

Meeting Minutes of District Assembly
April 6, 2021
3:00 pm Pacific Time

MEMBERS PRESENT/ABSENT VIA TELECONFERENCE

Present:

K. Hannon
S. Nikac
B. Tasaka
J. Torres
C. Luke
C. Gamboa
D. Rodriguez
B. Bailes
E. Gomez
D. Burns-Peters

K. Wurtz

J. Feist
C. St. Jean
M. McLaren
R. Carlos
J. Townsend
K. Buffong
TL Brink
K. Horan
R. Lares
Alex R

Absent:

A. Jaco
L. Green
T. DeBenedictis
L. Cuny

The following text was presented and all votes were taken.

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

K. Hannon called the meeting to order at 3:01pm.

II. PUBLIC COMMENTS ON AGENDA AND NON-AGENDA ITEMS

None

III. CHANCELLOR'S REPORT

Chancellor reported the website has been revised www.sbccd.edu Staff is revamping the Return to Workplan and processes to reopen campuses safely. We are reviewing tracing, tracking, employee checking in, and other OSHA requirements to keep staff safe and healthy.

IV. APPROVAL OF MINUTES

A. 2021-03-02

K. Wurtz moved to approve 3/2/21 minutes. C. Luke seconded the motion. Unanimous approval.

V. CONSENT AGENDA

A. Approval of Chancellor's Council for 2nd Reading

D. Rodriguez moved to approve the Chancellor’s Council for 2nd reading. B. Bailes seconded the motion. After discussion, it was clarified the Chancellor’s Council is being approved to move forward. Any

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recommendations to the committees (charge or membership) should be addressed at the committee level. Committee chairs will submit changes to DA in May. Additional recommended language to the Chancellor's Council is to be submitted to DA by the 15th of the month for consideration in May.

AYES: K. Hannon, B. Tasaka, C. Luke, C. Gamboa, D. Rodriguez, B. Bailles, K. Wurtz, J. Feist, C. St. Jean, M. McLaren, R. Carlos, J. Townsend, K. Buffong, TL Brink, K. Horan
NO: E. Gomez, C. Thomas, R. Lares
ABSTAIN: D. Peters, Alex R.

Motion carried.

- B. Approval of APs & BPs for 2nd Reading
 1. BP 3430 Prohibition of Harassment (FYI Only; No Changes)
 2. AP 3430 Prohibition of Harassment (Owner Initiated; Change of Content)
 3. AP 3435 Discrimination and Harassment Complaints and Resolution Procedures (CCLC Legal Update; Change of Content)
 4. BP 6930 Vending Machines (Scheduled Review; Minor Clerical Update)
 5. AP 6930 Vending Machines (Scheduled Review; Change of Content)
 6. BP 7340 Leaves (Scheduled Review; Change of Content)
 7. AP 7340 Leaves (Scheduled Review; Change of Content)
 8. BP 7400 Travel (Owner Initiated; Minor Clerical Update)
 9. AP 7400 Travel (Owner Initiated; Change of Content)

C. Luke moved to approve APs & BPs for 2nd reading. K. Wurtz seconded the motion. Unanimous approval.

- C. APs & BPs Deemed Academic & Professional submitted by senates for information
 1. BP 5500 Standards of Student Conduct (2nd Month – CCLC Legal Update Requiring Review)
 2. AP 5500 Standards of Student Conduct (2nd Month – CCLC Legal Update Requiring Review)

AP/BP 5500 was pulled. It is outdated and needs further review. Senates to review and bring back in May with recommended language.

3. AP 5520 Student Discipline Procedures (2nd Month – CCLC Legal Update Requiring Review)

AP 5520 was pulled. Senates will work with HR to provide recommended language in May.

4. BP 5700 Intercollegiate Athletics (FYI Only; No Changes)
5. AP 5700 Intercollegiate Athletics (2nd Month - CCLC Legal Update Requiring Review)

Bailles pulled the motion. K. Wurtz pulled the second to approve.

AP/BP 5700 was tabled to task Athletic Directors and faculty to work together to recommend language in May.

- D. APs & BPs intended for information only with simple CCLC Legal Updates, Minor Clerical Revisions, or from Chapter 2
 1. BP 3410 Nondiscrimination (Simple Legal Update)
 2. AP 3410 Nondiscrimination (Simple Legal Update)
 3. BP 4500 Student News Media (FYI Only; No Changes)
 4. AP 4500 Student News Media (Simple Legal Update)
 5. BP 5040 Student Records, Directory Information and Privacy (FYI Only; No Changes)
 6. AP 5040 Student Records, Directory Information and Privacy (Simple Legal Update)
 7. BP 5050 Student Success and Support Program (Scheduled Review; No Changes)
 8. AP 5050 Student Success and Support Program (Scheduled Review; No Changes)
 9. BP 5055 Enrollment Priorities (Scheduled Review; No Changes)
 10. AP 5055 Enrollment Priorities (Scheduled Review; No Changes)
 11. BP 6620 Naming of Buildings and Other Properties (Scheduled Review; Minor Clerical Edit)
 12. AP 6620 Naming of Buildings and Other Properties (Scheduled Review; Minor Clerical Edit)

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- 13 AP 7337 Fingerprinting (Scheduled Review; No Change)
- 14 BP 7600 District Police Department (Scheduled Review; No Changes)
- 15 AP 7600 District Police Department (Scheduled Review; No Changes)

Item D 1-15 submitted for information will be moved forward for Board 1st reading.

- E. Approval to Change:
 - Date of General Membership Election to 5/4/21
 - VP to Email Notice of Election & Nomination Form no later than 4/14/21
 - Close Nominations no later than 4/28/21
 - Post & Email Election Results District-wide no later than 5/13/21

Item E was tabled.

VI. NEW BUSINESS

- A. APs & BPs and Other Items Recommended for 1st Reading
 - To be agendaized for review and feedback from constituent groups. Any changes should be emailed to Stacey Nikac before the 15th of the month.

1. AP 3721 Social Media (Owner Initiated; Change of Content, NEW AP)
2. BP 5030 Fees (FYI Only; No Changes)
3. AP 5030 Fees (Owner Initiated; Change of Content)
4. **BP 7210 Academic Employees**
5. **AP 7210 Academic Employees**
6. AP 7381 Health & Welfare Benefits (Owner Initiated; Change of Content)

Rodriguez moved to approve Item VI for 1st reading, with the exception of AP/BP 7210 Academic Employees. K. Wurtz seconded the motion. Unanimous approval.

Recommended changes for AP 7210 Academic Employees:

- Human Resources accepts applications and supplemental materials until ~~4:30 pm~~ midnight on the closing date.
- The Screening Committee recommends ~~at least 3~~ candidates, unranked, to the College President or their designee for second-level interview.
- Such training will be provided by the Office of Human Resources at the first meeting of the Committee. ~~It is the responsibility of the Chair~~ to insure that each Committee member receives the required training that includes:
- HR will review entire AP and recommend strikeouts for 2nd reading.

VII. UPDATES & REPORTS

- A. Committee Evaluation via Qualtrics (4/6/21-4/23/21)
 - Results will be shared at the General Meeting on 5/4/21

There will be no committee evaluation due to the Chancellor's Council being approved.

- B. Equity & Diversity Updates (K. Hannon)
- C. CHC & SBVC AS (no reports)
 - CS AS (no reports)
 - ASG (no reports)

Black Faculty & Staff Association gave a brief update that April 26 is Black Student Success Week and mentioned donations are encouraged to fill swag bags for the Grab and Go.

VIII. 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. Use the attached 2020-2021 AP/BP Review Schedule to plan ahead and agendaize the AP/BPs for review with your constituent groups.

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2. Include a standing "District Assembly Report" on your constituent group meeting agenda.
3. Following each DA meeting, email a summary update to your constituents.

K. Hannon reminded the members of the above and submit recommended changes to AP/BP to S. Nikac no later than April 15.

IX. ADJOURN

Future General Meetings:

5/4/21

Dark in June

Dark in July

K. Hannon adjourned the meeting at 3:55pm.

District Assembly approved the April 6, 2021, minutes on May 4, 2021.



Stacey Nikac, Administrative Officer
SBCCD Office of the Chancellor
District Assembly Recorder