



District Assembly Meeting

September 3, 2019

3:00 – 4:00 p.m.

SBCCD Boardroom

114 S. Del Rosa Dr., San Bernardino, CA 92408

MINUTES

1. **CALL TO ORDER** Jeremiah Gilbert, DA President
 - A. Welcome & Introductions
 - B. Meeting Norms & Expectations (p5)

Jeremiah Gilbert called the meeting to order at 3:04pm and led the self-introductions. He reviewed the meeting norms and expectations.

2. **CHANCELLOR'S REPORT** Bruce Baron

Chancellor Baron reported on the Promise Program and its success. FCC auction proceeds was used to purchase three buildings. We anticipate a five percent return from the building rentals, which is dedicated to support the Promise Program. The District Offices and TESS are scheduled to move to the Hospitality Building in mid-October. The classification study is underway. The District had 80 speakers present at conferences and through speaking engagements.

3. **APPROVAL OF MINUTES**
 - A. May 7, 2019 minutes (p6)

Mark McConnell moved approval of the May 7, 2019 minutes. Laurie Green seconded the motion. Unanimous approval.

4. **OLD BUSINESS**
 - A. None

5. **NEW BUSINESS**
 - A. Districtwide Institutional Effectiveness Committee Charge & Membership (p14)

Keith Wurtz moved approval of the Districtwide Institutional Effectiveness Committee Charge & Membership. T.L. Brink seconded the motion. Unanimous approval.

**B. District Assembly Constitution for 1st Reading (p15)
Members of the Assembly were asked to review. 2nd reading and vote will take place at the October meeting.**

**C. Approval of 2019-2020 AP & BP Review Schedule (p26)
Stephanie Lewis moved approval of the 2019-2020 AP & BP Review Schedule. Kevin Horan seconded the motion. Unanimous approval.**

D. Approval of APs & BPs for 1st Reading

- a. **AP/BP 3430 Prohibition of Harassment (p28,40)**
- b. **AP 3435 Discrimination and Harassment Complaints and Investigations (p42)**
- c. **AP/BP 3440 Service Animals (p53,55)**
- d. **AP/BP 6750 Parking (p56,59)**

- e. AP/BP 6751 Parking Citation Payment Plan (p60,62)
- f. AP/BP 7540 Mileage Reimbursement (p63,65)

Members of the Assembly were asked to review APs & BPs for first reading and take them back to their constituency groups for feedback. 2nd reading and vote will take place at the October meeting.

E. Legal Update #33 – Informational Item

- a. AP 3550 Drug Free Environment and Drug Prevention – *two legal citation amendments (No change to BP)*(p66,69)

AP 3550 had no significant changes and no change to the BP and was submitted to the Assembly for information. **AP & BP 3550 will move forward for Board approval.**

6. **UPDATES & REPORTS**

- A. PRT Visit Update (p70)
- B. TESS Newsletter (handout)
- C. Webadvisor/SIS Update
- D. Budget Update

Jose Torres distributed a Call to Action whitepaper, which addresses student centered funding formula concerns. Send electronic copy to all members.

7. **PUBLIC COMMENTS**

Stephanie Lewis requested outstanding balances for SBVC to be reflected in the minutes as CHC balance was referenced in the May minutes:

Spring 2019, 12798 Students, 1709 with Balance Due \$289,375.77
Fall 2018, 12825 Students, 1405 with Balance Due \$313,606.46
Summer 2018, 6347 Students, 452 with Balance Due \$57,843.50
Spring 2018, 12782 Students, 1313 with Balance Due \$195,825.00

From the 5/7/19 minutes: J. Torres reported the policy is students owing less than \$200, but can continue to sign up for classes as long as they are on a payment plan. Students with amounts greater than \$200 must pay in full before subsequent enrollment. L. Green shared possible concerns with students in certificated classes. Outstanding balances from CHC as of April 22, 2019 are as follows: 2019SP \$315,050.75; 2018FA \$189,066.38; 2018SM \$23,163.00; and 2018SP \$81,288.89 for a total of \$608,569.02. SBVC figures were not provided.

Luke Bixler reported Colleague created payment plans. System is not set up to establish payment plans for SBVC. Luke will take the lead with the campuses to establish payment plans.

8. **ADJOURN**

Next Meeting: October 1, 2019. Meeting adjourned at 4:02pm.