



District Assembly Meeting
Tuesday, October 4, 2011
Minutes

Members Present

Stephanie Briggs, Rejoice Chavira, Kathy Crow, Dr. Deb Daniels, Jay Danley, Dr. Gloria Fisher, Ben Gamboa, Joyce Green, Jodi Hanley, Gloria Harrison, Dr. Jim Holbrook, JoAnn Jones, Marie Mestas, Stacy Meyer, Ben Mudgett, Barbara Nichols, Ericka Paddock, Karen Peterson, Michelle Riggs, Maria Rodriguez, Dr. Cory Schwartz, Dr. John Stanskas, Steve Sutorus, Cassandra Thomas, Catalina Transporte, Mary Valdemar, Chris Walsh

Members Absent

Bruce Baron, Aaron Beavor, Patrick Buckley, Colleen Gamboa, Ed Gomez, Scott Rippy, Clyde Williams

Guests Present

Dr. Matthew Isaac, Robert Levesque, Dr. Jack Miyamoto, Charlie Ng, Chris Tamayo, Kevin White

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 September 6, 2011 minutes were approved by consensus, with one correction.

Membership 2011-2012

The 2011-2012 membership is complete with the addition of faculty members Jay Danley and Jeremiah Gilbert.

Old Business

AP 2225 Collegiate Consultation – Academic Calendar

Jodi Hanley asked that this item be tabled until the December meeting. Jim Holbrook and Steve Sutorus will meet with Jody before that time.

New Business

AP 5030 Fees

All changes to AP 5030 were approved at the last meeting with the exception of parking fees. Charlie held meetings on the various district sites to hear the concerns of faculty, staff and students regarding the proposed fee increase. He also wanted everyone to know what the district's position was with this proposed increase. Charlie provided the membership with an update on the proposed process to enforce parking at the district site.

Kathy Crow asked about enforcement of the smoking policy. Charlie responded that the piece of legislation that allows due process for someone who receives a ticket will not be effective until January 1, 2012. The fee for a smoking violation is not included in AP 5030 because it is handled like a parking ticket.

Kathy Crow moved, John Stanskas seconded a motion to approve the parking fee increase per AP 5030.

Ben Gamboa stated CSEA is not in favor of the increase in parking fees because the union is concerned with enforcement issues on all sites, there is no alternative methods to get to work, and because the district could be on a consistent spiral to increase parking fees annually because of the passage of SB 774.

The motion was defeated.

District Reports – Oral or Written

Jim Holbrook asked the members if they would like to continue to receive all the written staff reports monthly or focus on one report each meeting. Staff members who submit the written reports said they found benefits in continuing to do so. Jim will address this item with the District Assembly Executive Council when the next agenda is set.

Proposed Changes in DA Constitution

Jim Holbrook proposed two changes to Article 3 of the District Assembly Constitution adding this is his attempt to have a representative sampling of groups serving on District Assembly. After some discussion, Jim agreed to bring back his proposal with some clarification to the next meeting.

Public Comment

John Stanskas reported he distributed to the SBVC campus a draft of the recommendations by the California Community Colleges Task Force on Student Success. Gloria Harrison will send the same report to the CHC campus.

Jim Holbrook reminded everyone that the "*Great California Shake Out*" on October 20, 2011 at 10:20 a.m. is an opportunity for everyone to plan for a catastrophic incident.

Planning Committees' Status Reports

1. District Strategic Planning Committee – Charlie reported the next meeting is November 14. The group will be discussing progress and the November quarterly report.

2. Technology Plan – Glen Kuck reported the three-year DTSP is nearing the completion of the infrastructure portion of the plan. There has been a lot more security and control systems installed, and the site is moving toward an integrated environment. Glen accompanied Charlie Ng and Jack Miyamoto on a recent visit to Chaffey College because that district has been fiscally independent for quite some time. He concluded his report by saying 80% of what needs to be done on the DTSP is dependent on the district moving away from the county system. Emails will be forthcoming inviting faculty and staff to participate on the process.
3. Program Review – No report given.

District Reports

1. Economic Development – A written report was submitted.
2. Technology - A written report was submitted.
3. Bond Program – A written report was submitted.
4. District-wide Safety – Charlie said the first meeting was spent reviewing the committee's mission and identifying activities and calendar for the year. Three projects identified were: 1) safety program effectiveness; 2) communicating issues and instructions to staff; and 3) participating and promoting safety events.
5. Emergency Preparedness – A written report was submitted.
6. Budget – Charlie Ng reported the revenue projections are not materializing. The prediction is to increase enrollment fees from \$36 to \$46 per unit and that the state's budget will be cut again which would mean about a \$1 million less for this district. The district will be planning soon for 2012-2013 for the worse case scenario.
7. Human Resources – Jack Miyamoto reported Human Resources is developing a new and more complete orientation program for new employees. Also in progress is a mentor program which Jack said is a good investment. He will be sending an email to managers asking for mentors.

Chancellor's Comments

Chancellor Baron was absent.

Future Agenda Items/Announcements

1. AP 2225 Collegiate Consultation – Academic Calendar (Dec.)
2. AP 2225 Collegial Consultation – Economic Development Coordinating Committee (Nov.)
3. District Reports – Oral or Written
4. Smoking Citations (Feb.)
5. Dr. Holbrook's Proposed Changes and Clarification to the DA Constitution
6. AP 6620 Naming of Buildings

Adjournment

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

Jacqueline F. Buus, Recorder