

BOARD POLICY COMMITTEE MEETING

Wednesday, June 4, 2014

MINUTES

1.0 PROCEDURAL MATTERS

1.1 Call to Order

The meeting was called to order at 5:21 p.m. by Mr. John Hanna. Other members present: Ms. Claudia Alvarez and Mr. Larry Labrado.

Staff present: Mr. John Didion and Ms. Anita Lucarelli as record keeper.

1.2 Pledge of Allegiance to the United States Flag

The pledge of allegiance was led by Mr. Labrado.

1.3 Public Comment

There were no public comments.

1.4 Approval of Minutes

It was moved by Mr. Labrado and seconded by Ms. Alvarez to approve the minutes of February 27, 2014. The committee reviewed the minutes and received the following updates to requests made at the February 27th meeting:

- Item 2.1 (BP 2746 Board of Trustees Annual Evaluation of District Goals)
Mr. Didion indicated he has a draft policy to be considered by the full board. If the draft policy is adopted, a survey instrument will be considered.
- Item 2.2 (BP 7001 Code of Ethics)
Mr. Didion indicated Mr. Hardash reviews the documents for purposes of completeness and signature; the committee was satisfied with this procedure. Mr. Didion informed the committee that Ms. Mary Dowell is scheduled to give a presentation on the Form 700 at the July 21st board meeting.
- Item 2.4 (Requirement of Bond Oversight Committee members to file Form 700)
Mr. Didion indicated it is not a requirement for a Bond Oversight Committee member to file a Form 700. Mr. Didion indicated he would ask counsel to draft a disclosure statement for members of the Bond Oversight Committee to sign as part of their appointment to the oversight board and bring it back to the policy committee for review.

1.4 Approval of Minutes – (cont.)

- Item 2.6 (BP 6610 – Opportunities for Local Hires and Local Businesses on District Capital Improvement and Construction Projects)
Mr. Didion indicated he will continue to work on this item and plans to have a draft for the committee to review at its next meeting.

The motion carried with the following vote: Aye – Ms. Alvarez, Mr. Hanna, and Mr. Labrado.

2.0 REVIEW OF BOARD POLICIES & RELATED ITEMS

2.1 Review of BP 2740 Board Education

The committee reviewed this policy. Mr. Hanna explained the continuing education offered by the Community College League of California (CCLC Excellence in Trusteeship Program) and the trustee webinars offered by Association of Community College Trustees. Mr. Hanna asked that the following questions be sent to the community college listserv:

- Does your district require its Board members to complete a certain amount of educational courses, such as the CCLC Excellence in Trusteeship program, either as a requirement for all trustees or just for those seeking to become Board officers?
- If there is no requirement to complete educational courses, does your district encourage Board members to complete educational courses and if so, how are they encouraged?

2.2 BP 2105 Election of Student Member

The committee reviewed this policy and recommended the policy be forwarded to the board for a first reading.

2.3 BP 2315 Closed Session

The committee reviewed this policy and recommended the policy be forwarded to the board for a first reading.

2.4 BP 2210 Officers

The committee reviewed this policy and recommended the policy be forwarded to the board for a first reading.

2.5 BP 2715 Code of Ethics/Standards of Practice

The committee reviewed this policy and recommended the policy be forwarded to the board for a first reading.

2.0 REVIEW OF BOARD POLICIES & RELATED ITEMS – (cont.)

2.6 BP 2330 Quorum and Voting

The committee reviewed this policy and recommended the policy be forwarded to the board for a first reading.

2.7 BP 2746 Board of Trustees Annual Evaluation of District Goals

The committee reviewed this policy and recommended the policy be forwarded to the board for a first reading.

2.8 BP 3224 Auxiliary Services – Student Business Office (delete)

The committee reviewed this policy and recommended the policy be forwarded to the board for a first reading.

2.9 BP 3225 Auxiliary Services – Special Services (delete)

The committee reviewed this policy and recommended the policy be forwarded to the board for a first reading.

2.10 BP 3410 Nondiscrimination

The committee reviewed this policy and recommended the policy be forwarded to the board for a first reading.

2.11 BP 3430 Prohibition of Harassment

The committee reviewed this policy and recommended the policy be forwarded to the board for a first reading.

2.12 Section 4000 Policies (21 new/revised policies and 6 current policy deletions)

The committee reviewed this policy and recommended the policy not be deleted, but have the policy number updated, and forwarded to the board for a first reading.

2.13 Section 5000 Policies (29 new/revised policies and 9 current policy deletions)

The committee reviewed this policy and recommended the policy be forwarded to the board for a first reading.

2.0 REVIEW OF BOARD POLICIES & RELATED ITEMS – (cont.)

2.14 BP 6200 Budget Preparation

The committee reviewed this policy and recommended the policy be forwarded to the

2.15 BP 6250 Budget Management

The committee reviewed this policy and recommended the policy be forwarded to the board for a first reading.

2.16 BP 6305 Fiscal Accountability

The committee reviewed this policy and recommended the policy be forwarded to the board for a first reading.

2.17 Review of BP 2435 Evaluation of the Chancellor

The committee reviewed this policy, discussed possible changes to the policy, and asked Mr. Didion to review the possible changes with the chancellor. The committee recommended the policy be reviewed at the next committee meeting.

2.18 Review of BP 2745 Board Self Evaluation

The committee reviewed this policy and recommended another committee meeting be held in September to review a self-evaluation instrument and process to be used in the board's self-evaluation, as well as any changes to the list of individuals who will receive a copy of the instrument.

2.19 Review of BP 2746 Board of Trustees Annual Evaluation of District Goals

This item was a duplicate of Item 2.7.

2.20 Review of BP 7001 Code of Ethics/AR 2712 Conflict of Interest Code (New)

The committee reviewed this policy during discussion of Item 1.4 (02-27-14 Minutes).

2.21 Review of BP 2210 Officers

This item was a duplicate of Item 2.4.

2.22 Proposal of Future Agenda Items

There were no future agenda items proposed.

3.0 ADJOURNMENT

Chairperson Hanna declared this meeting adjourned at 6:45 p.m.

Minutes Approved: August 28, 2014