I. Call to Order

II. Public Comment
   a. Regarding Items NOT on the Agenda
   b. Regarding Items ON the Agenda

III. Approval of Minutes (3/11/14)

IV. Standing Reports
   a. Budget
   b. Technology
   c. Institutional Planning and Effectiveness
   d. Institutional Program Review
   e. Academic Senate
   f. Student Senate
   g. Implementation Task Force

V. Information Items
   1. Accreditation Update – La Serna

VI. Action Items
   2. 1st read: AP 6200 – Budget Preparation – Statton
   3. 1st read: BP 6301 (originally AP 6301) – Cash Control and Fundraising Procedures for Student Senate Clubs – Statton
   4. 1st read: AP 6360 – Computer Software Procurement – Statton
   5. 1st read: AP 6531 – Transportation Procedure – Student or Volunteer – Statton

Members
   Administration (4): Eric Mittlestead, John Bratsch, Jonna Schengel, Brent Calvin (co-chair)
   Faculty (4): David Hurst, Stephen Tootle, Lisa Greer, Meng Vang
   Adjunct Faculty (2): Don Nikkel, Pat Twiford
   Classified (4): Donna Robinson, Joanne Barkhurst, Shelli Giles, Steve LaMar (co-chair)
   Students (2): Alex Bony, Juan Moreno
   District Governance Senate Co-Chair Representatives (4): Christine Statton, Tim Hollabaugh, Jennifer Vega La Serna, Cindy DeLain
   Superintendent/President, Ex Officio (1): Stan Carrizosa
I. **Call to Order:** Calvin called the meeting to order at 3:10 p.m.

II. **Public Comment:**
   1. Items not on the agenda: none
   2. Items on the agenda: none

III. **Approval of Minutes:** Mittlestead moved to approve the minutes from 3/11/14; Hollabaugh seconded. Motion carried by unanimous vote.

IV. **Standing Reports:**
   a. **Budget Committee:** Statton reminded the group of the dates of the District Budget Forums. Regarding above-base funding requests and foundation allocation requests, Tootle requested that the Resource Allocation Manual be revised to note that it is the responsibility of the Budget Committee to notify requestors with sufficient time to submit a foundation allocation request if their above-base request is denied. Calvin would like to invite Tim Foster to District Governance Senate for further discussion.
   b. **Technology Committee:** Hollabaugh reported on the items as listed in the Standing Report. Tootle expressed the need to make schedules of the computer labs available to both students and faculty. Discussion followed about possibly adding a link to the COS homepage. Conversation continued regarding updates running on classroom computers but requiring an admin password, and the accessibility of internal forms. Hollabaugh noted that the need for a more accessible forms repository is a theme to be included in the Technology Plan. Calvin asked Hollabaugh to give District Governance Senate a presentation on how to locate forms on the website at an upcoming meeting.
   c. **Institutional Planning and Effectiveness Committee:** No report. Committee has not met.
   d. **Institutional Program Review Committee:** DeLain reported on the items as listed in the Standing Report.
   e. **Academic Senate:** Hurst reported on the items as listed in the Standing Report. Academic Senate will host a summit on Saturday, May 3.
   f. **Student Senate:** No report.
   g. **Implementation Task Force:** No report. Next meeting scheduled for March 26.

V. **Information Items:**
   1. **Accreditation Update** – No updates.

VI. **Action Items:**
   2. 1st read: AP 6200 – Budget Preparation – Statton presented the changes to the administrative procedure. No additional changes were made by District Governance Senate.
   3. 1st read: BP 6301 (originally AP 6301) – Cash Control and Fundraising Procedures for Student Senate Clubs – Statton informed the group that this policy was originally presented as an administrative procedure but was changed to a board policy. One minor revision was made to replace “business office” to “fiscal services”.
4. **1st read: AP 6360 – Computer Software Procurement** – Statton presented the changes to the administrative procedure. Discussion followed regarding the first paragraph which Statton and Hollabaugh will work together to revise the language. A couple additional minor revisions were made, including the change from “computer software procurement” to “technology procurement”.

5. **1st read: AP 6531 – Transportation Procedure – Student or Volunteer** – Statton presented changes to the administrative procedure which went through a lengthy revision process. The biggest issue discussed during revision was the age and experience of the student driver. Statton recommends the age of the driver to be at least 20 years old and to have had a valid driver’s license for at least two years. The Academic Senate recommends the age of 18 and no time requirement for holding a driver’s license. Statton also talked about the changes to the language regarding carts, riding lawnmowers, tractors, and police academy cars. Lengthy discussion followed. Only one word was changed — “gasing” to “fueling”.

**Adjourned:** 4:18 p.m.