

Policies & Procedures Advisory Committee Meeting Minutes – February 14, 2022, 3:00 p.m.

Via Zoom: https://cccconfer.zoom.us/j/91470895848 Or Dial-In: 669-900-6833 | Meeting ID: 914 7089 5848

I. Welcome & Introductions – Jose Torres & Kristina Hannon, Co-Chairs

Kristina and Jose called the meeting to order at 3:05 p.m.

II. Approval of Minutes

A. Confirmation of Quorum

Quorum was confirmed.

B. Approval of Minutes from December 13, 2021

Brandi made a motion to approve the December 13 minutes which Kristina seconded. There was no discussion and the motion unanimously passed.

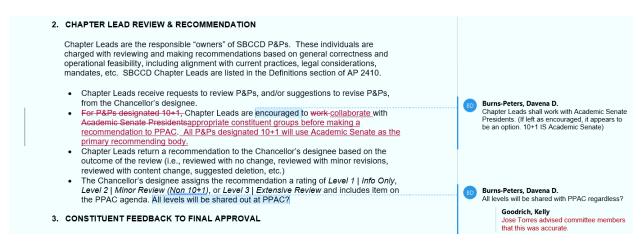
III. Current Topics

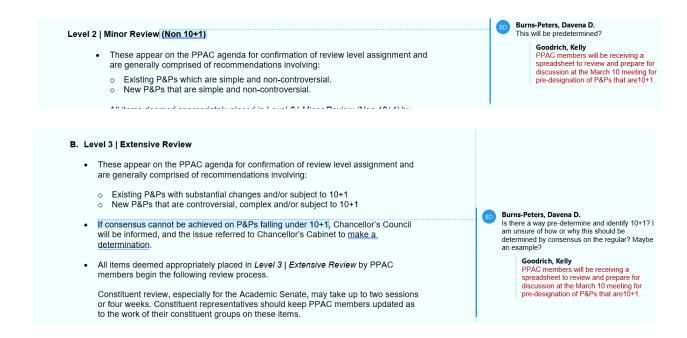
- A. PPAC Review of Constituent Feedback and Approval to Forward to Chancellor's Council and BOT First Read
 - BP 2410 Board Policies and Administrative Procedures

There were no comments or suggested changes to the BP.

AP 2410 Board Policies and Administrative Procedures

Committee members discussed constituent feedback, changed the language of one bullet point, and were notified that the designation of 10+1 status would be discussed in depth at the next meeting.





Stephanie made a motion, which Davena seconded, to forward P&P 2410 to Chancellor's Council and BOT First Read as revised. The motion passed unanimously.

- B. Request PPAC Approval for Level 2 Review of Chapter Lead Recommendation and Solicit Constituent
 - BP 6320 Investments
 - AP 6320 Investments

Jose commented that the redlined material presented to the committee reflects a movement of operating procedures from the Board Policy into the Administrative Procedure. He advised that none of the detail has been removed, just reordered. PPAC members were asked for comments. Hearing none, it was stated that the material would be posted in Teams so that PPAC members could gather constituent feedback for the next meeting. The committee approved this item by consensus for a Level 2 review.

IV. Updates

A. Status of Chapter Lead Recommendation - P&P 7340 Leaves

Kristina reported that there had been some legal changes to these items and they were still under review.

B. Status of Subcommittee Work on AP 7210, 7210a, and Handbook

There will be forums in the coming weeks on 7210a. This is still being reviewed but it is hoped to have final approval in time for fall. Davena asked that a draft 7210 document be provided in the meantime. Kristina advised this will be done.

V. Future Topics (to be addressed upon establishment of P&P 2410 Board Policies & Administrative Procedures)

Committee members will address the following once P&P 2410 is approved.

- Annual Schedule
- Legal Update 38
- Legal Update 39

VI. Next Meeting Date & Adjournment

Jose commented that next month PPAC will review feedback on P&P 6320 as well as the determination of 10+1.

The meeting adjourned at 3:42 p.m.



Policies & Procedures Advisory Committee (PPAC)

Meeting Attendance – February 14, 2022, 3:00 p.m.

QUORUM: Definition of Quorum is established by Chancellor's Council. Committees cannot vote or make decisions unless they have met quorum, but in order to encourage participation, committee members can provide a designee or a proxy if they are not able to attend.

yes 1) 50% + one of appointed voting members (not 50% of members plus vacancies).

yes 2) Two persons from each site (CHC, SBVC, DSO)

yes 3) Three of four constituent groups represented (faculty, classified, student, management)

	Representation	Member Name or Vacant	Site	Rep	Present or Absent?
1	Executive Vice Chancellor, Co-Chair	Jose Torres	DSO	MAN	Present
2	Vice Chancellor of HR & Police Services, Co-Chair	Kristina Hannon	DSO	MAN	Present
3	Management, CHC (appointed by college president)	Van Muse	CHC	MAN	Present
4	Management, SBVC (appointed by college president)	Ray Carlos	SBVC	MAN	Present
5	Faculty, CHC (appointed by Academic Senate President)	Brandi Bailes	CHC	FAC	Present
6	Faculty, SBVC (appointed by Academic Senate President)	Davena Burns-Peters	SBVC	FAC	Present
7	Classified, CHC (appointed by Classified Senate President)	Vacant	CHC	CLA	n/a
8	Classified, SBVC (appointed by Classified Senate President)	Nathan Yearyean	SBVC	CLA	Present
9	Classified, DSO (appointed by Classified Senate Presidents)	Vacant	DSO	CLA	n/a
10	ASG President or designee, CHC	Tiana McBride/Sasha Paago	CHC	STU	Present
11	ASG President or designee, SBVC	Paul Del Rosario	SBVC	STU	Absent
12	Confidential Group (appointed by Administrative Officer)	Stacey Nikac/Cyndie St. Jean	CHC		Absent
13	EEO Committee Representative (appointed by EEO Committee)	Vacant			n/a
14	CSEA (appointed by CSEA)	Ernest Guillen	SBVC	CLA	Present
15	CTA (appointed by CTA)	Meridyth McLaren	CHC	FAC	Absent
16	POA (appointed by POA)	Vacant		CLA	n/a
17	Black Faculty & Staff Association	Stephanie Lewis	SBVC	FAC	Present
18	Latino Faculty, Staff & Administrator Association	Maria Del Carmen Rodriguez	SBVC	FAC	Present