



President's Shared Governance Council (PSGC)

Agenda - Regular Meeting

Wednesday, January 27, 2016

3:30 p.m. / LRC Conference Room

- I. Review Regular Meeting Minutes from December 09, 2015
- II. Ellucian Revitalization Project
- III. Accreditation Update - *Stephen*
- IV. Administrative Procedures – 2nd Reading
 - a. AP 3501 – Campus Security and Access (Facilities and Grounds)
 - b. AP 7270 - Student Workers
- V. Board Policy/Administrative Procedure – 1st Reading
 - a. AP 3280 – Grants
 - b. BP/AP 3410 - Nondiscrimination
 - c. BP/AP 3510 – Workplace Violence Plan
 - d. BP 5010 – Admissions and Concurrent Enrollment
 - e. AP 5010 – Admissions
 - f. AP 5011 – Admission and Concurrent Enrollment of High School and Other Young Students
 - g. BP/AP 6340 - Contracts
- VI. All-College Agenda for February 02, 2016
- VII. Other

Purpose Statement

The PSGC is a representative body designed to assist in governance of the District. Its authority is limited by the scope of collective bargaining and by the responsibilities of the President.

Description

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President's Shared Governance Council (PSGC)

Meeting Minutes-Regular Meeting
Wednesday, January 27, 2016
3:30 p.m. / LRC Conference Room

Present: Heather Minehart, Debbie DiThomas, Lewis Goldstein, Michelle Bond, Jose Hernandez, Scott Bulkley, Kim Young, Stephen Eaton, Kyri Freeman, George Walters, Khushnur Dadabhoy, Clint Dougherty, Chris Clarke, Wendy Packer, Maureen Davis and Michelle Henderson (recorder).

Absent: Wayne Brown

Call to Order

The meeting was called to order at 3:30 p.m. by Dr. Debbie DiThomas.

Regular Meeting Minutes – December 09, 2015

Lewis Goldstein moved with a second by Jose Hernandez to approve the December 09, 2015, meeting minutes. All were in favor.

Ellucian Revitalization Project

Dr. DiThomas gave an update on the Ellucian Revitalization Project which is due to begin in March.

Accreditation Update

Stephen Eaton stated BCC's next self-evaluation is due spring 2018. A calendar/timeline for internal deadlines will be developed soon. The project will be led by the Accreditation Liaison Officer (ALO) with involvement from the IEC. There are new standards to be addressed. Scott Bulkley stated he will be attending the upcoming Accreditation Institute.

Administrative Procedures – 2nd Reading

- AP 3501 – George Walters discussed. One typo from 1st read has been corrected. Lewis Goldstein moved with a second by Jose Hernandez to approve. All were in favor.
- AP 7270 – Heather Minehart discussed changes that were recommended from 1st read. Scott Bulkley moved with a second by Jose Hernandez to approve. All were in favor.

Board Policy/Administrative Procedures – 1st Reading

- AP 3280 – George Walters stated one minor correction had been made (change President to Superintendent/President). Jose Hernandez moved with a second by Scott Bulkley to approve with only one read. All were in favor.
- BP 3410 – Clint Dougherty discussed changes and stated that CCLC language was followed. It was recommended to add the missing protected categories to the last paragraph. Jose Hernandez moved with a second by Lewis Goldstein to approve as corrected with only one read and forward to the Board for approval. All were in favor.
- AP 3410 – Clint Dougherty discussed the changes which have been reviewed by the EEO & Diversity Committee. Additional recommended changes are: 1) switch "opportunity" and "employment in the last paragraph. Sentence to read "..... outlined in the Districts Equal Employment Opportunity and....." 2) add an apostrophe to Districts in the last paragraph. 3) add military status to the first paragraph and 4) add Ethnicity and Pregnancy to the first paragraph under Employment. Lewis Goldstein moved with a second by Kim Young to approve with one read with the noted corrections. All were in favor.

- BP 3510 – George Walters discussed changes. Language follows CCLC template. Superintendent needs to be added to the second paragraph. Kim Young moved with a second by Jose Hernandez to approve with only 1 read as corrected. All were in favor.
- AP 3510 – George Walters discussed changes. Language follows CCLC template. Superintendent needs to be added to bulleted list. Scott Bulkley moved with a second by Jose Hernandez to approve with one read with the noted correction. All were in favor.
- BP 5010 – Heather Minehart discussed the changes. Language follows CCLC template. Add Superintendent to the 3rd paragraph. Jose Hernandez moved with a second by Kyri Freeman to accept with one read with the noted correction. All were in favor.
- AP 5010 – Heather Minehart stated the revisions are due to regulatory changes and to bring language in line with CCLC. It was recommended to change “Schedule of Classes” in the opening paragraph to the appropriate location online. Lewis Goldstein moved with a second by Jose Hernandez to accept with one read with the noted correction. All were in favor.
- AP 5011 – Heather Minehart discussed the changes to the concurrent enrollment process. It was recommended to remove “sealed envelope” from bulleted list. There was discussion whether or not faculty approval lies at the student or course level. All were encouraged to review this AP further, discussing it with the constituent groups and providing feedback at next month’s PSGC meeting. Michelle Bond moved with a second by Jose Hernandez to approve as a 1st read bringing this item back next month for a 2nd read. All were in favor.
- BP 6340 – Maureen Davis discussed the minor changes. Jose Hernandez moved with a second by Lewis Goldstein to approve with one read only. All were in favor.
- AP 6340 – Maureen Davis discussed the changes. Language has been taken from Public Works Code. It was recommended to add “including but not limited to” in the paragraph defining “Best Value.” Michelle Bond moved with a second by Lewis Goldstein to approve as a 1st read bringing this item back next month for a 2nd read. All were in favor.

All College Agenda for February 2016

- Accreditation timeline
- Ellucian Project Update
- Financial Aid Presentation of CashCourse
- Cosmetology Department – Stump the Chump
- Library Update
- Strategic Plan
- Viking Alert/WeTip will be moved to March 2016
- Faculty & CSEA were asked to bring ideas back to next PSGC meeting.

Other

N/A

Adjourned

Meeting adjourned at 4:58 p.m.



President's Shared Governance Council (PSGC)

Agenda - Regular Meeting

Wednesday, February 24, 2016

3:30 p.m. / LRC Conference Room

- I. Review Regular Meeting Minutes from January 27, 2016
- II. Strategic Planning
- III. BAP Process & Timeline
- IV. Board Policy / Administrative Procedures – 2nd Reading
 - a. AP 6340 – Contracts
 - b. AP 5011 - Admission and Concurrent Enrollment of High School and Other Young Students
- V. All-College Agenda for March 01, 2016
- VI. Other

Purpose Statement

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Description

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President's Shared Governance Council (PSGC)

Meeting Minutes-Regular Meeting
Wednesday, February 24, 2016
3:30 p.m. / LRC Conference Room

Present: Chris Clarke, Lewis Goldstein, Scott Bulkley, Kyri Freeman, George Walters, Stephen Eaton, Michelle Bond, Barbara Rose, Clint Dougherty, Heather Minehart, Debbie DiThomas, Kim Young, Khushnur Dadabhoy, Maureen Davis (guest) and Michelle Henderson (recorder).

Absent: Wayne Brown

Call to Order

The meeting was called to order at 3:30 p.m. by Dr. Debbie DiThomas.

Regular Meeting Minutes – January 27, 2016

Heather Minehart moved with a second by Michelle Bond to approve the January 27, 2016, meeting minutes. All were in favor. The motion carried.

Strategic Planning

Stephen Eaton stated an annual update regarding the progress of our Strategic Plan will be developed and will go through the shared governance process. As we move forward, committees will continue to evaluate the appropriateness and value of the goals assigned to each priority and revise them as necessary. The annual updates will include the justification for any changes.

BAP Process and Timeline

George Walters stated that the BAPs are currently with the IEC. Dialogue is taking place at various committees to explore new ways of improving the efficiency of the BAP process (continuous quality improvement). The two areas where gaps in the current process have been identified are campus-wide communication and institutional prioritization. There was group discussion regarding the BAP ranking process & timeline. The following suggestions for improvement were made 1) Business & Finance Committee to receive the BAPs at the same time as the IEC, 2) Each area of the college should rank their own BAPs prior to submission, and 3) VP's to more thoroughly screen & proof their area BAP's prior to submission. There was also discussion regarding the process to approve new positions and all of the financial & logistical planning that should take place during the approval process (i.e. space, resources and equipment). These conversations will continue at future meetings. Everyone is encouraged to have these discussions with their constituents and bring back any input to the group.

Board Policy / Administrative Procedures – 2nd Reading

- AP 6340 Contracts – Maureen Davis discussed the revisions from the 1st reading and stated one additional change regarding emergency contracts is also being made. It was noted that the words “any project” should be removed from the “Unlawful to Split Bids” paragraph. Heather Minehart moved with a second by Lewis Goldstein to approve as a second reading with the changes above. All were in favor. The motion carried.
- AP 5011 Admission and Concurrent Enrollment of High School and Other Young Students – Heather Minehart stated that she had not received any requests for additional changes after the February 22nd revisions were emailed to the group for their review. Heather confirmed that concurrent enrollment students can register during open registration. Scott Bulkley moved with

a second by Lewis Goldstein to approve as a second reading. All were in favor. The motion carried.

All College Agenda for March 01, 2016

- Mike in IT regarding spam (20-25 min)
- Stump the Chump – M&O (George to contact)
- Strategic Planning / BAP / IEC Update (Stephen)
- Academic Affairs & Tutorial
- Scholarships
- Scene from Wizard of Oz (Stephen to talk to Amy)
- Athletes / Student Clubs (Chris)
- Possible ideas for the future include:
 - Canvas Demonstration (poss April or May)
 - Lewis Goldstein & Curious Case of Chronic Mistaken Identity (possible April)
 - Bev Ranney & Dennis Conrad (sometime in spring)
 - Kyri Freeman & Library update

Other

N/A

Adjourned

Meeting adjourned at 4:41 p.m.



President's Shared Governance Council (PSGC)

Agenda - Regular Meeting

Wednesday, March 30, 2016

3:30 p.m. / LRC Conference Room

1. Approve Regular Meeting Minutes from February 24, 2016
2. Board Policy/Administrative Procedure – 1st Read
 - a. BP 7120 – Recruitment and Hiring - *Clint*
 - b. AP 7120 – Recruitment and Hiring - *Clint*
3. Professional Development Plan – 1st Read – *Clint*
4. All College Agenda for April 05, 2016
5. Other

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President's Shared Governance Council (PSGC)

Meeting Minutes-Regular Meeting
Wednesday, March 30, 2016
3:30 p.m. / LRC Conference Room

Present: Heather Minehart, Michelle Bond, Lisa Holmes, Kyri Freeman, Jose Hernandez, Scott Bulkley, Lewis Goldstein, Kim Young, George Walters, Khushnur Dadabhoy, Clint Dougherty and Michelle Henderson (recorder).

Absent: Chris Clarke, Wayne Brown, Eduardo Rodriguez, Debbie DiThomas, Stephen Eaton

Call to Order

The meeting was called to order at 3:30 p.m. by George Walters.

Regular Meeting Minutes – February 24, 2016

Heather Minehart moved with a second by Scott Bulkley to approve the February 24, 2016, meeting minutes. All were in favor. The motion carried.

Board Policy / Administrative Procedures – 1st Read

BP 7120 – Clint Dougherty stated the EEO Committee prepared the revisions in conjunction with the EEO Plan. These revisions meet the criteria for additional state funding that may be available. Motion by Heather Minehart with a second by Lewis Goldstein to accept as a first reading. All were in favor. The motion carried.

AP 7120 – Clint Dougherty stated the EEO Committee prepared the revisions in conjunction with the EEO Plan. Constituent groups are encouraged to review the procedure and send recommendations to Clint. It was recommended to add a BCFA rep to the committee membership for Educational Administrator and to remove “optional” for the classified staff member. It was also recommended to add “as determined by the Academic Senate” to #5 of the screening process steps (p.10). The group also discussed reimbursement of travel expenses and preferred to allow some reimbursement for travel related to the 1st level interview. This procedure will be forwarded to the Academic Senate for a 1st & 2nd read. Heather Minehart moved with a second by Lewis Goldstein to accept as a first reading. All were in favor. The motion carried.

Professional Development Plan – 1st Read

Clint Dougherty stated the changes are not a complete re-write but rather a revision with some content added. All should review and send recommendations to Clint. Scott Bulkley will forward to the Academic Senate. Heather Minehart moved with a second by Jose Hernandez to approve as a first reading. All were in favor.

All College Agenda for April 05, 2016

1) Educational & Facilities Master Plans, 2) Library Update – Kyri Freeman, 3) Bev Ranney & Dennis Conrad re: equity presentation

Other

N/A

Adjourned

Meeting adjourned at 4:55 p.m.



President's Shared Governance Council (PSGC)

Agenda - Regular Meeting

Wednesday, April 27, 2016

3:30 p.m. / LRC Conference Room

1. Approve Regular Meeting Minutes from March 30, 2016
2. Education & Facilities Master Plan – *Dr. Fred Trapp*
3. BP/AP Revision Process – League Templates – *Dr. DiThomas*
4. Emergency Response Plan – *Rick Hernandez*
5. Professional Development Plan – *Clint Dougherty*
6. Board Policy/Administrative Procedure – 1st Read
 - a. BP 4020 – Program and Curriculum Development – *Stephen Eaton*
 - b. AP 3720 – Computer and Network Use – *Morgan Bohnsack*
 - c. AP 5075 – Course Adds and Drops – *Stephen Eaton*
7. Board Policy/Administrative Procedure – 2nd Read
 - a. BP 7120 – Recruitment and Hiring – *Clint Dougherty*
 - b. AP 7120 – Recruitment and Hiring – *Clint Dougherty*
8. Graduation Update
9. All College Agenda for May 03, 2016
10. Other

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President's Shared Governance Council (PSGC)

Meeting Minutes-Regular Meeting
Wednesday, April 27, 2016
3:30 p.m. / LRC Conference Room

Present: Kyri Freeman, Scott Bulkley, Morgan Bohnsack, Rick Hernandez (sub), Debbie DiThomas, Fred Trapp, Stephen Eaton, George Walters, Clint Dougherty, Chris Clarke, Lewis Goldstein, Lisa Holmes (sub) and Michelle Henderson (recorder).

Absent: Michelle Bond, Jose Hernandez, Heather Minehart, Kim Young, Wayne Brown, Eduardo Rodriguez, Khushnur Dadabhoy

Call to Order

The meeting was called to order at 3:34 p.m. by Debbie DiThomas

Regular Meeting Minutes – March 30, 2016

Scott Bulkley moved with a second by Lewis Goldstein to approve the March 30, 2016, meeting minutes. All were in favor. The motion carried.

Education & Facilities Master Plan

Dr. Fred Trapp updated the committee on the Education & Facilities Master Plan process. Interviews have taken place and input will be received through to the Fall term. He reviewed the outline with the group and stated the rough drafts versions of the chapters will be posted to the web.

BP & AP Revision Process

The Community College League of California sends Policy and Procedure updates twice a year to BCC. Updates range from simple corrections of typos or legal reference updates to major language revisions. Some revisions are advised as "good practice" and others are legally required. It was suggested that our own internal BP/AP revision procedure be modified as follows to accommodate processing the legal updates from the League:

- Simple Changes (i.e. correcting typos or updating legal references) – Corrections will be made in the President's office (bypassing the governance process) and then will go straight to the Board (AP's as info items and BP's for 1st & 2nd read).
- Minor Revisions (i.e. legally mandated language revisions) – Follows governance process and may only require one (1) read at PSGC before being sent to the Board.
- Major Revisions – Follows governance process and usually requires two readings at PSGC before being sent to the Board.

Lewis Goldstein moved with a second by Chris Clarke to approve the suggested revision to our internal BP/AP revision procedure for processing legal updates from the League.

Emergency Response Plan

Rick Hernandez reviewed the plan with the committee. He stated it had been developed with the Safety Committee with consultation by the Barstow Fire Department. Everyone was asked to take the draft back to their constituent groups for review and forward any revisions/recommendations to George. Kyri Freeman moved with a second by Chris Clarke to approve the Emergency Response Plan as a 1st Read. All were in favor.

Professional Development Plan – 2nd Read

Clint Dougherty stated feedback had been received from the Academic Senate and the recommendations/changes had been incorporated. The plan will now be sent to the Board as an information item. Scott Bulkley moved with a second by Lewis Goldstein to final approval of the Professional Development Plan as a second read. All were in favor.

Board Policy / Administrative Procedures – 1st Read

BP 4020 – Stephen Eaton discussed the changes. One minor change was made. Scott Bulkley moved with a second by Lewis Goldstein to accept as a final read and forward to the Board. All were in favor.

AP 3720 – Morgan Bohnsack discussed the changes. He stated the changes had been drafted by IT staff and the Technology Committee. It was suggested to move the glossary of terms to the beginning and to define “pornography.” This AP will then be sent to the Academic Senate. Kyri Freeman moved with a second by Lewis Goldstein to accept as a first read. All were in favor.

AP 5075 – Stephen Eaton discussed the changes. He stated the changes had been reviewed at Enrollment Management. These revisions are in response to a resolution from the Academic Senate with regards to dates for adding and dropping classes. These revisions will be forwarded to the Academic Senate. Scott Bulkley moved with a second by Lewis Goldstein to accept as a first read. All were in favor.

Board Policy/Administrative Procedure – 2nd Read

BP 7120 – Clint Dougherty stated this BP is ready for a second reading. Scott Bulkley moved with a second by Lewis Goldstein to approve as a second read and forward to the Board. All were in favor.

AP 7120 - Clint Dougherty stated approval from the Academic Senate is still pending. Kyri Freeman moved with a second by Lewis Goldstein to approve AP 7120 with revisions and pending Academic Senate approval. Voting completed via email (May 6-12, 2016) and the voting results were: Yes = 8, No = 0, Abstain = 0, Response not received = 2. The motion carried.

Graduation Update

The commencement program will begin at 3:00 p.m.

All College Agenda for May 03, 2016

Bev Ranney and Dennis Conrad (50 min)

Leadership Class presentation (10 min)

Other

1. Atomic Jazz program, Thursday, April 28, 2016, at 7pm in the PAC
2. Jupiter viewing, Thursday, April 28, 2016, at 8:00 p.m. in the Observatory

Adjourned

Meeting adjourned at 5:07 p.m.



President's Shared Governance Council (PSGC)

Agenda - Regular Meeting

Wednesday, August 26, 2015

3:30 p.m. / LRC Conference Room

- I. Review Regular Meeting Minutes from April 29, 2015
- II. Review Special Meeting Minutes from May 13, 2015
- III. Strategic Priorities
- IV. Survey Results – President's Shared Governance Council
- V. BP/AP Revisions – 1st Reading
 - a. BP 6900 - Bookstore
 - b. BP 6700 – Use of District Facilities
 - c. AP 6700 – Civic Center and Other Facilities Use
- VI. BAP Process (George & Stephen)
- VII. Job Description - Student Success and Equity Coordinator (Clint)
- VIII. Emergency Plan/Active Shooter – October All-College (Clint)
- IX. All-College Agenda for September 01, 2015
- X. Other

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President's Shared Governance Council (PSGC)

Meeting Minutes-Regular Meeting

Wednesday, August 26, 2015

3:30 p.m. / LRC Conference Room

Present: Michelle Bond, Nancy Olson, Barbara Rose, Scott Bulkley, Kyri Freeman, Lewis Goldstein, Heather Minehart, Kim Young, Nathan Cullum, Khushnur Dadabhoy, Debbie DiThomas, Clint Dougherty, Stephen Eaton, George Walters, Rick Hernandez and Michelle Henderson (recorder)

Absent: Chris Clarke, Wayne Brown

Call to Order

The meeting was called to order at 3:30 p.m. by Dr. Debbie DiThomas.

Welcome & Introductions

Dr. DiThomas welcomed everyone to the first meeting of the 15-16 year and introductions were made by all.

Regular Meeting Minutes – April 29, 2015

Heather Minehart moved with a second by Nancy Olson to approve the April 29, 2015, meeting minutes. All were in favor. Barbara Rose abstained from the vote.

Special Meeting Minutes – May 13, 2015

Scott Bulkley moved with a second by Barbara Rose to approve the May 13, 2015, meeting minutes with the following changes: 1) Change meeting time to 10:30 a.m. and 2) change Madelynn Mitchell from absent to present. All were in favor.

Strategic Priorities

The IEC recently finished reviewing the results and finalizing the phrasing of the Strategic Priorities from the Strategic Priority Planning Session and has now forwarded the Priorities and information gathered from the planning session to the various committees/committee chairs. The committees will now work on drafting goals and action plans (for the priorities that have been assigned to them). The completed goals and action plans will be forwarded back to the IEC to be compiled and finalized before being forwarded to the PSGC and then the Board of Trustees.

Survey Results

The group discussed results of the PSGC evaluation survey taken in spring 2015. Only 10 out of 16 committee members responded to the survey. The survey is completed electronically via email notification. The IEC discussed the need for possible survey notification from two sources (Director of Research and the Committee Chair). Question #7 regarding making data driven decisions could possibly be reworded to include "as needed." Question #11 regarding feeling free to discuss issues openly and honestly and Question #12 regarding putting aside personal agendas both scored low on the survey results. The committee discussed that differing points of view among committee members are to be expected and the meeting environment should remain professional. Remember BCC's Core Values (be respectful). We can't allow this to impede the progress of the committee. This survey will be used to compare with the survey that will be taken in spring 2016.

BP/AP Revisions – 1st Reading

BP 6900 – Bookstore: George Walters stated the changes reflect the outsourcing of the Bookstore and match with CCLC recommended language. Heather Minehart moved with a second by Nancy Olson to forward BP 6900 to the Board without a second reading by PSGC. All were in favor.

BP 6700 – Use of District Facilities: George Walters discussed the changes and stated that CCLC language was used. Ed Code and the Civic Center Act were also followed. It was noted that the first line should be changed to “Superintendent/President” and to remove “and” from “and equipment and supplies.” The BP will be brought back for a second reading.

AP 6700 – Civic Center and Other Facilities Use: George Walters discussed the changes. CCLC language was used as well as sample language from other colleges. This AP will be brought back for a second reading.

BAP Process

George and Stephen stated that improvements/changes to the BAP process were made with regards to timelines, feedback and communication based on the outcomes of BAPs that were submitted this past year. Improvements/changes will continue as areas/needs are identified. Dialogue and feedback at all levels is critical.

Job Description – Student Success and Equity Coordinator

Clint Dougherty reviewed the job description for this new classification (position) titled Student Success and Equity Coordinator.

Emergency Plan / Active Shooter

Barstow PD will present on emergency preparedness at the October All-College meeting. An emergency drill is scheduled to take place at 10:00 a.m. on Thursday, November 5, 2015. A debrief will be conducted after the drill. More specific information will follow at a later date. Everyone is encouraged to sign up for Viking Alert (the College’s alert system).

All College Agenda for September 01, 2015

1. Introduction of new employees
2. Welcome back
3. Constituent group leaders
4. Kyri Freeman re: new computer system
5. Bookstore
6. Demo of Viking Alert
7. Introduction of Leadership Academy participants for 15-16

Other

N/A

Adjourn

Meeting adjourned at 4:58 p.m.



President's Shared Governance Council (PSGC)

Agenda - Regular Meeting

Wednesday, September 30, 2015

3:30 p.m. / LRC Conference Room

- I. Review Regular Meeting Minutes from August 26, 2015
- II. IEPI Visit, Monday, October 5, 2015, 12:00-1:00 p.m., Black Box Theater
- III. Student Success Report
- IV. PSGC Meeting Dates – November 18th and December 2nd
- V. BP/AP Revisions – 1st Reading
 - a. AP 7370 – Political Activity
- VI. BP/AP Revisions – 2nd Reading
 - a. BP 6700 – Use of District Facilities
 - b. AP 6700 – Civic Center and Other Facilities Use
- VII. All-College Agenda for October 06, 2015
 - a. Barstow PD Presentation: Active Shooter Drill Preparation (20 min)
- VIII. Other

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Present: Nancy Olson, Barbara Rose, Wendy Packer, Scott Bulkley, Kyri Freeman, Lewis Goldstein, Chris Clarke, Heather Minehart, Kim Young, Wayne Brown Jr, Nathan Cullum, Dr. Debbie DiThomas, Clint Dougherty, Stephen Eaton, George Walters and Michelle Henderson (recorder)

Absent: Michelle Bond, Dr. Khushnur Dadabhoy

Call to Order

The meeting was called to order at 3:30 p.m. by Dr. Debbie DiThomas.

Regular Meeting Minutes – August 26, 2015

Heather Minehart moved with a second by Scott Bulkley to approve the August 26, 2015, meeting minutes with one correction (remove the word “the” from the special May 13, 2015, meeting minutes). All were in favor.

IEPI Visit

On October 05, 2015, the IEPI team will visit BCC for a 3rd time. At the conclusion of their visit they will report out to the entire campus regarding their recommendations. The application for the grant has been submitted and the funding is pending.

Student Success Report (Student Success Support Plan)

Kim Young showed a PowerPoint presentation that highlighted the Student Success Support Plan (SSSP). The document has had comprehensive input campus-wide. Recent Legislative changes have impacted tight timelines and last minute changes. Notify Kim Young via email by 5:00 p.m. on October 6th if you have any questions.

PSGC Meeting Dates – November 18th and December 2nd

The November PSGC meeting has been moved from November 25 to November 18 and an additional PSGC meeting has been added on December 2 in order to meet the deadlines for sending the Strategic Plan to the Board in December for approval. Committee members are encouraged to send a sub in their place if they are not able to attend the meetings above.

BP/AP Revisions – 1st Reading

AP 7370 – Clint Dougherty stated the AP is being presented for review. There are no recommended changes. Heather Minehart moved with a second by Lewis Goldstein to accept the review of AP 7370 without a second reading. All were in favor.

BP/AP Revisions – 2nd Reading

BP 6700 – George Walters stated that the recommended changes from the first reading have been made and CCLC language was followed. Heather Minehart moved with a second by Kyri Freeman to accept BP 6700 and move forward to the Board. All were in favor.

AP 6700 – George Walters stated that no comments were received after the first reading and that CCLC language as well as sample language from other colleges was used. Several changes were recommended. George Walters will make the changes and send a corrected copy to committee members.

All College Agenda for October 06, 2015

- Presentation by Barstow PD regarding emergency preparedness
- Wellness Center Grand Opening, October 22, 2015, 4:30 p.m.
- Lights and Learning, December 01, 2015, in the gym
- A Very Electric Christmas, December 05, 2015, in the PAC
- Student Success Report & Redefinition

Other

Stephen Eaton gave an update regarding 1) a recent Institutional Effectiveness workshop attended by a group of faculty and 2) Canvas - a new online platform the District is considering.

Adjourn

Meeting adjourned at 4:58 p.m.



President's Shared Governance Council (PSGC)

Agenda - Regular Meeting

Wednesday, October 28, 2015

3:30 p.m. / LRC Conference Room

- I. Review Regular Meeting Minutes from September 30, 2015
- II. Wellness Center Employee Usage – *Thomas Armstrong*
- III. IEPI Visit Update – *Information Item*
- IV. High Desert Teacher Preparation – *Information Item*
- V. All-College Agenda for November 03, 2015
- VI. Other

Purpose Statement

The PSGC is a representative body designed to assist in governance of the District. Its authority is limited by the scope of collective bargaining and by the responsibilities of the President.

Description

The PSGC is the voting body charged with promoting coordination among committees (their charge, composition, and responsibilities); for ensuring that policies and procedures are considered and reviewed. The PSGC through collaborative dialogue guides the goals, objectives and action plans of committees and departments through the Strategic Planning Process.

The Participatory Governance Handbook is available at the following locations:

- I-Drive: <I:\Presidents Office\Participatory Governance\Participatory Governance Handbook.2014.07.16.BOT.Approved.pdf>
- BoardDocs: <http://www.boarddocs.com/ca/bccd/Board.nsf/Public>



President's Shared Governance Council (PSGC)

Meeting Minutes-Regular Meeting
Wednesday, October 28, 2015
3:30 p.m. / LRC Conference Room

Present: Nancy Olson, Barbara Rose, Michelle Bond, Scott Bulkley, Lewis Goldstein, Chris Clarke, Heather Minehart, Kim Young, Dr. Debbie DiThomas, Dr. Khushnur Dadabhoy, Thomas Armstrong and Michelle Henderson (recorder)

Absent: Kyri Freeman, Wayne Brown Jr, Nathan Cullum, Clint Dougherty, Stephen Eaton, George Walters

Call to Order

The meeting was called to order at 3:30 p.m. by Dr. Debbie DiThomas.

Regular Meeting Minutes – September 30, 2015

Heather Minehart moved with a second by Scott Bulkley to approve the September 30, 2015, meeting minutes with one correction (change SS Report to Student Success Support Plan). All were in favor as corrected.

Wellness Center Employee Usage

Thomas Armstrong discussed employee (regular staff, faculty and administration) use of the Wellness Center. All employees will be required to sign a release of liability and participate in an orientation prior to using the facility. Full-time PE faculty were instrumental in developing the orientation. The facility will be available only during set hours. Building keys will not be distributed. A survey will be done in the near future to determine times of future availability based on employee interest and taking class schedules into consideration.

IEPI Visit Update

The IEPI Grant funding has been received. BCC is in the process of coordinating with two consultants regarding data integrity and enrollment management.

High Desert Teacher Preparation

BCC is currently in collaboration with local K12 schools and Cal State San Bernardino to develop a program that will allow local paraprofessionals to complete their education here in the high Desert. Articulation and local program development in liberal studies is underway.

All College Agenda for November 03, 2015

- Presentation on Emotional Intelligence by Stephen Eaton
- Possible future topics include a faculty presentation on Student Success by Rudy, Beverly & Denise

Other

Upcoming events include the Art Show opening on November 4, Parfumerie beginning November 13, Lights & Learning on December 2, and Electric Christmas on December 5.

Adjourn

Meeting adjourned at 4:05 p.m.



President's Shared Governance Council (PSGC)

Agenda - Regular Meeting

Wednesday, December 09, 2015

3:30 p.m. / LRC Conference Room

- I. Review Regular Meeting Minutes from October 28, 2015
- II. Student Equity Plan & Budget
- III. Safety Committee (Handbook Info & Process)
- IV. EEO and Staff Diversity Plan
- V. Administrative Procedures – 1st Reading
 - a. AP 3501 – Campus Security and Access (Facilities and Grounds)
 - b. AP 3560 – Alcoholic Beverages
 - c. AP 7270 - Student Workers
- VI. Administrative Procedures – 3rd Reading
 - a. AP 6700 – Civic Center and Other Facilities Use
- VII. All-College Agenda for January 12, 2016
- VIII. Other

Purpose Statement

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President's Shared Governance Council (PSGC)

Meeting Minutes-Regular Meeting
Wednesday, December 09, 2015
3:30 p.m. / LRC Conference Room

Present: Nancy Olson, Michelle Bond, Scott Bulkley, Kyri Freeman, Lewis Goldstein, Chris Clarke, Heather Minehart (recorder), Kim Young, Wayne Brown, Dr. Debbie DiThomas, Dr. Khushnur Dadabhoy, Clint Dougherty, Stephen Eaton, George Walters, Wendy Packer, Lisa Holmes

Absent: Barbara Rose, Nathan Cullum

Call to Order

The meeting was called to order at 3:30 p.m. by Dr. Debbie DiThomas.

Regular Meeting Minutes – October 28, 2015

Chris Clarke moved with a second by Heather Minehart to approve the October 28, 2015, meeting minutes. All were in favor.

Student Equity Plan and Budget

Kim Young shared a PowerPoint presentation. There was discussion regarding salaries and impact on the 50% law. The following language changes were requested by Scott Bulkley: page 17 (faculty unaware...) and page 44 (faculty appear to find no value in the early alert system...). Kim will make changes prior to the Academic Senate meeting on December 10.

Safety Committee

George Walters discussed the changes to the handbook. Lewis Goldstein moved with a second by Chris Clarke. All were in favor.

EEO and Staff Diversity Plan

Clint Dougherty discussed the plan. There was discussion regarding hiring requirements and adding information to the plan to ensure that hiring committees are diversified. The plan will go to the Academic Senate in January.

Administrative Procedures – 1st Reading

- AP 3501 – George discussed changes. Scott Bulkley moved with a second by Kim Young to accept as a 1st reading and bring back for a 2nd. All were in favor.
- AP 3560 – George discussed changes. Michelle Bond moved with a second by Wayne Brown to accept as a 1st reading and forward to the Board. All were in favor.
- AP 7270 – Wendy Packer discussed changes. Modifications to be made, including changing wording regarding lunch break that 30 minutes is the minimum time. This AP will be brought back in January for a 2nd reading.

Administrative Procedure – 3rd Reading

- AP 6700 – George confirmed changes had been made. All agreed to accept the revisions and forward to the Board.

All College Agenda for January 2016

- Student Success Redefined
- Viking Alert/WeTip/See Something-Say Something
- Financial Aid will present on CashCourse at February All College

Other

N/A