The meeting was called to order at 3:04 p.m.

Guests: Nora Azzawi filling in for Karina Maureira and Mark DiMaggio

1. **Review of January 8, 2014, Meeting Notes**

   Approved, as written.

2. **Update on Campus Smoking Policy**

   Mark DiMaggio reported that the Policy has been in effect for 9-10 months. To phase this Policy in, only warnings were given during the first four months and 62 warnings were issued. To date, there have been 24 citations written. Mark has met with Union representatives and CB to work on continuing the advertisement of the Policy. They thought it would be beneficial to conduct student surveys and have Associated Students assist to ensure that the Policy is well announced. Mark stated that they also discussed contacting some smoking companies to see what grant funds may be available. Mark also stated that Public Safety needs support from the campus community. Many times Public Safety is called for students who are smoking outside of the designated smoking area, but by the time they get there, the student violating the Policy is gone. Mark discussed that students may not have enough time to walk to the smoking area during classroom breaks and discussed possibly looking at other areas to add designated smoking areas in. Lance sent an e-mail out to faculty asking them to let students know that, while on break, there are places to smoke and to let students know where those are located. Mark also discussed a switch to “community oriented policing” which requires officers to get out of their patrol cars and be proactive in their observations, and in finding people smoking. The belief is that it will take 1 to 2 years to get the word out that we have a new Policy. Mark also discussed the current
issues with smokeless cigarettes. Mark and Karen met with the Student Trustee and they feel it’s going to be another major issue. They are looking at how surrounding areas are handling the issue. L.A. County is looking at enforcement of e-cigarettes. There were comments from faculty that enforcement of the smoking policy is not as substantial as they would like. Mark notes that he doesn’t have enough officers to police every part of this campus. Another comment was that there is a lack of signage—they don’t feel it’s a clear, uniform message. Lance notes there was a question about a smoking cessation program. He says they would like to see if we can have a campaign similar as City of Hope.

3. Spring Expanded PAC Meeting

This item will stay on the Agenda for discussion. Expanded PAC sets the overall Strategic Plan for the College, which had substantial changes that were discussed at the Fall meeting. The goal was to schedule the Spring Expanded PAC at a time when we had recommendations from Academic Senate and other groups of the recommended changes. Dan Smith will provide updates of the discussion in Academic Senate. Bill stated he would like to move the Strategic Plan forward at the Spring Expanded PAC.

4. BP 2716 - Political Activity

This BP was presented for first reading. This is a change recommended by the CCLC. The laws with respect to the use of District resources for bond measures are strict and to add this would allow the use of district resources for the effects of bond issues, but not on the actual bond election itself. Motion, seconded, and carried. This BP will be presented for second reading at the next meeting.

5. BP and AP 3410 - Nondiscrimination

This BP and AP were presented for first reading. These are changes recommended by the CCLC. The regulations and guidelines that constitute the protection of pregnancy is still in the process. There was some discussion on pregnancy being considered a disability vs. a protected status. There was discussion as to whether this constitutes someone being pregnant or someone who wanted to get pregnant in the future. According to the new Title V regulations on equal opportunities, any decisions that are made within the scope of the hiring process has to be with the criteria of being job-related. It was agreed to add the two added classes to the last paragraph. Motion, seconded, and carried, as revised. This BP and AP will be presented for second reading at the next meeting.

6. BP 7340 - Leaves

This BP was presented for first reading. These are changes recommended by the CCLC. This is a recent change in the law that necessitates this change. It was recommended to put the
references at the top, instead of in the body of the AP, but Dr. Scroggins noted that to help with location the citations, periodically, we cite the specific code section. It was recommended to cross-check the range of citations, as they appear incorrect. Motion, seconded, and carried. This BP will be presented for second reading at the next meeting.

7. **AP 3500 – Campus Safety**

   This AP was presented for first reading. These are changes recommended by the CCLC. Who is going to develop the safety plan handbook or brochure? Dr. Scroggins stated it would be the Health and Safety Committee. There was some question about moving from a campus safety to a police department, whether there would be any licensing requirements for employees. We are a licensed police department, which allows us to offer POST training. Only three senior management officers are qualified to carry weapons and we have a policy that states when those individuals will be armed. There is an internal policy on when this would occur. Add internal policy to future PAC Agenda as an information item. Motion, seconded, and carried. This AP will be presented for second reading at the next meeting.

8. **AP 3810 – Claims Against the District (NEW)**

   This AP was presented for first reading. This is a new policy recommended by the CCLC. This is a suggested “good practice” for Districts. It was recommended that Karen Saldana review this AP. Motion, seconded, and carried to refer it to Karen Saldana.

9. **AP 3440 – Service Animals (NEW)**

   This AP was presented for first reading. This is a new policy recommended by Grace Hanson. The biggest difference between a service animal and a comfort animals. There was some discussion on the current BP 3940 Animals on Campus. It was recommended to reference this new AP on BP 3940. It was also recommended to review this AP for formatting and ensure that information is not repeated. Motion, seconded, and carried, with reformatting and aligning with the usual AP structure. This AP will be presented for second reading at the next meeting.

10. **AP 5011 – Admission and Concurrent Enrollment of High School and Other Young Students**

    This AP was presented for information only. This is a version that was approved by AMAC and the Senate. This AP will be presented to the Board for Information.

11. **BP/ AP Log Review**

    The log was reviewed.
12. Other

Liesel Reinhart and Jeff Archibald reported that this is the first year that we have had a forensic student, Jendi Samai, attend the Interstate Oratorical Association National Championship.

The meeting adjourned at 3:57 p.m.

Future Agenda items:

- Formalizing Advisory Committees
- Substantive Change Update (Malmgren-Future Meeting)
- Expanded PAC (late May)

FUTURE MEETINGS:

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.