



District Assembly Meeting  
Tuesday, April 2, 2013  
Minutes

Members Present

Denise Allen, Aaron Beavor, Stephanie Briggs, Rejoice Chavira, Kathy Crow, Jay Danley, Gloria Fisher, Colleen Gamboa, Jeremiah Gilbert, Jodi Hanley, Jim Holbrook, Kyle Hundley, Yvette Lee, Albert Maniaol, Jeanne Marquis, Kim McCormick, Stacy Meyer, Erica Paddock, Robert Shields, Cassandra Thomas, Catalina Traspote, Mary Valdemar

Members Absent

Bruce Baron, Paula Ferri-Milligan, Yasmeen Flores, Ben Gamboa, Ed Gomez, Victor Ho, Cameron Lyons, Cheryl Marshall, Marie Mestas, Ben Mudgett, Barbara Nichols, James Smith, John Stankas, Ginger Sutphin, Michelle Tinoco, Clyde Williams

Guests Present

Maria Elena Diaz, Pierre Galvez, Matthew Isaac, Annaly Medrano, Charlie Ng, Tanya Rogers

Call to Order

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

Minutes

The March 5, 2013 minutes were approved by consensus.

Election Update

Jim Holbrook said electronic voting is the next step. New members will be invited to the May meeting.

Academic Senate Reports

CHC

Denise Allen reported the Senate has formed user groups that will provide input for the initial phase of construction of the four new buildings. A screening committee is being formed for the selection of the Vice President of Instruction. Discussions are being held about building names.

## SBVC

Jeremiah Gilbert reported the statewide Academic Senate held an Area D meeting on statewide issues and resolutions. Locally, the Senate is reviewing its ethics statement and forming an ad hoc committee to look at student success infrastructure.

## Classified Senates

### CHC

Michelle Tinoco was absent.

### SBVC

Cassandra Thomas reported the Senate finalized its budget. Staff is reviewing the constitution, finalizing scholarship criteria and looking at strategic planning on the campus.

## Student Senates

### CHC

Kyle Hundley reported eight students and an advisor flew to Sacramento where they had the opportunity to participate in 12 legislative visits. Students have been busy with shared governance. Student elections will be held soon.

### SBVC

Robert Shields reported on the students' advocacy trip to Washington DC. Students met with Congressman Gary Miller's aide to discuss the "Dream Act" and its impact on students. Student elections are being planned.

## District Reports

### EDCT

A written report was submitted.

### Emergency Preparedness

A written report was submitted.

## Old Business

### BP and AP 2175 Evaluation of the Chancellor

Presented for information only.

BP and AP 7250 Management Employees

Presented for information only.

BP and AP 7251 Management Evaluation

Presented for information only.

Mutual Respect Policy

Tanya Rogers asked that this item be pulled until such time as the legal implications are resolved.

AP 5030 Fees

Charlie Ng asked that this item be pulled until he completes additional research.

New Business

BP & AP 6710 Ticket and Pass Distribution

Cassandra Thomas moved, Jodi Hanley seconded, and BP & AP 6710 Ticket and Pass Distribution was approved.

BP & AP 3590 District Energy Conservation

Charlie Ng reported the district engaged in a contract last year to save energy and subsequently hired an energy administrator. The next step is to approve a board policy that specifies our commitment to energy and an administrative procedure that says how the program will be administered.

Kyle Hundley moved, Kathy Crow seconded, and BP & AP 3590 District Energy Conservation was approved.

AP 4260 Prerequisites and Corequisites

This item was forwarded to the Academic Senates because it is an academic and professional matter.

Document Reading/Checking Software

Mary Valdemar moved, Jeremiah Gilbert seconded, to forward this item to Glen Kuck to delegate to the appropriate IT committee for review and recommendation.

Chancellor's Comments

Bruce Baron was absent.

### Public Comment

May 1 is multi-cultural day at CHC.

Mary Valdemar and five buses filled with students attended the *March in March* in Sacramento.

April 3 is career day at CHC.

The SBVC Honor Society is hosting an e-waste event on April 3.

SBVC will be celebrating *Earth Day* the week of April 22.

A summer job fair will be held at CHC on April 16.

Jim Holbrook encouraged everyone to take the simulated earthquake drill on April 17 seriously, both individually and professionally.

### Future Agenda Items/Announcements

1. Election Results
2. Mutual Respect Policy – Rogers
3. AP 5030 Fees – Ng
4. Document Reading/Checking Software
5. AP 4260 Prerequisites and Corequisites

### Adjournment

Jim Holbrook thanked everyone and adjourned the meeting at 4:20 p.m.

Jackie Buus, Recorder