I. Call to Order

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

III. Approval of Minutes (4/22/14)

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. Feedback on the Annual Report on the Strategic Plan – Calvin
   4. Base Budget Augmentation Requests (AP 3261) – Carrizosa
   5. Proposed Changes to Planning Manuals (deadline 5/22) – Calvin
   6. Review End-of-Year Assessment Survey – Calvin
   7. BP/AP 2410 – Policy and Administrative Procedures – Carrizosa
   8. BP 3570 - Smoking and Use of Tobacco on District Property – Calvin

VI. Action Items

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
Members Present
Administration: Jonna Schengel, Eric Mittlestead, John Bratsch, Brent Calvin (co-chair)
Classified: Joanne Barkhurst, Donna Robinson, Shelli Giles, Steve LaMar (co-chair)
Faculty: Stephen Tootle, Meng Vang, David Hurst, Lisa Greer
Adjunct Faculty: Pat Twiford
District Governance Senate Co-Chair Representatives: Christine Statton (Budget), Tim Hollabaugh (Technology), Jennifer La Serna (Institutional Planning and Effectiveness), Cindy DeLain (Institutional Program Review)
Students Senate: Alex Bony, Juan Moreno
Superintendent/President: Stan Carrizosa (ex-officio)
Members Absent: Don Nikkel

I. Call to Order: Calvin called the meeting to order at 3:10 p.m.

II. Public Comment:
   1. Items not on the agenda: Tootle reported that he will be attending the COS Regatta, sponsored by the Foundation, which will be held on June 5, 2014.
   2. Items on the agenda: none

III. Approval of Minutes: Hurst moved to approve the minutes from 4/22/14; Hollabaugh seconded. Motion carried by unanimous vote.

IV. Standing Reports: See attached Standing Reports.
   a. Budget Committee:
   b. Technology Committee:
   c. Institutional Planning and Effectiveness Committee:
   d. Institutional Program Review Committee:
   e. Academic Senate:
   f. Student Senate: Bony thanked District Governance Senate for allowing him to participate as a member this past year. He thanked Carrizosa for speaking at the Student Senate year-end luncheon. Student Senate is currently prepping for graduation. The student elections recently took place, and the student transit fee increase was passed.
   g. Implementation Task Force: La Serna highlighted the task force’s recommendations to AP 2410, and the revisions to the manuals and timeline.

V. Information Items:
   1. Accreditation Update – Vice President La Serna reported that work continues with the Warning Report. The Editing Team is meeting weekly. The Master Plan Task Force continues to meet regularly, and the Master Plan will be ready for review by the end of summer. The document will be presented to the Board in January. The Master Plan Summit on May 3, 2014 was a success. The Annual Report on the Strategic Plan is in its final stages.
   2. Feedback on the Annual Report on the Strategic Plan – Calvin sent out a third draft of the Annual Report on the Strategic Plan. Hurst recommended that a statement be made that if the district objective was not addressed it should be stated in the document for clarification purposes (maybe a footnote). Schengel recommended clarifying district objective #8 (the paragraph with percentages) – needs rewording.
   3. Above Base Allocation Process Review Report – Statton reviewed the report which was distributed to all members.
   4. Base Budget Augmentation Requests (AP 3261) – Carrizosa talked about the process for base budget requests. Ranked request lists are forwarded to Senior Management from the appropriate Vice
President. He explained each budget augmentation and presented the new staffing positions to be filled.

5. **Proposed Changes to Planning Manuals (deadline 5/22)** – Calvin asked for feedback regarding changes to the planning manuals. He asked that members email their constituents for feedback and attach the link to the manuals (for evidence purposes). Calvin will send an email to everyone that can be forwarded.

6. **Review End-of-Year Assessment Survey** – Calvin had members break up into groups to review and discuss the survey results. The following comments/suggestions were discussed:
   - APs/BPs should be color-coded to indicate where it’s at in the revision process.
   - Standing Reports should not be reread during the meeting. The representative can open for questions if a written report was submitted.
   - District Governance Senate initiatives need clarification. Possibly footnote the initiatives at the bottom of the meeting agenda.

7. **BP/AP 2410 – Policy and Administrative Procedures** – Carrizosa shared the latest versions of the AP/BP 2410. He talked about Elaine Webb’s transition to a new role with the District. AP/BP revision will now be managed by the President’s Office. Carrizosa also reviewed the AP 2410 flow chart, specifically the new process of Step 3 and the 30 day review period, and the separation of 10 +1 and non 10 +1 items. Academic Senate will approve the final version of AP 2410.

8. **BP 3570 - Smoking and Use of Tobacco on District Property** – Calvin presented BP 3570 for a first read per AP 2410. BP 3570 is a non 10+1 policy. No changes were made.

VI. **Action Items**

   Tootle moved to approve the Changes to the Resource Allocation Manual as proposed by the Budget Committee; Hurst seconded. Motion carried by unanimous vote.

10. **Proposed Changes to Integrated Planning Manual (submitted by IPRC)** – Delain reviewed the proposed changes. No questions or comments were made.
    Robinson moved to approve the Changes to the Integrated Planning Manual as proposed by the IPRC; Tootle seconded. Motion carried by unanimous vote.

**Adjourned:** 4:47 p.m.