I. Welcome & Introductions

Denise Allen called the meeting to order at 3:05pm

II. Chancellor’s Report

Chancellor gave another update on the President search for CHC and provided a timeline handout. The Consultant will be having an open forum on May 8th to gather input to profile and create the recruitment brochure. He mentioned that the Board would be reviewing a possible Bond for the November ballot. The Chancellor will be attending the CTA and CSEA meetings this coming month to give an update on the search.

III. Approval of Minutes

Raymond Carlos moved to approve. Mark McConnell seconded the motion to approve the minutes of April 3, 2018. Jim Holbrook abstained. All others approved.

IV. Old Business

A. BPs & APs 2nd Read & Approval
   1. BP & AP 2410 Board Policies and Administrative Procedures – Jim Holbrook moved to approve the Draft version (not drop box). Mark McConnell seconded the motion to approve. Unanimous approval.
   2. BP & AP 2510 Collegial Consultation – Celia Huston moved to approve the Draft version (not drop box). Raymond Carlos seconded the motion to approve. Unanimous approval.
   3. BP & AP 3280 Grants – Request from T.L. Brink to format section #D with a command voice (verb) make it an action statement. T.L. Brink moved to approve the Draft version (not drop box). Raymond Carlos seconded the motion to approve. Unanimous approval.
   4. BP & AP 3300 Public Records – Mark McConnell moved to approve the drop box version. Celia Huston seconded the motion to approve. Unanimous approval.
   5. BP & AP 3420 Equal Employment Opportunity – Jim Holbrook moved to approve the drop box version. T.L. Brink seconded the motion to approve. Unanimous approval
   6. BP & AP 3530 Weapons on Campus – Mark opened a discussion on language of carrying a knife. Jim Holbrook moved to approve the drop box version. Cassandra Thomas seconded the motion to approve. Vote was taken it passed
   7. AP 6305 Reserves – brand new advised – Jim Holbrook moved to approve the drop box version. Mark McConnell seconded the motion to approve. Unanimous approval.
   8. BP & AP 6320 Investments (1st read in Feb 18)
V. New Business

A. BPs & APs – 1st Read
   1. AP 7211 Faculty Service Areas, Minimum Qualifications, and Equivalencies – Request for documents to be attached to the policy

B. Committee Evaluation
Denise Allen asked everyone to complete the evaluation; we received eight evaluations at the end of the meeting.

C. Election of President
Celia Huston made a motion to nominate Denise Allen as President. Jim Holbrook seconded the motion. Unanimous approval to elect Denise Allen.

VI. Updates

A. Districtwide Standing Committee & Organizational Chart Update
Committee reviewed the chart. There was an error in spelling, an email will be sent to Jeremiah Gilbert.

B. Human Resources Update (list of new hires)
Committee reviewed the list of new hires.

VII. Reports

1. Academic Senates
2. Classified Senates
3. Student Senates
All BPs & APs in this section will return to DA in September, unless otherwise noted:

1. AP 3435 Discrimination and Harassment Resolution Procedures (Legal update #31) No BP
2. BP & AP 3505 Emergency Response Plan (Feb DA new business. With PD for review)
3. BP & AP 3710 - Securing of Copyright (BP was approved 2/6/18 and will be submitted to Board together)
4. BP & AP 3720 Computer and Network Use (Legal update #31. With TESS for review)
5. BP & AP 4060 Delineation of Functions agreement
6. BP & AP 4103 - Work Experience
7. AP 4104 Contract Education No BP
8. BP & AP 5110 Counseling
9. BP & AP 5150 Extended Opportunity Programs and Services
10. AP & BP 5500 Standards of Student Conduct (requested on 3/6/18 to bring forward to April DA. 1st read in May, 2nd read in September)
11. AP 5530 Student Rights and Grievances (Legal update #31)
12. BP & AP 6250 Budget Management (pulled on 3.7.17 by J. Torres)
13. BP & AP 6300 Fiscal Management (pulled on 3.7.17 by J. Torres)
14. AP 6370 Contracts - Personal Services – brand new required (pulled on 3.7.17 by J. Torres) No BP
15. BP & AP 6400 Financial Audits (Legal update #31)
16. AP 6850 Hazardous Materials (Legal update #31) No BP
17. AP 6950 Drug and Alcohol Testing (U.S. Department of Transportation) – brand new required (pulled on 3.7.17 by J. Torres) No BP
18. BP & AP 7150 Evaluation (1st read in March 18)
19. BP & AP 7210 Academic Employees (1st read in Feb 18)
20. AP 7213 Part Time Faculty: Benefits – brand new optional (note: AP was pulled by DA on 11.14.17) No BP
21. BP & AP 7240 Confidential Employees (note: AP was pulled by DA on 11.14.17)
22. BP & AP 7250 Educational Administrators
   4/3/18 DA - change (AP 7250) F1 from 15 members to 16 members and CSEA from one appointee to two CSEA appointees. These changes will be sent to the Board for approval. Any additional changes to be discussed at the next DA meeting.
23. AP 7260 Classified Supervisors and Managers
   4/3/18 DA pulled BP & AP 7260 for DA next month. BP to 2nd read 5/1/18
24. BP & AP 7310 Nepotism (Legal update #31)
25. BP & AP 7365 Discipline and Dismissal - Classified Employees (pulled in Feb?)
26. BP & AP 7380 Retiree Health Benefits: Academic Employees –
X. Future Topics

1. Preliminary BP & AP Review Schedule (April)
2. Human Resources Update (TBD)
3. Membership Election (February)
4. Annual approval of 6-year AP/BP review schedule (September)
5. Budget Update (TBD)
6. EDCT Organizational Chart – Galope (TBD)
7. Instructional Initiatives Committee – Galope (TBD)
8. Auditing Update (Summer 2018)
10. Web-advisor Update (TBD)
11. AB 104 Update (TBD)
12. Emergency Management Committee (TBD)
13. District Support Services Update (written reports)
14. Police Department Update (written reports)
15. TESS Updates (written reports)

XI. Adjournment

Meeting adjourned at 4:35 pm. Next meeting for September 4, 2018, 3:00 pm
District Assembly Sign-In Sheet

Date: 5-1-2018
President: Denise Allen
Vice President: Mark McConnell
Recorder: Stacey-Nikae

Rocio Aguayo
Amy Avelar
Bruce Baron
T.L. Brink
Raymond Carlos
Santiago Castillo
Jeffrey Demsky
Jim Holbrook
Celia Huston
Kathryn Jaramillo
Robert Levesque
Sheri Lillard
Craig Luke
Marcus McInerney
Brandi Mello
Kevin Palkki
Diana Rodriguez
Susan Ryckevic
James Smith
Amber Snow
Mike Strong
Cassandra Thomas
Mary Valdemar
Kathy Wilson
Keith Wurtz

Guests:
Maria Torres
Kelly Goodwin
Jose Torres