The meeting was called to order at 3:02 p.m.

1. **Review of December 12, 2012, Meeting Notes**

   Number 3: ITAC Update - revise fourth sentence to include omitted “the.” Number 6: Campus Equity and Diversity Committee - revise end of first sentence to include “by PAC.” Number 7: Proposed New Committees - remove “considerable” from third sentence, revise fourth sentence to include, “…the process of accreditation review ongoing.”

   Approved with corrections.

2. **Budget Committee Update**

   No update presented.

3. **ITAC Update**

   No update presented.

4. **Facilities Advisory Committee Update**

   Gary Nellesen reported that the Facilities Advisory Committee met yesterday. They discussed the upcoming request for proposals for architectural services for three major projects—the Business Computer Technology building, the parking structure, and the Athletics complex. Gary stated that the planning efforts of these three projects are far enough along to request proposals from architects. He also explained that the architect fee proposals are for a percentage of the project value, not of specific plans. They also discussed a program for owner-controlled insurance, which is insurance purchased by the employer rather than contractors for construction purposes. There will be discussion of the scope of Measure RR work at the March 2nd Board Study Session.
5. **IEC Update**

No update given.

6. **BP 3515 - Reporting of Crimes**

This BP was presented for second reading.

Motion, seconded, and carried. This BP will be presented to the Board for adoption.

7. **AP 3450 - Accessibility of Audiovisual Media - Captioning (NEW)**

This AP was presented for information only. This AP will be presented to the Board for information only.

8. **AP 4103 - Work Experience**

This BP was presented for first reading. It was determined this was an academic matter and will be directed to AMAC.

9. **AP 6700 - Campus Events and Use of Campus Facilities**

This AP was presented for first reading. A copy of Ed Code 82542 was provided by a Council member. It was noted that subsection (a) states that the college may exempt fund-raising for the welfare of the students of the District. There was much discussion on this AP; what groups fall into what categories, and there was concern that charging the community for use of facilities is not good for the campus. There was a question as to whether a group charges a fee to cover lunch and, does that fall under No. 6, “District Income-Generating Event to Cover Direct Costs”? Dr. Scroggins will address that issue in the Procedure. The Procedure does allow the College to reduce or eliminate the cost.

Motion, seconded, and carried. This AP will be brought back to the next meeting for a second reading, with the clarification.

10. **AP 7122 - Recruitment and Hiring: Management Employees**

This AP was presented for information only. One of the recommendations to Dr. Scroggins was to retain the requirement for letters of recommendation; this has been agreed to and language included. Another recommendation was to include a screening committee in subsection H; the added language allows the College President to select a screening committee of his choice when conducting a search of an interim external candidate. Lastly, the CSEA groups previously requested two classified employees on all management screening committees; added language allows the President to appoint a second classified employee so that both groups are represented, if it is determined both groups have an interest. There was much discussion that this process would benefit and be more equal with two classified members from the same unit. It was
commented that SB235 requires equal representation on governance committees, but clarified that hiring committees are not a shared governance committee. This AP will be presented to the Board for information only.

Future Agenda items:

- Strategic Planning (January 23, 2013)
- Mission Statement Task Force (January 23, 2013)
- Log of BPs/Aps and QuickR (February 13, 2013)
- Campus Equity and Diversity Committee Purpose & Function Statement (February 13, 2013)
- Public Safety Officers Carrying Revolvers

The meeting adjourned at 4:10 p.m.

FUTURE MEETINGS:  
January 23, 2013  
February 13, 2013  
February 27, 2013

Typically, meetings are held on the second and fourth Wednesdays of each month, 3:00-4:30 p.m., in the Administration Building, Room 2440.