



District Assembly Meeting  
Tuesday, February 7, 2012  
Minutes

Members Present

Bruce Baron, Stephanie Briggs, Dr. Larry Buckley, Rejoice Chavira, Jay Danley, Dr. Gloria Fisher, Ben Gamboa, Jeremiah Gilbert, Joyce Green, Jodi Hanley, Gloria Harrison, Dr. Jim Holbrook, Marie Mestas, Stacy Meyer, Barbara Nichols, Ericka Paddock, Karen Peterson, Michelle Riggs, Scott Rippy, Dr. Cory Schwartz, Dr. John Stankas, Steve Sutorus, Catalina Transporte, Mary Valdemar, Christopher Walsh

Members Absent

Aaron Beavor, Patrick Buckley, Kathy Crow, Colleen Gamboa, Ed Gomez, JoAnn Jones, Ben Mudgett, Maria Rodriguez, Clyde Williams

Guests Present

Pierre Galvez, Dr. Matthew Isaac, Dr. Glen Kuck, Charlie Ng

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 December 6, 2011 minutes were approved by consensus. It was noted that Cory Schwartz and Cassandra Thomas were present at that meeting.

District Reports

**Bond, Safety, Budget, DSP**

Charlie Ng presented an update on the construction projects at SBVC and CHC. He said forms to complete when an employee is injured on the job are now on line. Reports updating workers' compensation claims will soon be disseminated to all managers. The Hazardous Mitigation Plan is being revised.

Charlie talked about the budget indicating what the impact of the November tax initiative would be on the district should it pass or not pass. The district currently has a \$2.5 to \$3 million deficit, and it would lose another \$3.25 million should the initiative fail. The reduction could increase to \$9 million in 2012-2013 if the initiative does not pass. Charlie said he would be providing monthly budget updates for district employees.

Charlie will update the Board of Trustees on the District Strategic Plan in the spring.

### **Emergency Preparedness**

A review team from the International Association of Campus Law Enforcement Administrators (IACLEA) will be visiting with certain individuals at SBVC, CHC and the District. The district will be evaluated in four categories. Table top exercises will be held on the 3 sites in the middle of March.

Dr. Holbrook would like to see some training using a “real” shooter scenario. Charlie said he would include this in his future discussions.

### **Technology, DTSP**

Dr. Kuck provided a written summary of the findings of the Business Process Analysis for the payroll and purchasing processes. He also provided a written update of the District Technology Strategic Plan.

### **Subcommittee Report on Changes to Constitution**

Bruce Baron said the subcommittee recommended the current language in the constitution remain intact despite its imperfections and recommended suggested changes to the constitution be handled on a case by case basis.

### **Old Business**

#### **Dr. Holbrook’s Proposed Changes to Constitution**

Jim Holbrook moved, Barbara Nichols seconded a motion to add the Executive Director of the EDCT to the list of Ex Officio Members

The vote was:

AYES: 9

NOES: 12

ABSTENTIONS: 1

Motion defeated.

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

This item will be carried forward month to month until there is something to report.

### **New Business**

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

This item will be carried forward to the March 6, 2012 meeting.

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

This item will be carried forward to the March 6, 2012 meeting.

### **Smoking Citations**

Pierre Galvez will bring the enforcement section of the citation process forward to the March 6, 2012 meeting.

### Public Comment

Mary Valdemar reported SBVC and CHC students will be participating in the *March in March* on the 5<sup>th</sup>.

John Stanskas had a concern about prerequisite enforcement. After some discussion, it was determined the issue was only at SBVC. Glen Kuck said the issue could be fixed with a code change.

### Chancellor's Comments

Chancellor Baron reported the district will be conducting a national search to permanently fill the campus presidents' positions. He hopes to have the positions filled by July 1, 2012.

### Future Agenda Items/Announcements

1. AP 2225 Collegiate Consultation – Academic Calendar - Sutorus
2. BP & AP 3740 Emergency Notification System - Rogers
3. AP 2260 Conflict of Interest - Rogers
4. Smoking Citations - Galvez

### Adjournment

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

Jacqueline F. Buus, Recorder