



District Assembly Meeting

April 7, 2020

3:00 – 4:00 p.m.

Location: Zoom Conference <https://cccconfer.zoom.us/j/728764774>
(669) 900-6833 or (346) 248-7799 - **Meeting ID: 728 764 774**

MINUTES

Governor Newsom issued Executive Order N-25-20 on March 12, 2020, and Executive Order N-29-20 on March 17, 2020. Portions of these orders relax parts of the Brown Act. In part, the orders allow elected officials to “attend” a meeting via teleconference WITHOUT having to admit members of the public into the location from which they are participating (N-25-20) and orders that “such a body need not make available any physical location from which members of the public may observe the meeting and offer public comment” (N-29-20).

Anyone wishing to participate may do so via the Zoom link which is listed above. The meetings are also recorded.

We kindly request public comments be submitted electronically by emailing snikac@sbccd.edu. Submissions must be received prior to the posted start time of the meeting.

- Submissions will be considered a public record under the Public Records Act, and are therefore subject to public disclosure.
- Submissions will be read aloud at the meeting and must comply with the five-minute time limit.
- Any comments submitted during the meeting must be requested via the chat function through Zoom.

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) 388-6902 as far in advance of the Board meeting as possible.

1. **CALL TO ORDER**

Jeremiah Gilbert

J. Gilbert called the meeting to order at 3:02pm and took roll call.

2. **CHANCELLOR'S REPORT**

Jose Torres

Interim Chancellor Torres thanked the group for their work to reduce issues and being patient as we navigate through uncertain times. Budget letter from Dept of Finance and the Assembly expecting little changes from last year. May revise expect changes to COLA, growth funding/unfunded FTES, and likely to have a second revision to state budget. Student representatives shared their experiences with the recent changes. Communication and direction from faculty has become clearer as adjustments have been made.

3. **APPROVAL OF MINUTES**

A. March 3, 2020 minutes (p3)

M. McConnell moved to approve the minutes of March 3, 2020. K. Palkki seconded the motion. Unanimous approval.

4. **OLD BUSINESS**

A. Approval of APs & BPs for 2nd Reading

- AP/BP 3505 Emergency Response Plan (p10,35)
- AP/BP 3715 Intellectual Property (not ready)
- AP/BP 3725 Information & Communications Technology (not ready)
- AP 3750 Use of Copyrighted Material (not ready)
- AP/BP 4103 Work Experience (p36,38)
- AP/BP 6320 Investments (p39,41)

C. Luke moved to approve items 4Aa, e, and f. K. Palkki seconded the motion. Unanimous approval.

5. **NEW BUSINESS**

A. APs & BPs Presented for 1st Reading – no action

- BP 1100 San Bernardino Community College District (p44)
- BP 3226 Awards (p45)
- AP/BP 4105 Distance Education (p46,48)
- AP/BP 5030 Fees (p49,56)
- AP/BP 5040 Student Records, Directory Information, and Privacy (p58,62)
- AP/BP 5150 Extended Opportunity Programs and Services (p63,64)
- AP/BP 6700 Civic Center and Other Facilities Use (p66,73)
- AP/BP 7150 Evaluation (p74,78)

- i. AP/BP 7210 Academic Employees (p79,90)
- j. AP/BP 7250 Educational Administrators (p91,97)
- k. AP/BP 7260 Classified Supervisors and Managers (p99,111)
- l. AP/BP 7400 Travel (p112,118)

J. Gilbert noted comments shared and asked the senates to review AP4105 - the terms district education or correspondence is being used. AP5030 - Fees in H & I will be reviewed and updated by the libraries for second reading. VPAS and Fiscal Services will be available in May to address why the fees on students are increasing, specifically the parking fees.

B. Chapter 2 APs & BPs Presented for Information

- a. BP 2210 Officers (p119)
- b. AP/BP 2305 Annual Organizational Meeting (p121,122)
- c. BP 2310 Regular Meetings of the Board (p123)
- d. AP/BP 2320 Special & Emergency Meetings (p124,125)
- e. BP 2725 Board Member Compensation (p126)
- f. AP/BP 2730 Board Member Health Benefits (p127,128)
- g. AP/BP 2735 Board Member Travel (p129,131)

C. District Technology Strategic Plan – 1st reading per the Addendum

The District Technology Plan will come to DA in May for 2nd reading and final approval. Any changes should be directed to Jeremiah Gilbert or Luke Bixler.

6. UPDATES & REPORTS

A. Accreditation Update (oral report)

SBVC has attended webinars and meetings. Expect to have completed by fall. CHC will have their first draft circulated by Friday. Interim Chancellor requested the colleges keep Jeremiah updated on accreditation status for monthly Board information updates.

B. Bond Update (oral report)

Given the current situation, now is not the ideal time to refinance bonds. \$300M waiting for projects to continue. Changes will be made to the projects due to increase in costs and other changes since the facilities master plan was approved. Considering not building a parking structure only if we are able to purchase the swap meet across the street. Considering building a new PAC at CHC and not repurposing. BOT Finance committee is scheduled to approve on Thursday and possibly going to the Board in May for approval.

C. Committee Evaluation

The evaluation will be sent via Qualtrics will be sent April 7-24. DA Executive committee will receive the report on April 27. DA receives report on May 5.

D. District Assembly Membership Nomination Update (p132)

We will extend the nominations and send another reminder. Good practice to have all members in place by May to invite new members to attend DA.

7. PUBLIC COMMENTS

Paul Walker - The SB Co. Public Health Officer, Dr. Eric Gustafson, has ordered everyone within San Bernardino County to wear a face covering when leaving home.

Suggestions for mask sources: Etsy, Amazon, <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html>

8. ADJOURN

J. Gilbert adjourned the meeting at 3:46pm.

Next Meeting: May 5, 2020 at 3pm

Location: Zoom Conference <https://cccconfer.zoom.us/j/728764774>

2019-2020 DA Committee
Meeting Attendance Roster

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