



Policies & Procedures Advisory Committee  
**Meeting Minutes – August 15, 2024, 3:00 p.m.**  
Via Zoom: <https://cccconfer.zoom.us/j/91470895848>  
Or Dial-In: 669-900-6833 | Meeting ID: 914 7089 5848

**A. Welcome & Introductions**

*Jose Torres started the meeting shortly after 3:00 p.m. Self-introductions were made.*

**B. Approval of Minutes**

1. Confirmation of Quorum

*No quorum was confirmed.*

2. Approval of Minutes from 5/13/2024

*Due to a lack of quorum, this item was tabled for the next meeting.*

**C. Annual Orientation & Example of Process**

*A presentation was made for committee members reviewing the SBCCD Policies & Procedures process and the role of PPAC members.*

*Due to a lack of quorum, items D., E., and F. were tabled for the next meeting.*

**D. 2024-25 Annual Review List**

**E. Review of Final Input from Academic Senate - Level 3**

1. 5500 Standards of Student Conduct

**F. New Chapter Lead Recommendations**

1. Level 1 (information only)  
(None)
2. Level 2 (minor review)
  - i. 5030 Fees
  - ii. 6925 Refreshments or Meals Served at Meetings and District Events
3. Level 3 (extensive review)
  - i. 4300 Field Trips & Excursions

**G. Adjournment & Next Meeting**

*The next PPAC meeting is scheduled for Thursday, September 19, 2024, at 2:30 p.m. The meeting adjourned at around 3:15 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).	
no	2) One faculty member from each campus	
yes	3) Two persons from each site (CHC, SBVC, DSO)	
yes	4) Three of four constituent groups represented (faculty, classified, student, management)	
1	Latino Faculty, Staff, & Administrators Association	Aida Gil (proxy)
2	Faculty, CHC (appointed by Academic Senate President)	Brandi Bailes
3	Management Association	Christopher Crew <i>present</i>
4	ASG President or designee, SBVC	Nelva Ruiz-Martinez <i>present</i>
5	ASG President or designee, CHC	Enggie Ocampo <i>present</i>
6	CSEA (appointed by CSEA President)	Ernest Guillen
7	Police Officer’s Association	James Quigley
8	Executive Vice Chancellor, Co-Chair	Jose Torres <i>present</i>
9	Classified, CHC (appointed by Classified Senate President)	Karen Peterson <i>present</i>
10	Management, CHC (appointed by college president)	Keith Wurtz <i>present</i>
11	Confidential Group	Kelly Goodrich <i>present</i>
12	Vice Chancellor, Human Resources & Police Services	Kristina Hannon <i>present</i>
13	Faculty, SBVC (appointed by Academic Senate President)	Lisa Henkle
14	Classified, SBVC (appointed by Classified Senate President)	Nathan Yearyeen <i>present</i>
15	Management, SBVC (appointed by college president)	Ray Carlos <i>present</i>
16	Asian Pacific Islanders Association	Rejoice Chavira
17	CTA (appointed by CTA)	Ryan Bartlett
18	Black Faculty & Staff Association	Veada Benjamin <i>present</i>

Not