District Governance Senate Agenda
3:10 – 5:00 p.m.
April 8, 2014
Sequoia, Room 1

I. Call to Order

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

III. Approval of Minutes (3/25/14)

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
   2. Timeline for Evaluations and End of Year Report – Calvin

VI. Action Items
   3. 2nd read: AP 6200 – Budget Preparation – Statton
   4. 2nd read: BP 6301 (originally AP 6301) – Cash Control and Fundraising Procedures for Student Senate Clubs – Statton
   5. 2nd read: AP 6360 – Technology Procurement (originally Computer Software Procurement) – Statton
   6. 2nd 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 3:11 p.m.

II. **Public Comment:**

1. **Items not on the agenda:** Tootle announced that famous historian, Victor Hansen, will be giving a public lecture on April 29, 2014 in Ponderosa at 7:00 pm. A private “meet and greet” with students will be held at 4:30 pm.

2. **Items on the agenda:** none

III. **Approval of Minutes:** Hurst moved to approve the minutes from 3/25/14; Statton seconded. Motion carried by unanimous vote.

IV. **Standing Reports:** See attached Standing Reports.

   a. **Budget Committee:**

   b. **Technology Committee:** No report.

   c. **Institutional Planning and Effectiveness Committee:**

   d. **Institutional Program Review Committee:**

   e. **Academic Senate:**

   f. **Student Senate:** Bony reported planning and participation continues with the S.T.E.P.S. program. Calvin added that Student Senate leaders have been very helpful during the Saturday counseling sessions. The Student Senate will hold a staff appreciation luncheon on Thursday, May 8, at 11:00 a.m. in Sequoia room 1.

   g. **Implementation Task Force:** La Serna reported that the task force is preparing their report with all recommendations for District Governance Senate. The task force recommends that the District Governance Senate include on its website a list of prospective changes that can be viewed and added to throughout the year. La Serna will have the Implementation Task Force’s recommendations at the next District Governance Senate meeting.

V. **Information Items:**

1. **Accreditation Update** – La Serna reported that the Accreditation Editing Team continues to write the first draft of the “warning” report due in October. Drafts of the Master Plan and Annual Report on the Strategic Plan are also in progress.

2. **Timeline for Evaluations and End of Year Report** – Calvin explained that each member of District Governance Senate and its committees will be sent an online self-assessment survey from the Research and Planning Office. The surveys are due April 22. The co-chairs of each committee are required to complete the end-of-year report in TracDat, which is a continuation of the mid-year report, and include a summary of the individual self-assessments. End of year reports are due August 15.

VI. **Action Items:**

3. **2nd read:** AP 6200 – Budget Preparation
4. **2nd read**: BP 6301 (originally AP 6301) – Cash Control and Fundraising Procedures for Student Senate Clubs
5. **2nd read**: AP 6360 – Computer Software Procurement
6. **2nd read**: AP 6531 – Transportation Procedure – Student or Volunteer

Hurst moved to approve AP 6200, BP 6301, AP 6360, and AP 6531 as presented; Tootle seconded. Motion carried by unanimous vote.

**Adjourned**: 3:42 p.m.