



District Assembly Meeting  
Tuesday, March 6, 2012  
Minutes

Members Present

Monica Aguilar, Stephanie Briggs, Dr. Larry Buckley, Kathy Crow, Jay Danley, Dr. Gloria Fisher, Ben Gamboa, Jeremiah Gilbert, Joyce Green, Dr. Jim Holbrook, JoAnn Jones, Stacy Meyer, Ben Mudgett, Barbara Nichols, Ericka Paddock, Karen Peterson, Michelle Riggs, Scott Rippy, Maria Rodriguez, Dr. Cory Schwartz, Dr. John Stankas, Steve Sutorus, Cassandra Thomas, Catalina Transporte, Mary Valdemar, Christopher Walsh

Members Absent

Bruce Baron, Aaron Beavor, Dr. Larry Buckley, Rejoice Chavira, Colleen Gamboa, Ed Gomez, Jodi Hanley, Gloria Harrison, Marie Mestas, Clyde Williams

Guests Present

Pierre Galvez, Dr. Matthew Isaac, Dr. Jack Miyamoto, Thomas Grant (community member)

Call to Order

Dr. Jim Holbrook called the meeting of the District Assembly to order at 3:00 p.m. in PDC #104. He welcomed everyone.

Minutes

The February 7, 2012 minutes were approved by consensus.

District Reports

**Human Resources**

Dr. Miyamoto reported the brochures for the three executive management positions have been drafted and will be sent to the constituent groups for their review on March 7. Input from the constituent groups is due on March 14. Committees will be formed and a recruitment calendar developed.

**EDCT**

Dr. Isaac presented an update on the EDCT. He distributed the *Mission, Vision and Value Statements* along with a copy of a current organizational chart.

## **Program Review**

Tanya Rogers absent. No report.

## **Old Business**

### **AP 2225 Collegiate Consultation – Academic Calendar**

Dr. Holbrook reported this item will be discussed when the Calendar Committee meets on March 8.

## **New Business**

### **BP & AP 3740 Emergency Notification System**

Tanya Rogers absent. No report.

### **AP 2260 Conflict of Interest**

Tanya Rogers absent. No report.

## **Smoking Citations**

This item will be discussed at Chancellor's Cabinet on March 8.

### **BP & AP 7250 Management Employees**

Dr. Stankas said the concern in the AP is that it limits the number of hiring committee members to 9 people. The SBVC Senate's view is that 9 members for an executive management hire is insufficient.

Dr. Miyamoto stressed the importance of honoring the shared governance process. He said if there is a deviation from the current policy and/or procedure, we need to be able to defend whatever we want to do. Jack also said the recruitment process will move forward because it is not tied to the committee formation.

**John Stankas moved, Scott Rippey seconded a motion to modify AP 7250 with the guiding principal – The recruitment of executive officer positions may deviate from the process below to be more inclusive of the campus constituent groups (to interpret general hiring procedures 7250).**

### **Motion passed.**

Classified and student senates had concerns about having a voice in the hiring procedures.

**Mary Valdemar moved, Karen Peterson seconded a motion to create a subcommittee to examine these issues.**

### **Motion passed.**

Christopher Walsh will chair the subcommittee. Members are Karen Peterson, Mary Valdemar, Ericka Paddock, Kathy Crowe, Joyce Green and Monica Aguilar.

Christopher Walsh will report committee findings to Dr. Holbrook. Jim asked the committee to formally document all of their deliberations.

#### Public Comment

Jeremiah Gilbert's question about employee social security numbers was clarified. Mary Valdemar said the students completed their *March in March* trip to Sacramento where they lobbied on behalf of education. Community member Thomas Grant urged the district to move forward on enforcing the smoking policy. Jim Holbrook reminded everyone of the emergency table top exercises in March and thanked all those who will be participating.

#### Chancellor's Comments

On behalf Chancellor Baron, Jim Holbrook thanked everyone for their attendance and participation.

#### Future Agenda Items/Announcements

1. Program Review - Rogers
2. AP 2225 Collegiate Consultation – Academic Calendar – Sutorus
3. BP & AP 3740 Emergency Notification System – Rogers
4. AP 2260 Conflict of Interest - Rogers
5. Smoking Citations – Galvez
6. Subcommittee Report on District BP & AP 7250 - Walsh

#### Adjournment

Jim Holbrook adjourned the meeting at 4:30 p.m.

Jacqueline F. Buus, Recorder