

Regular attendance by the Membership of the Assembly is essential to the success of the Assembly. Members who miss three (3) consecutive meetings shall be replaced.

First Name	Last Name	Term Ends (May)	Sept	Oct	Nov	Dec	Feb	Mar	Apr	May
Cassandra	Thomas (President)	2021	x	x	x					
Kristina	Hannon (VP)	2021	x	x	x					
Stacey	Nikac (Recorder)	n/a	x	x	x					
Amy	Avelar	2021	x	x	x					
Brandi	Bailes	2021	x	x	x					
T.L.	Brink	2022	x	x	x					
Keynasia	Buffong	2021	x	x	x					
Davena	Burns Peters	2022	x	x	x					
Raymond	Carlos	2022	x	x	x					
Taylor	DeBenedictis	2021	x	x	x					
John	Feist	2021	x	x	x					
Cristina	Guritenco	2021								
Colleen	Gamboa	2021	x	x	x					
Ed	Gomez	2021	x		x					
Laurie	Green	2021	x	x	x					
Kevin	Horan	n/a	x	x	x					
Alex	Jaco	2021	x	x	x					
Rhiannon	Lares	2022	x	x						
Craig	Luke	2021			x					
Meridyth	McLaren	2021	x	x	x					
Kevin	Palkki	2021	x	x	x					
Diana	Rodriguez	n/a	x		x					
Cyndie	St. Jean	2021	x	x	x					
Bethany	Tasaka	2022	x	x	x					
Jose	Torres	n/a	x	x	x					
Jonathan	Townsend	2022		x	x					
Keith	Wurtz	2021	x		x					

**Meeting Minutes of District Assembly
November 3, 2020
3:00 pm Pacific Time**

MEMBERS PRESENT/ABSENT VIA TELECONFERENCE

See attached attendance roster

The following text was referenced and all votes were taken by roll call.

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 on the agenda. The meetings are also recorded. Public comments will take place at the time designated on the agenda for public comment. Comments must be limited to five (5) minutes per speaker and twenty (20) minutes per topic if there is more than one speaker. Submissions will be considered a public record under the Public Records Act, and are therefore subject to public disclosure. Public comments must be submitted electronically by emailing snikac@sbccd.edu Submissions must be received 24 hours in advance of the meeting. From the comments received, staff will call each speaker to make their public comment. 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 meeting as possible.

I. CALL TO ORDER

C. Thomas called the meeting to order at 3:01pm.

II. PUBLIC COMMENTS

Luke Bixler – Technology Security at the District. We’ve had for numerous ransomware attacks at College of the Desert, Imperial Valley College, San Bernardino City Unified School District, and Rialto School District over the past 12 months. Ransomware attacks take down computers, servers, and networks. District started implementing security access to our servers that should not impact the way we work. The next step is to implement Geofencing/Geoblocking, which will not allow IP addresses from outside of the US to access our servers and networks. Anyone traveling outside the US will have to open an IT ticket so they can access our server while traveling. Luke will provide more details in an email that will be sent to the campuses.

III. CHANCELLOR’S REPORT

Interim Chancellor Torres reported on the budget. An update was received yesterday that the revenues for the state is outpacing the projections by approximately \$8 billion, which is great news but there are projections of a slowdown. Federal government stimulus hasn’t been agreed upon. He reminded the members of the final budget that we implemented this year using the middle case scenario, which included a hiring freeze with the exception of certain essential positions to continue operations. We reduced expenditures significantly throughout the district and will continue looking at operational efficiencies. We had a \$33 million in temporary borrowing to support the restricted general fund. If there’s no federal stimulus package, we will drop to the worst case scenario with a \$13 million deficit versus our projected \$2 million deficit with our middle case scenario. The three scenarios did not include any furloughs or layoffs. Our goal is to continue to provide our faculty and staff with the security of employment. We need to continue to make sure that we refresh our Strategic Plan to ensure alignment with Valley, Crafton, DSO, and the Board. As recommended last month, we are moving forward with the environmental scan. Jose will work with the Board trustees in January to begin working on the SBCCD strategic priorities plan, 30,000 level goals, core values and mission.

IV. APPROVAL OF MINUTES

A. 2020-10-06

L. Green moved to approve 10/6/20 minutes. C. Luke seconded the motion.
Abstain: J. Townsend, D. Rodriguez. All others in attendance voted AYE.

V. OLD BUSINESS

A. Approval APs & BPs for 2nd Reading

2nd read may be pulled for discussion, debate and/or revision recommendations prior to approval. Chancellor forwards the BPs to the Board of Trustees for action and the APs as information items.

1. AP 7100 Commitment to Diversity (No Changes)

2. BP 7100 Commitment to Diversity (No Changes)

C. Luke moved to table AP/BP 7100 for the Senates to add to diversity statement. D. Peters seconded the motion. Unanimous approval.

3. AP 7150 Evaluation

4. BP 7150 Evaluation

A. Avelar moved to table AP/BP 7150 to go back to the constituent groups for review and feedback.

B. Tasaka seconded the motion.

NO: C. Gamboa All others in attendance voted AYE.

5. AP 7230 Classified Employees - Suggested Deletion

6. BP 7230 Classified Employees

K. Wurtz moved to approve AP/BP 7230. K. Hannon seconded the motion.

Abstain: B. Bailes All others in attendance voted AYE.

7. AP 7260 Classified Supervisors- Managers and Administrators

8. BP 7260 Classified Supervisors- Managers and Administrators

AP/BP 7260 was tabled to go back to the constituent groups for review and feedback.

9. AP 7270 Student Workers

10. BP 7270 Student Workers (FYI Only - No Changes)

AP/BP 7270 was tabled for Directors of Student Life to revise and send recommendations back to Kristina.

11. AP 7380 Retiree Health Benefits- Academic Employees

12. BP 7380 Retiree Health Benefits - Academic Employees

13. AP 7450 Mileage Reimbursement

14. BP 7450 Mileage Reimbursement (FYI Only - No Changes)

15. BP 7510 Domestic Partners

16. AP 7700 Whistleblower Protection

17. BP 7700 Whistleblower Protection (FYI Only - No Changes)

M. McLaren moved to approve AP/BP 11-17. K. Wurtz seconded the motion. Unanimous approval.

VI. NEW BUSINESS

A. Approval of 2022-2023 Academic Calendar

K. Horan moved to approve the 2022-2023 Academic Calendar. K. Wurtz seconded the motion.

There was discussion around the Board taking action to observe Cesar Chavez Day (March 31) and it was determined it has to be negotiated.

Abstain: B. Bailes All others in attendance voted AYE

B. Bailes moved to approve surveying the campuses to provide feedback on breaks and flex days. Future calendars should include research that considers the input of various stakeholders. Requested to consider adding student representation to the committee. A. Avelar seconded the motion.

No: K. Horan, K. Wurtz Abstain: D. Rodriguez, D. Peters All others in attendance voted AYE

B. APs & BPs Recommended for 1st Reading

Constituent Group reps to review and request input from their constituents and submit changes to chapter owner before the 15th of the month.

1. AP 3515 Reporting of Crimes

2. BP 3515 Reporting of Crimes (FYI Only - No Changes)

3. AP 6360 Contracts - Electronic Systems & Materials - Suggested Deletion
4. AP 6370 Contracts - Personal Services
5. AP 6380 Vendors - Suggested Deletion
6. AP 7130 Compensation - Suggested Deletion
7. BP 7130 Compensation (FYI Only - No Changes)
8. AP 7231 Seniority - Suggested Deletion
9. AP 7235 Probationary Period - Classified Employees - Suggested Deletion
10. AP 7237 Layoffs - Suggested Deletion
11. AP 7342 Holidays - Suggested Deletion
12. AP 7350 Resignations - Suggested Deletion
13. BP 7350 Resignations (FYI Only - No Changes)
14. AP 7366 Reinstatement - Suggested Deletion

C. Deemed Academic & Professional

Policies and procedures that fall under the 10+1 (an Academic and Professional matter within the meaning of Section 53200(c) of Title 5 of the California Code of Regulations) will be completed by up to four consecutive Academic Senate meetings, beginning with the date the BP/AP is presented at District Assembly.

1. AP 2510 Collegial Consultation [Participation In Local Decision-Making] (2nd Month)
2. BP 2510 Collegial Consultation [Participation In Local Decision-Making] (2nd Month)
3. AP 4022 Course Approval (2nd Month)
4. AP 4105 Distance Education (2nd Month)
5. BP 4105 Distance Education (2nd Month)
6. AP 4220 Standards of Scholarship - Delegation (2nd Month)
7. BP 4220 Standards of Scholarship - Delegation (2nd Month)
8. AP 4231 Grade Changes (2nd Month)
9. BP 4231 Grade Changes (2nd Month)
10. AP 4235 Credit By Examination [Credit for Prior Learning] (3rd Month)
11. BP 4235 Credit by Examination [Credit for Prior Learning] (3rd Month)

VII. INFORMATION ITEMS

- A. APs & BPs with simple CCLC Legal Updates, Minor Clerical Revisions, or from Chapter 2
1. BP 2715 Code of Ethics/Standards of Practice

VIII. UPDATES & REPORTS

- A. Calendar Committee (written report provided)

IX. REMINDER TO CONSTITUENT GROUP REPRESENTATIVES: The success of the mission of the Assembly depends on the effective communication of the Assembly with the various constituencies represented by the membership. In order to accomplish this goal of effective communication, we ask each of you to:

1. Using the Annual Review Cycle, plan ahead and agendaize your AP/BPs for review with your constituent groups.
2. Agendaize District Assembly reports at your regular meetings.
3. Following each DA meeting, email a summary update to your constituents. The summary should include highlights that are important to your constituents. Highlight the AP/BPs that your constituents should focus on for review and be sure to include the AP/BP attachments. Any recommended changes should be returned to you before the 15th of the month and immediately sent to the Chapter Owner or Stacey Nikac.

- A. A sample email was provided

X. ADJOURN

The next meeting of District Assembly: Zoom Conference <https://cccconfer.zoom.us/j/98604464871>
November 3, 2020 at 3pm

C. Thomas adjourned the meeting at 4:33pm.