



Consultation Council / Strategic Planning Committee 2014-2015

Administration:

Dr. Marlon Hall
Dave Clausen
Dr. Tammy Robinson
Patrick Walton
Brian Murphy

Classified:

Jeff Lang
Carol Montgomery
Kim Clain

ASB

Glenn Razzano

Faculty:

Cheryl Aschenbach
Carie Camacho
Sue Mouck
Robert Schofield
Alison Somerville
Ross Stevenson

Management:

Terry Bartley
Dave Corley (ITP)
Vickie Ramsey (HRMP)
Greg Collins (FMP)

Those present indicated in bold

Guests: Colleen Baker

Minutes for September 4, 2014
3:00 pm in CD-119

Consultation Council

1. Approval of Consultation Council minutes for August 28, 2014 (Consultation)
By consensus, Consultation Council approved the minutes for August 28, 2014.
2. Review of the September 9, 2014 Governing Board agenda (Information) –
Dr. Hall highlighted the second reading of the BP 2435 – Evaluation of Superintendent/President and BP 2745 - Board Self-Evaluation, proposed change November board meeting date since the regularly scheduled meeting falls on Veteran’s Day, and a resolution in support of his proposal seeking forgiveness for the remaining repayments to the Chancellor’s Office as part of the Resolution Agreement.
3. Discussion of process for background checks for faculty and administrative positions (Consultation) – Ross Stevenson
Vickie Ramsey stated the Ross Stevenson had asked her to share with Consultation Council the outcome of the discussion between herself and Mr. Stevenson. Vickie shared the she and Ross are in agreement that that additional EEO training is needed. She requested discussion by Consultation Council. Cheryl Aschenbach indicated that it has been her experience in past that no opportunity was provided to express personal knowledge about an applicant either good or bad. Vickie stated that personal knowledge can be shared but only after scoring of applicants has occurred, in order to avoid unfair bias. Individual personal experiences can be shared, but not second hand information. Cheryl further questioned about the opportunity to have follow-up questions for one applicant that are not repeated verbatim for subsequent applicants even if not appropriate for those applicants. Vickie agreed that committee members can ask follow-up questions and repeated the need for better training. The group discussed, who are the majority of the EEO representatives and agreed that individuals on campus need to be better informed of opportunity to be trained as EEO representatives on selection committees. Carol Montgomery brought the group back to the agenda item

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and inquired as how background checks are being conducted. Vickie identified that; Human Resource personnel perform background checks following the forwarding of finalists to the appropriate administrator. It was indicated that committee members are performing "Google searches" while involved in the process. Vickie agreed that searches have been done. She indicated that following the scoring of applicants the outcome of a Google search could come up in the subsequent discussion, but again to avoid bias scoring should occur first. It was questioned whether additional individuals beyond Human Resource personnel should be involved in the background checks. It was agreed, that the Human Resource Planning Committee should revisit the selection process for possible rewrite/clarification of the selection process.

4. Chapter 3 Board Policies and Administrative Procedures (Consultation)
 - a. BP 3050 Institutional Code of Ethics and AP 3050 Institutional Code of Ethics
 - b. BP 3100 Organization Structure and AP 3100 Organization Structure
 - c. BP 3200 Accreditation and AP 3200 Accreditation
 - d. BP 3250 Institutional Planning and AP 3250 Institutional Planning
 - e. BP 3280 Grants and AP 3280 Grants
 - f. BP 3300 Public Records and AP 3300 Public Records
 - g. BP 3310 Records Retention and Destruction and AP 3310 Records Retention and Destruction
 - h. BP 3410 Nondiscrimination and AP 3410 Nondiscrimination
 - i. BP 3420 Equal Employment Opportunity and AP 3420 Equal Employment Opportunity
 - j. BP 3430 Prohibition of Harassment, AP 3430 Prohibition of Harassment, AP 3435 Discrimination and Harassment Investigations
 - k. BP 3500 Campus Safety and AP 3500 Campus Safety
 - l. BP 3505 Emergency Response Plan and AP 3505 Emergency Response Plan
 - m. BP 3510 Workplace Violence Plan and AP 3510 Workplace Violence Plan
 - n. BP 3515 Reporting of Crimes, AP 3515 Reporting of Crimes, and AP 3516 Registered Sex Offender Information
 - o. BP 3518 Child Abuse Reporting and AP 3518 Child Abuse Reporting
 - p. BP 3520 Local Law Enforcement
 - q. BP 3530 Weapons on Campus and AP 3530 Weapons on Campus
 - r. BP 3540 Sexual and Other Assaults on Campus and AP 3540 Sexual and Other Assaults on Campus
 - s. BP 3550 Drug Free Environment and Drug Prevention Program
 - t. BP 3560 Alcoholic Beverages and AP 3560 Alcoholic Beverages



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- u. BP 3570 Smoking on Campus and AP 3570 Smoking on Campus
- v. BP 3600 Auxiliary Organizations and AP 3600 Auxiliary Organizations
- w. BP 3710 Securing of Copyright and AP 3710 Securing of Copyright
- x. BP 3715 Intellectual Property and AP 3715 Intellectual Property
- y. BP 3720 Computer and Network Use, AP 3720 Computer and Network Use, and AP 3750 Use of Copyrighted Material
- z. BP 3810 Claims Against the District
- aa. BP 3820 Gifts
- bb. BP 3900 Animals on Campus
- cc. BP 3902 Speech: Time, Place and Manner

Jeff Lang expressed his concern that AP 3050- Institutional Code of Ethics implies that a person should be willing to sacrifice their personal rights for the good of the District. He suggested the need for clarifying language.

*Cheryl Aschenbach suggested that it might be time to consider combining the individual constituent group ethics statements into a single institutional ethics statement. **The group agreed to remove AP 3050- Institutional Code of Ethics in order to allow additional time for discussion by the various constituent groups.***

Dr. Hall presented the proposed changes to BP & AP 3570 – Tobacco Products and Other Nicotine Containing Products on Campus (previously Smoking on Campus) intended to provide consistency with the new city ordinance including e-cigarettes under no smoking rules. Discussion centered on whether tobacco chew and beetle nuts should also be included. The generally consensus of those present was that all such products should be included. The issue was not just health but also cleanliness. Dr. Hall agreed to further modify the to BP & AP 3570 – Tobacco Products and Other Nicotine Containing Products on Campus (previously Smoking) were pulled from the list to allow for further discussion.

Brian Murphy indicated that he had a personal concern with AP 3715 - Intellectual Property Rights. The BP and AP include no references to Title V, because intellectual property is not addressed in Title V. The BP and AP as provided by the League are based on case law. He felt that the language as presented sets up a class system. Classroom materials, which belong to faculty, are protected, but materials developed by everyone else are not protected. He was specifically concerned about the interpretation that knowledge acquired during the conduct of an individual's job was the property of the District. Brian agreed to work on revised language for BP and AP 3715 - Intellectual Property Rights.



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By consensus, Consultation Council forwarded with recommendation for approval the following board policies and accepted the following administrative procedures.

- a. BP 3100 Organization Structure and AP 3100 Organization Structure*
- b. BP 3200 Accreditation and AP 3200 Accreditation*
- c. BP 3250 Institutional Planning and AP 3250 Institutional Planning*
- d. BP 3280 Grants and AP 3280 Grants*
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- g. BP 3410 Nondiscrimination and AP 3410 Nondiscrimination*
- h. BP 3420 Equal Employment Opportunity and AP 3420 Equal Employment Opportunity*
- i. BP 3430 Prohibition of Harassment, AP 3430 Prohibition of Harassment, AP 3435 Discrimination and Harassment Investigations*
- j. BP 3500 Campus Safety and AP 3500 Campus Safety*
- k. BP 3505 Emergency Response Plan and AP 3505 Emergency Response Plan*
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- m. BP 3515 Reporting of Crimes, AP 3515 Reporting of Crimes, and AP 3516 Registered Sex Offender Information*
- n. BP 3518 Child Abuse Reporting and AP 3518 Child Abuse Reporting*
- o. BP 3520 Local Law Enforcement*
- p. BP 3530 Weapons on Campus and AP 3530 Weapons on Campus*
- q. BP 3540 Sexual and Other Assaults on Campus and AP 3540 Sexual and Other Assaults on Campus*
- r. BP 3550 Drug Free Environment and Drug Prevention Program*
- s. BP 3560 Alcoholic Beverages and AP 3560 Alcoholic Beverages*
- t. BP 3600 Auxiliary Organizations and AP 3600 Auxiliary Organizations*
- u. BP 3710 Securing of Copyright and AP 3710 Securing of Copyright*
- v. BP 3720 Computer and Network Use, AP 3720 Computer and Network Use, and AP 3750 Use of Copyrighted Material*
- w. BP 3810 Claims Against the District*
- x. BP 3820 Gifts*
- y. BP 3900 Animals on Campus*
- z. BP 3902 Speech: Time, Place and Manner*

Strategic Planning:
None

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Other:

Jeff Lang suggested that everyone look at the "Transparency California website" He was advised that the site contains old data reported after the fact. He reiterated that the site was worth visiting.

Future Meetings:

No meeting Thursday, September 11, 2014

Thursday, September 18, 2014

Future Agendas:

1. Presentation of the following 2014 NIPR Annual Updates (Information) – Patrick Walton
 - a. EOP&S/CARE
 - b. Student Life
2. Presentation of 2014 Distance Education/Correspondence NIPR (Information) – Tammy Robinson
3. Presentation of 2014 Community Services NIPR (Information) – Tammy Robinson
4. Acceptance of AP 3550– Drug Free Environment and Drug Prevention Program (Consultation) – Vickie Ramsey
5. Presentation of 2013 Welding Technology IPR (Information) - Cheryl Aschenbach
6. Presentation of 2014 Automotive Technology IPR (Information) - Cheryl Aschenbach
7. Presentation of 2014 Business IPR (Information) - Cheryl Aschenbach
8. Presentation of 2014 Athletics IPR (Information) - Cheryl Aschenbach