



**District Assembly Meeting
Tuesday, April 6, 2010
Minutes**

Members Present

Bruce Baron, Dr. Walter Chatfield, Rejoice Chavira, Laura Cross, Kathy Crow, Dr. Debra Daniels, Jay Danley, Dr. Gloria Fisher, Kevin Fleming, Dr. Sara Glasgow, Laura Gomez, Laura Gowen, Dr. Jim Holbrook, Kevin Kammer, Marie Mestas, Ben Mudgett, Ericka Paddock, Scott Rippy, Dr. Cory Schwartz, Dr. John Stanskas, DyAnn Walter

Members Absent

Robert Alexander, Tom Bryant, Patrick Buckley, Grayling Eation, Colleen Gamboa, Ed Gomez, Gloria Harrison, Candace Leonard, Zelma Russ, Dr. Odette Salvaggio, Moises Valencia, Kathryn Wilson

Guests Present

Pierre Galvez (for Pat McCurry), Ben Gamboa (for Colleen Gamboa), Everett Garnick, Dr. Matthew Isaac, Mike Kennedy, Melissa Myers (San Bernardino County Department of Health), Charlie Ng (for Gloria Harrison), Daniel Shedd, several students

Call to Order

Laura Cross called the meeting of the District Assembly to order at 3:00 p.m. in the Corporate Training Room at San Bernardino Community College District.

Minutes

Kevin Fleming moved, Laura Gomez seconded, and the March 2, 2010 minutes were approved with one correction.

District Assembly Vacancies - 2009-2010

The remaining CHC management vacancy was filled by Ericka Paddock.

Old Business

AP 7250 Management Employees

This item was not discussed in the absence of Renee Brunelle.

New Business

AP 2225 Collegial Consultation

Dr. Daniels stated the changes to AP 2225 were recommended by SBVC and only to the committee structuring. She said the lengthy process was reviewed by the collegial consultation groups, beginning with the Academic Senate.

Dr. Daniels moved, Dr. Stankas seconded a motion to move AP 2225 Collegial Consultation forward with the recommended SBVC changes.

Ben Gamboa, representing CSEA, expressed concern about the language used to form the membership of the various committees. He wanted to be sure a classified representative was appointed by CSEA when appropriate.

Deb Daniels said these changes were made prior to the discussions on classified representation on committees, but a CSEA member was involved in the review process. Ben G. suggested adding "at least one classified representative appointed by CSEA" to each of the committees. Deb suggested adding language such as "when appropriate, a classified represented appointed by CSEA".

Ben G. and Deb agreed to discuss and mutually approve language for CSEA representation in time for Board approval. Deb will make the changes to the document, and AP 2225 will move forward.

The CHC campus is in the process of recommending changes to the CHC portion of the shared governance procedure.

The motion passed with 2 abstentions.

District Assembly Elections Committee

Ben Mudgett reported District Assembly will be seeking nominations for ten vacancies. The process will be done electronically in the interest of time and resources. Nomination forms will be emailed on April 7. The election process will be completed before the May 4 meeting. Ben asked for a representative from each of the three sites to assist with the process.

Planning Process for Potential Re-Allocation of Human Resources Across the District after the SERP

John Stankas placed this item on the agenda several months ago. Since the issue is no longer relevant because of the recent SERP, it was not discussed nor will it be returned to a future agenda for discussion.

BP and AP 3570 Smoking

The proposed changes to BP and AP 3570 were recommended by CHC. Students and staff argued that the policy is not being enforced, signage is minimal or non-existent, ash trays are placed where smoking is prohibited, and CHC has the added disadvantaged of being located in a highly combustible area. It was suggested that we need to educate students in healthy issues, that we give the designated smoking areas another try, that signage be more visible and ash trays be removed. Melissa Myers from the San Bernardino County Public Health Department spoke about the dangers of second-hand smoke and encouraged the District to move toward a healthy, smoke-free environment.

Ben Gamboa moved to table this item for discussion at a future District Assembly meeting which would allow more time to consider the impact on students and employees. Laura Gomez seconded the motion.

The motion was defeated 10 to 7.

Jim Holbrook moved that the current smoking procedure and policy be enforced and implemented through education. Kathy Wilson seconded the motion.

The motion passed 16 to 3.

AP 2260 Conflict of Interest

This item was not discussed in the absence of Renee Brunelle.

Public Comment

Melissa Myers offered the services of the Health Department to outreach to students and staff and provide posters and other materials on smoking.

Jim Holbrook was concerned that District Assembly was becoming “theatrical” and that too much time was being spent on one topic. He said we need to work on some committee structure and parliamentary procedure for this group.

Planning Committees Status Reports

The following oral reports were given:

1. Strategic Planning Committee – Deb Daniels respectfully requested that Matthew Lee give a summary report on this committee at the next District Assembly meeting.
2. Educational Master Plan (CHC) - No report in the absence of Gloria Harrison.
3. Educational Master Plan (SBVC) - Deb Daniels reported the plan is in the final stages, and a draft should be out in the next week or so.
4. Technology Plan – No report in the absence of Glen Kuck.
5. Program Review – Bruce Baron said the program review process is nearing completion. The results of the survey on the District Office services will be sent out along with the goals and objectives for improving services.
6. Resource Allocation – Bruce said the committee approved a draft budget model and is now gathering feedback across the District. Bruce will be doing a webcast on Thursday, April 15 at 3 p.m. to review the model and to answer questions. The Human Resources portion of the plan was not discussed because Renee Brunelle was absent.

District Committee Reports

The following written reports were submitted:

1. Economic Development
2. Technology
3. District Facilities
4. District Safety
5. Human Resources

Chancellor's Comments

Bruce reported a new budget model is being reviewed and the work of the District Strategic Planning Committee will be concluding soon. Responses to CHC's accreditation recommendations are being written. The state budget situation is still unknown, but the District did achieve its financial goals with the SERP. The District can move forward with no layoffs and take care of the categorical programs next year. Bruce is trying to get into the community to encourage new partnerships. A potential new program called "*Helmets to Hardhats*" will give veterans an opportunity to learn work in the construction trade. The District needs to begin to think outside of the box.

Future Agenda Items/Announcements

1. District Assembly Elections
2. AP 7250 Management Employees
3. AP 2260 Conflict of Interest
4. District Strategic Planning Committee Update – Dr. Matthew Lee

If anyone has any additional agenda items, they need to email Laura Cross.

Adjournment

Mrs. Cross adjourned the meeting at 4:20 p.m.

Jacqueline F. Buus, Recorder