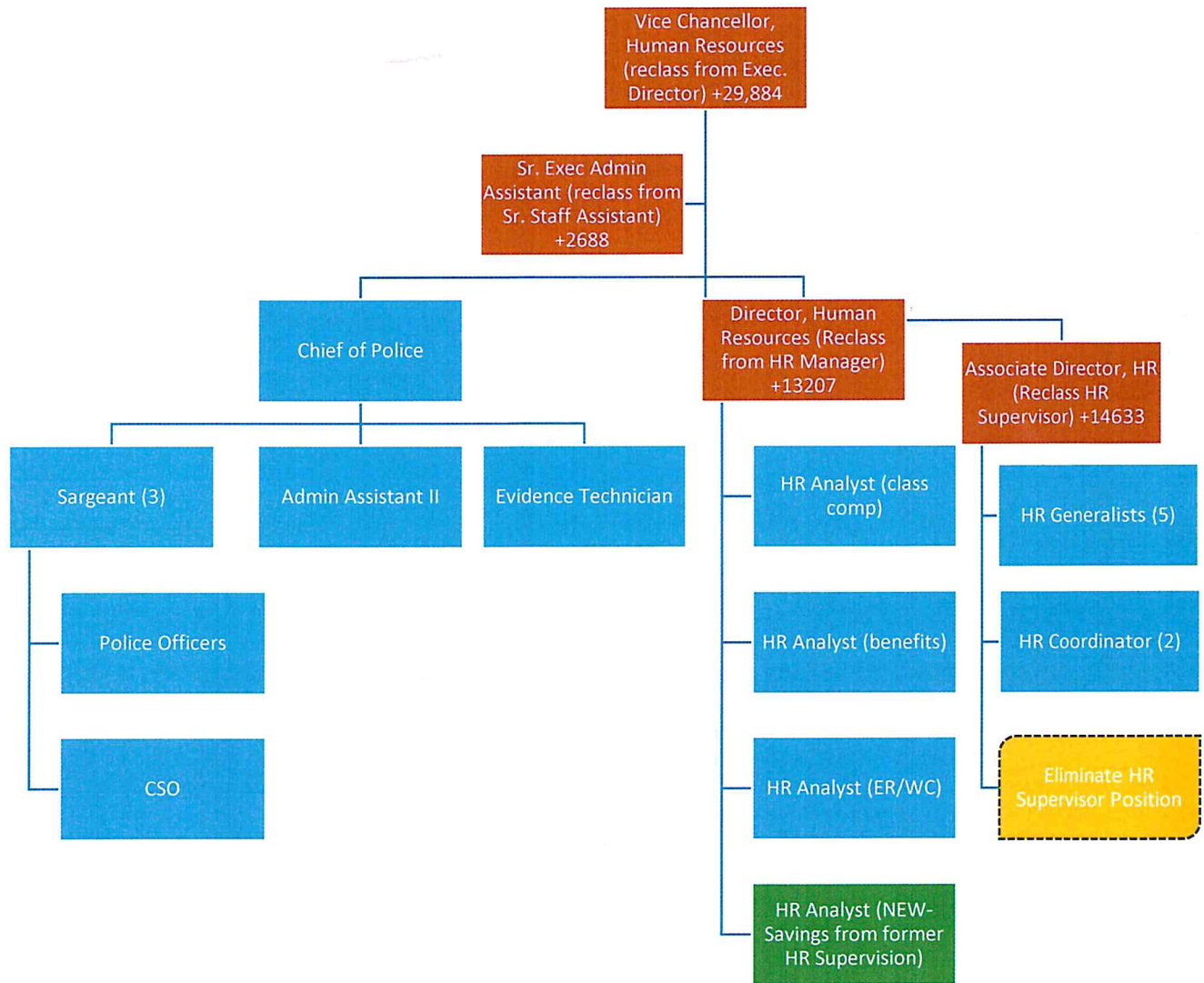
8. **ADJOURN**

Next Meeting: March 3, 2020. J. Gilbert adjourned the meeting at 4:06pm.

2019-2020 DA Committee  
Meeting Attendance Roster

First Name	Last Name	Term Ends (May)	Sept	Oct	Nov	Dec	Feb	Mar	Apr	May
Jeremiah	Gilbert (President)	2020	x	x		x	x			
Mark	McConnell (VP)	2020	x	x	x	x	x			
Stacey	Nikac (Recorder)	2020	x	x	x	x	x			
Bruce	Baron	2020	x	x		x				
Leen	Alkaddumi	2020								
T.L.	Brink	2020	x	x	x	x	x			
Sean	Brown	2020								
Keynasia	Buffong	2020				x	x			
Jeff	Cervantez	2020	x		x		x			
Stacey	Esparza	2020								
Ginny	Evans-Perry	2020	x	x			x			
Laurie	Green	2022	x		x		x			
Kevin	Horan	2020	x	x	x	x				
Celia	Huston	2020		x	x	x				
Rhiannon	Lares	2020	x	x	x					
Stephanie	Lewis	2020	x		x		x			
Craig	Luke	2022	x			x	x			
Brandi	Mello	2020								
Ed	Gomez	2020					x			
Kevin	Palkki	2020	x		x	x	x			
Adrian	Rios	2020								
Diana	Rodriguez	2020								
Judy	Rodriguez	2020	x		x					
Cyndie	St. Jean	2020	x	x	x	x	x			
Bethany	Tasaka	2020	x	x	x		x			
Cassandra	Thomas	2022		x	x	x	x			
Jose	Torres	2020	x	x	x	x	x			
Keith	Wurtz	2022	x	x	x	x				
Ruby	Zuniga	2020	x							

# Human Resources Reorganization



Total Cost= 0- Savings from unfilled Director of Labor and Compliance; savings from under-filling HR Supervisor