

Policy Committee Meeting Minutes
Wednesday, December 21, 2011

Members present:

Chair Stephen Blum
Trustee Larry Miller

In attendance:

Dr. James Meznik, Chancellor
Sue Johnson, Vice Chancellor, Business and Administrative Services
Jay Wysard, Director, Human Resources Operations
Patti Blair, Recorder

1. Call to Order

Chair Blum called the meeting to order at 3:40 p.m.

2. Public Comments

There were no public comments

3. Changes to the Agenda

There were no changes to the agenda.

4. Accreditation

Chancellor Meznik provided an accreditation update and indicated the ACCJC has received the college reports. The District and colleges expect a final report by late January or February.

5. Approval of Minutes

Approval of Minutes from November 16, 2011 Policy Committee Meeting. Chair Blum and Trustee Miller approved the minutes of November 16, 2011 as presented.

6. Review of New Board Policies and Procedures

6.01 AP 3280 Grants was developed and reviewed at Chancellor's Cabinet on November 28, 2011 as part of the District's policy and procedure two-year review cycle (Accreditation Standard (IV.B.1.e)). The Policy Committee provides recommendations to the Board regarding policy for Ventura County Community College District. The Policy Committee reviews policies and administrative procedures to ensure uniform practice Districtwide and avoid impeding college operational effectiveness (Accreditation Standards III.A.3.a, III.A.4.c, IV.B.1.b-c; IV.B.1.e).

6.02 AP 3280 Grants. AP 3280 Grants is a new administrative procedure required by accreditation. Existing BP 3280 requires no changes and is provided for information and policy intent. Dr. Meznik indicated AP 3280 addresses the opinion the colleges are not treated similarly and fairly and AP 3280 ensures Districtwide consistency. Reviewed and approved as presented.

7. Review of Existing Board Policies and Procedures

7.01 Existing policies and existing procedures were reviewed at Chancellor's Cabinet on November 28, 2011 as part of the District's policy and procedure two-year review cycle (Accreditation Standard (IV.B.1.e)). The Policy Committee provides recommendations to the Board regarding policy for Ventura County Community College District. The Policy Committee reviews policies and administrative procedures to ensure uniform practice Districtwide and avoid impeding college operational effectiveness (Accreditation Standards III.A.3.a, III.A.4.c, IV.B.1.b-c; IV.B.1.e).

7.02 BP 2715 Board Code of Ethics/Standards of Practice (revised); AP 2715(A) Board Code of Ethics (revised); AP 2715(B) Standards of Practice (no change/reaffirm). Reviewed and approved as presented, with minor grammatical changes.

7.03 BP 2745/AP 2745 Board Self-Evaluation (revised). Reviewed and approved as presented, with minor grammatical changes.

7.04 BP 3430 Prohibition of Harassment (no change/reaffirm); AP 3430 Prohibition of Harassment (revised).

Reviewed and approved as presented, with minor grammatical changes.

7.05 BP 3821 Use of District Names(revised). No administrative procedure required. Reviewed and approved as presented.

7.06 BP 6750 Parking (no change/reaffirm); AP 6750 Parking (revised). BP 6750 and AP 6750 were pulled.

7.07 BP 7120 Recruitment and Hiring (no change/reaffirm); AP 7120-B Recruitment and Hiring: Faculty (revised); AP 7120-D Recruitment and Hiring: Part-time Faculty (revised). Reviewed and approved as presented, with minor grammatical changes.

8. Adjournment

Per the Policy Committee, policies reviewed appeared to ensure uniform practice District-wide and did not appear to interfere with college operations. The administrative procedures met the intent of Board policy. Chair Blum adjourned the meeting at 4:41 p.m.



**Ventura County Community College District
Policy Committee Meeting Minutes
Wednesday, January 25, 2012**

Members present:

Chair Stephen Blum

Vice Chair Arturo Hernandez (absent)

In Attendance:

Dr. James Meznek, Chancellor

Clare Geisen, Director of Administrative Relations

Laurie Nelson-Nusser, Recorder

Dr. Pam Eddinger, President, Moorpark College

Riley Dwyer, Moorpark College Academic Senate President (public speaker)

1. Call to Order

Chair Blum called the meeting to order at 3:35 p.m.

2. Public Comments

Riley Dwyer, President, Moorpark College Academic Affairs, was present to speak on Item 6.02, BP 4021/AP 4021 Program Discontinuance.

3. Changes to the Agenda

There were no changes to the agenda.

4. Accreditation

The Chancellor provided an update regarding accreditation and stated more information will be forthcoming at the end of February.

5. Approval of Minutes

The minutes of December 21, 2011 Policy Committee Meeting were approved as presented.

6. Review of New Board Policies and Procedures

The Policy Committee provides recommendations to the Board regarding policy for Ventura County Community College District. The Policy Committee reviews policies and administrative procedures to ensure uniform practice Districtwide and avoid impeding college operational effectiveness (Accreditation Standards III.A.3.a, III.A.4.c, IV.B.1.b-c; IV.B.1.e).

6.02 BP 4021/AP 4021 Program Discontinuance. Existing BP 4021 required no changes. AP 4021 is a new administrative procedure. Discussion noted AP 4021 was developed and reviewed over several months in District Council on Student Learning (DCSL), and subsequently recommended to move forward to Chancellor's Cabinet and the Board of Trustees for approval. There was one objection to AP 4021 at

DCSL; all others were in agreement to recommend the procedure as submitted. Riley Dwyer, Moorpark Academic Senate President, spoke on behalf of Peter Sezzi (not in attendance), Ventura Academic Senate President, regarding Ventura College's objection. The objection was regarding the listing of criteria within the administrative procedure. In discussion, it was explained a college has the option of selecting criteria as recommended in AP 4021 or can select other criteria as determined by the college. The administrative procedure was reviewed and accepted as presented.

7. Review of Existing Board Policies and Procedures

7.01 The Policy Committee provides recommendations to the Board regarding policy for Ventura County Community College District. The Policy Committee reviews policies and administrative procedures to ensure uniform practice Districtwide and avoid impeding college operational effectiveness (Accreditation Standards III.A.3.a, III.A.4.c, IV.B.1.b-c; IV.B.1.e).

7.02 BP 2740 Trustee Professional Development (no change/reaffirm); AP 2740 Trustee Professional Development (revised). BP 2740 was reaffirmed as presented. Revised AP 2740, provided for informational purposes only, reviewed and was accepted as presented.

7.03 BP 3280 Grants (revised); AP 3280 Grants provided for information only. BP 3280 was approved as revised. AP 3280 was provided for informational purposes only.

7.04 BP 6750 Parking (no change/reaffirm); AP 6750 Parking (revised). BP 6750 Parking was reaffirmed as presented. Revised AP 6750 Parking, provided for informational purposes only, was reviewed and accepted as presented.

8. Adjournment

8.01 Chair Blum will adjourn the meeting. The Policy Committee provides recommendations to the Board regarding policy for Ventura County Community College District. The Policy Committee reviews policies and administrative procedures to ensure uniform practice Districtwide and avoid impeding college operational effectiveness (Accreditation Standards III.A.3.a, III.A.4.c, IV.B.1.b-c; IV.B.1.e).

The meeting was adjourned at 3:55 p.m.



**Ventura County Community College District
Policy Committee Meeting Minutes
Wednesday, February 15, 2012**

Members present:

Chair Stephen Blum

Trustee Larry Miller represented Vice Chair Arturo Hernandez (absent)

In Attendance:

Dr. James Meznek, Chancellor

Clare Geisen, Director of Administrative Relations

Laurie Nelson-Nusser, Recorder

Riley Dwyer, Moorpark College Academic Senate President

Peter Sezzi, Ventura College Academic Senate President

1. Call to Order

Chair Blum called the meeting to order at 4:10 pm.

2. Public Comments

There were no public comments.

3. Changes to the Agenda

There were no changes to the Agenda.

4. Accreditation

Chancellor Meznek provided an accreditation update as related to District policy.

5. Approval of Minutes

The Minutes from February 15, 2012 Policy Committee Meeting were approved as presented.

6. Review of Board Policies and Procedures

6.01 The Policy Committee provides recommendations to the Board regarding policy for Ventura County Community College District. The Policy Committee reviews policies and administrative procedures to ensure uniform practice Districtwide and avoid impeding college operational effectiveness (Accreditation Standards III.A.3.a, III.A.4.c, IV.B.1.b-c; IV.B.1.e).

6.02 BP 5055 (no change/reaffirm) Enrollment Priorities; AP 5055 Enrollment Priorities (revised). BP 5055 was reaffirmed as presented. Revised AP 5055, provided for informational purposes only, was reviewed and revised over several months in District Council on Student Learning (DCSL) and subsequently recommended to move forward to Chancellor's Cabinet and the Board of Trustees for approval. Following discussion, Policy Committee recommended BP/AP 5055 move to the full Board for approval.

7. Adjournment

Chair Blum adjourned the meeting at 4:35 pm.

The Policy Committee provides recommendations to the Board regarding policy for Ventura County Community College District. The Policy Committee reviews policies and administrative procedures to ensure uniform practice Districtwide and avoid impeding college operational effectiveness (Accreditation Standards III.A.3.a, III.A.4.c, IV.B.1.b-c; IV.B.1.e).



**Ventura County Community College District
Special Policy Committee Meeting Minutes
Wednesday, March 7, 2012
4:00 pm – Lakin Boardroom**

Members present:

Chair Stephen Blum

Trustee Hernández – not in attendance

In Attendance:

Dr. James Meznek, Chancellor

Clare Geisen, Director of Administrative Relations

Laurie Nelson-Nusser, Recorder

1. Call to Order

Chair Blum called the meeting to order at 4:00 pm. Trustee Hernandez was not present.

2. Public Comments

There were no public comments.

3. Changes to the Agenda

There were no changes to the agenda.

4. Accreditation

Chancellor Meznek discussed the Accreditation Commission's Concern related to Board governance and the review of Board policies in response to the Commission's Concern.

5. Approval of Minutes

The February 15, 2012 Policy Committee minutes were approved as presented.

6. Review of Board Policies and Procedures

6.01 The Policy Committee provides recommendations to the Board regarding policy for Ventura County Community College District. The Policy Committee reviews policies and administrative procedures to ensure uniform practice Districtwide and avoid impeding college operational effectiveness (Accreditation Standards III.A.3.a, III.A.4.c, IV.B.1.b-c; IV.B.1.e). The following Board policies and procedures were reviewed and discussed by the full Board at a Special Board Meeting held on February 22, 2012, in response to the Accrediting Commission's Board Concern. This item presents for Policy Committee review of recommended changes.

6.02 BP 2200 BOARD DUTIES AND RESPONSIBILITIES (no change/reaffirm); NO ADMINISTRATIVE PROCEDURE IS REQUIRED. BP 2200 Board Duties and Responsibilities was reaffirmed as presented. No administrative procedure is required.

6.03 BP 2210 OFFICERS (no change/reaffirm); NO ADMINISTRATIVE PROCEDURE IS REQUIRED. BP 2210 Officers was reaffirmed as presented. No administrative procedure is required.

6.04 BP 2215 ROLE OF THE BOARD CHAIR (no change/reaffirm); NO ADMINISTRATIVE PROCEDURE IS REQUIRED. BP 2215 Role of the Board Chair was reaffirmed as presented. No administrative procedure is required.

6.05 BP 2430 DELEGATION OF AUTHORITY TO CEO (no change/reaffirm); NO ADMINISTRATIVE PROCEDURE IS REQUIRED. Chair Blum requested a change to BP 2430 Delegation of Authority to CEO to reflect "a Board majority at a public meeting" in the last paragraph to define requests for information. No administrative procedure is required.

6.06 BP 2434 CHANCELLOR'S RELATIONSHIP WITH THE BOARD (no change/reaffirm); NO ADMINISTRATIVE PROCEDURE IS REQUIRED. BP 2434 Chancellor's Relationship with the Board was reaffirmed as presented. No administrative procedure is required.

6.07 BP 2710 CONFLICT OF INTEREST (no change/reaffirm); AP 2710 CONFLICT OF INTEREST AND AP 2712 CONFLICT OF INTEREST CODE - FORM 700: STATEMENT OF ECONOMIC INTERESTS PROVIDED FOR INFORMATION. NO CHANGES ARE REQUIRED. BP 2710 Conflict of Interest was reaffirmed as presented. AP 2710 and AP 2712 were provided for information.

6.08 BP 2715 BOARD CODE OF ETHICS/STANDARDS OF PRACTICE (revised); AP 2715-A CODE OF ETHICS (revised) AND AP 2715-B STANDARDS OF PRACTICE (no change) ARE PROVIDED FOR INFORMATION. BP 2715 Board Code of Ethics/Standards of Practice was approved with minor changes. Revised AP 2715-A and AP 2715-B (no change) were provided for information. Chair Blum requested minor changes to bullet points, and Best Practices will be an attachment to BP 2715.

6.09 BP 2720 BOARD MEMBER COMMUNICATION (no change/reaffirm); AP 2720 BOARD MEMBER COMMUNICATION (no change) IS PROVIDED FOR INFORMATION. BP 2720 Board Member Communication was reaffirmed as presented. AP 2720 was reviewed for consistency with BP 2720, however, no changes were made.

6.10 BP 2740 TRUSTEE PROFESSIONAL DEVELOPMENT (revised); AP 2740 TRUSTEE PROFESSIONAL DEVELOPMENT (no change) IS PROVIDED FOR INFORMATION. BP 2740 was approved with changes. AP 2740 was provided for information.

6.11 BP 2745 BOARD SELF EVALUATION (no change/reaffirm); AP 2745 BOARD SELF EVALUATION (revised) IS PROVIDED FOR INFORMATION. BP 2745 Board Self Evaluation was approved with revisions. Revised AP 2745 was provided for information.

7. Adjournment

7.01 Chair Blum will adjourn the meeting. The Policy Committee provides recommendations to the Board regarding policy for Ventura County Community College District. The Policy Committee reviews policies and administrative procedures to ensure uniform practice Districtwide and avoid impeding college operational effectiveness (Accreditation Standards III.A.3.a, III.A.4.c, IV.B.1.b-c; IV.B.1.e).

Chair Blum adjourned the meeting at 4:50 pm.



**Ventura County Community College District
Policy Committee Meeting Minutes
Wednesday, April 18, 2012
3:30 pm – Lakin Boardroom
Participant conference line: (888) 886-3951; Enter passcode: 218201**

Members present:

Chair Stephen Blum, via teleconference
Trustee Art Hernández – not in attendance

In Attendance:

Dr. James Meznik, Chancellor
Jennifer Holst, Guest
Laurie Nelson-Nusser, Recorder

1. Call to Order

Chair Blum called the meeting to order at 3:40 pm. Trustee Hernández was not present.

2. Public Comments

There were no public comments.

3. Changes to the Agenda

There were no changes to the agenda.

4. Accreditation

Chancellor Meznik discussed the Accreditation Commission's Concern related to Board governance and the review of Board policies in response to the accreditation recommendations. There was an accreditation site visit on April 16, 2012. An update will be provided to the Board of Trustees upon receipt of the Commission's findings.

Chancellor Meznik recommended completing the current two-year review of policies and procedures before moving to a four-year review cycle. The Vice Chancellors were provided with a California Community College League (CCLC) update for policy chapters pertaining to Chapters 6 and 7 and will be required to update these chapters this summer.

5. Approval of Minutes

The March 7, 2012 Special Policy Committee minutes were approved as presented.

6. Review of Board Policies and Procedures

6.01 The Policy Committee provides recommendations to the Board regarding policy for Ventura County Community College District. The Policy Committee reviews policies and administrative procedures to

ensure uniform practice Districtwide and avoid impeding college operational effectiveness (Accreditation Standards III.A.3.a, III.A.4.c, IV.B.1.b-c; IV.B.1.e).

6.02 BP 2015 STUDENT MEMBER (revised); AP 2015 STUDENT MEMBER (no change) IS PROVIDED FOR INFORMATION. BP 2015 Student Member was approved as submitted. AP 2015 was provided for information.

6.03 BP 2105 ELECTION OF STUDENT MEMBER (revised); AP 2105 ELECTION OF STUDENT MEMBER (no change) IS PROVIDED FOR INFORMATION. BP 2105 Election of Student Member was approved as submitted. AP 2105 was provided for information.

6.04 BP 4100 GRADUATION REQUIREMENTS FOR DEGREES AND CERTIFICATES (no change/reaffirm); AP 4100 GRADUATION REQUIREMENTS FOR DEGREES AND CERTIFICATES (revised) IS PROVIDED FOR INFORMATION. BP 4100 Graduation Requirements for Degrees and Certificates was reaffirmed as presented. AP 4100 Graduation Requirements for Degrees and Certificates was provided for information.

6.05 BP 4235 CREDIT BY EXAMINATION (no change/reaffirm); AP 4235 CREDIT BY EXAMINATION (revised) IS PROVIDED FOR INFORMATION. BP 4235 Credit by Examination was reaffirmed as presented. AP 4235 Credit by Examination was provided for information.

6.06 BP 6750 PARKING (no change/reaffirm); AP 6750 PARKING (revised) IS PROVIDED FOR INFORMATION. BP 6750 Parking was reaffirmed as presented. AP 6750 was provided for information.

6.07 BP 7211 MINIMUM QUALIFICATIONS AND EQUIVALENCIES (no change); AP 7211 MINIMUM QUALIFICATIONS AND EQUIVALENCIES (revised) IS PROVIDED FOR INFORMATION. BP 7211 Minimum Qualification and Equivalencies was reaffirmed as presented. AP 7211 Minimum Qualification and Equivalencies was provided for information.

7. Adjournment

7.01 Chair Blum adjourned the meeting at 3:51 pm. The Policy Committee provides recommendations to the Board regarding policy for Ventura County Community College District. The Policy Committee reviews policies and administrative procedures to ensure uniform practice Districtwide and avoid impeding college operational effectiveness (Accreditation Standards III.A.3.a, III.A.4.c, IV.B.1.b-c; IV.B.1.e).



**Ventura County Community College District
Policy Committee Meeting Minutes
Wednesday, May 15, 2012
12:00 pm – Lakin Boardroom
Participant Dial In: (888) 886-3951 Passcode: 158371**

Members present:

Chair Stephen Blum

Trustee Art Hernández, via teleconference

In Attendance:

Dr. James Meznek, Chancellor

Clare Geisen, Director of Administrative Relations

Laurie Nelson-Nusser, Recorder

1. Call to Order

Chair Blum called the meeting to order at 12:05 pm.

2. Public Comments

There were no public comments.

3. Changes to the Agenda

There were no changes to the agenda.

4. Accreditation

Chancellor Meznek provided an update regarding the accreditation site team visit on April 16, 2012. The District expects to receive the Commission's findings in June 2012.

5. Approval of Minutes

The April 18, 2012 Policy Committee minutes were approved as presented.

6. Review of Board Policies and Procedures

6.01 The Policy Committee provides recommendations to the Board regarding policy for Ventura County Community College District. The Policy Committee reviews policies and administrative procedures to ensure uniform practice Districtwide and avoid impeding college operational effectiveness (Accreditation Standards III.A.3.a, III.A.4.c, IV.B.1.b-c; IV.B.1.e).

6.02 BP 2350 SPEAKERS (revised); NO ADMINISTRATIVE PROCEDURE IS REQUIRED. BP 2350 Speakers was revised to clarify the use of speaker cards at Board meetings. These changes are in accordance with Brown Act Rules and are consistent with Community College League of California (CCLC) language.

6.03 BP 2715 BOARD CODE OF ETHICS (no change/reaffirm); AP 2715(A) BOARD CODE OF ETHICS (revised) IS PROVIDED FOR INFORMATION. BP 2715 Board Code of Ethics was approved as presented. AP 2715(A) was provided for information.

6.04 BP 2745 BOARD SELF-EVALUATION (no change/reaffirm); AP 2745 BOARD SELF-EVALUATION (revised) IS PROVIDED FOR INFORMATION. BP 2745 Board Self-Evaluation was reaffirmed as presented. AP 2745 Board Self-Evaluation was provided for information.

6.05 BP 4025 PHILOSOPHY AND CRITERIA FOR ASSOCIATE DEGREES AND GENERAL EDUCATION (no change/reaffirm); AP 4025 PHILOSOPHY AND CRITERIA FOR ASSOCIATE DEGREES AND GENERAL EDUCATION (revised) IS PROVIDED FOR INFORMATION. BP 4025 Philosophy and Criteria for Associate Degrees and General Education was reaffirmed as presented. AP 4025 Philosophy and Criteria for Associate Degrees and General Education was provided for information. The Committee noted AP 4025 Philosophy and Criteria for Associate Degrees and General Education was revised as related to degree requirements and will return in the future related to General Education requirements.

6.06 BP 4225 COURSE REPETITION (no change/reaffirm); AP 4225 COURSE REPETITION (revised) IS PROVIDED FOR INFORMATION. BP 4225 Course Repetition was reaffirmed as presented. Revised AP 4225 Course Repetition was provided for information.

6.07 BP 4227 COURSE REPETITION ABSENT SUBSTANDARD ACADEMIC WORK (proposed); AP 4227 COURSE REPETITION ABSENT SUBSTANDARD ACADEMIC WORK (revised) IS PROVIDED FOR INFORMATION. BP 4227 Course Repetition Absent Substandard Academic Work was approved with a minor change. Revised AP 4227 Course Repetition Absent Substandard Academic Work was provided for information.

6.08 BP 4230 GRADING AND ACADEMIC RECORD SYMBOLS (no change/reaffirm); AP 4230 GRADING AND ACADEMIC RECORD SYMBOLS (revised) IS PROVIDED FOR INFORMATION. BP 4230 Grading and Academic Record Symbols was reaffirmed as presented. Revised AP 4230 Grading and Academic Record Symbols was provided for information.

6.09 BP 5010 ADMISSIONS AND CONCURRENT ENROLLMENT (revised); AP 5010 ADMISSIONS AND CONCURRENT ENROLLMENT (revised) IS PROVIDED FOR INFORMATION. Revised BP 5010 Admissions and Concurrent Enrollment was approved as presented. Revised AP 5010 Admissions and Concurrent Enrollment was provided for information.

7. Adjournment

7.01 Chair Blum adjourned the meeting at 12:50 pm. The Policy Committee provides recommendations to the Board regarding policy for Ventura County Community College District. The Policy Committee reviews policies and administrative procedures to ensure uniform practice Districtwide and avoid impeding college operational effectiveness (Accreditation Standards III.A.3.a, III.A.4.c, IV.B.1.b-c; IV.B.1.e).



**Ventura County Community College District
Policy Committee Meeting Minutes
Wednesday, June 20, 2012
3:30 pm – Lakin Boardroom**

Members present:

Chair Stephen Blum

Trustee Art Hernández, via teleconference

In Attendance:

Dr. James Meznek, Chancellor

Clare Geisen, Director of Administrative Relations

Laurie Nelson-Nusser, Recorder

1. Call to Order

Chair Blum called the meeting to order at 3:35 pm.

2. Public Comments

There were no public comments.

3. Changes to the Agenda

There were no changes to the agenda.

4. Accreditation

Chancellor Meznek discussed the review and revision of Board policies in response to accreditation recommendations. The District is expecting the Accreditation Commission's most recent findings by the end of June or early July based on the accreditation site visit of April 16, 2012.

5. Approval of Minutes

The May 15, 2012 Policy Committee minutes were approved as presented.

6. Review of Board Policies and Procedures

6.01 The Policy Committee provides recommendations to the Board regarding policy for Ventura County Community College District. The Policy Committee reviews policies and administrative procedures to ensure uniform practice Districtwide and avoid impeding college operational effectiveness (Accreditation Standards III.A.3.a, III.A.4.c, IV.B.1.b-c; IV.B.1.e).

6.02 BP 1100 VENTURA COUNTY COMMUNITY COLLEGE DISTRICT (reaffirm); NO ADMINISTRATIVE PROCEDURE IS REQUIRED. Existing BP 1100 Ventura County Community College District was reaffirmed as presented. No administrative procedure is required.

7. Adjournment

7.01 Chair Blum adjourned the meeting at 3:40 pm. The Policy Committee provides recommendations to the Board regarding policy for Ventura County Community College District. The Policy Committee reviews policies and administrative procedures to ensure uniform practice Districtwide and avoid impeding college operational effectiveness (Accreditation Standards III.A.3.a, III.A.4.c, IV.B.1.b-c; IV.B.1.e).



**Ventura County Community College District
Policy Committee Meeting Minutes - Draft
Wednesday, July 18, 2012
3:30 pm – Lakin Boardroom**

Members present:

Chair Stephen Blum

Trustee Art Hernández

In attendance:

Sue Johnson, Interim Chancellor

Clare Geisen, Director of Administrative Relations

Laurie Nelson-Nusser, Recorder

Laura Galvan, Guest

1. Call to Order

Chair Blum called the meeting to order at 3:30 pm.

2. Public Comments

There were no public comments.

3. Changes to the Agenda

ITEM 6.12 – BP 6550 Disposal of Property were revised to clarify the sale of real property and personal property.

4. Accreditation

Interim Chancellor Johnson provided an update regarding the policy and procedure review cycle for accreditation purposes. Review of Board Policy Chapter 4 Academic Affairs and Chapter 5 Student Services will continue in September 2012 when governance committees begin meeting for the 2012-12 academic year.

5. Approval of Minutes

The June 20, 2012 Policy Committee minutes were approved as presented.

6. Review of Board Policies and Procedures

6.01 The Policy Committee provides recommendations to the Board regarding policy for Ventura County Community College District. The Policy Committee reviews policies and administrative procedures to ensure uniform practice Districtwide and avoid impeding college operational effectiveness (Accreditation Standards III.A.3.a, III.A.4.c, IV.B.1.b-c; IV.B.1.e).

6.02 BP 2350 SPEAKERS (revised); NO ADMINISTRATIVE PROCEDURE IS REQUIRED. Revised BP 2350 Speakers was approved as presented. No administrative procedure is required.

6.03 BP 2745 BOARD SELF-EVALUATION (no change/reaffirm); AP 2745 BOARD SELF-EVALUATION (revised) IS PROVIDED FOR INFORMATION. Existing BP 2745 Board Self-Evaluation was approved as presented. Revised AP 2745 Board Self-Evaluation was provided for information.

6.04 BP 6100 DELEGATION OF AUTHORITY (proposed); AP 6100 DELEGATION OF AUTHORITY (no change/reaffirm) IS PROVIDED FOR INFORMATION. Proposed BP 6100 Delegation of Authority was approved as presented. Existing AP 6100 Delegation of Authority was provided for information.

6.05 BP 6150 DESIGNATION OF AUTHORIZED SIGNATURES (no change/reaffirm); AP 6150 DESIGNATION OF AUTHORIZED SIGNATURES (no change/reaffirm) IS PROVIDED FOR INFORMATION. Existing BP 6150 Designation of Authorized Signatures was approved as presented. Existing AP 6150 Designation of Authorized Signatures was provided for information.

6.06 BP 6330 PURCHASING (revised); ADMINISTRATIVE PROCEDURES AP 6330 PURCHASING (revised), AP 6331 PROCUREMENT CARDS (revised), AP 6336 TRAVEL (revised), AND AP 6337 MILEAGE REIMBURSEMENT (no change/reaffirm) ARE PROVIDED FOR INFORMATION. Revised BP 6330 Purchasing was approved as presented. Revised AP 6331 Procurement Cards, revised AP 6336 Travel, and existing AP 6337 Mileage Reimbursement were provided for information. AP 6330 was pulled for additional review.

6.07 BP 6340 CONTRACTS (revised); ADMINISTRATIVE PROCEDURES AP 6340 CONTRACTS (revised) and AP 6365 ACCESSIBILITY OF INFORMATION TECHNOLOGY (no change/reaffirm) ARE PROVIDED FOR INFORMATION. Revised BP 6340 Contracts was approved as presented. Revised AP 6340 Contracts and existing AP 6365 Accessibility of Information Technology were provided for information.

6.08 BP 6400 AUDITS (no change/reaffirm); AP 6400 AUDITS (revised) IS PROVIDED FOR INFORMATION. Existing BP 6400 Audits was approved as presented. Revised AP 6400 Audits was provided for information.

6.09 BP 6500 PROPERTY MANAGEMENT (no change/reaffirm); AP 6500 PROPERTY MANAGEMENT (no change/reaffirm) IS PROVIDED FOR INFORMATION. Existing BP 6500 Property Management was approved as presented. Existing AP 6500 Property Management was provided for information.

6.10 BP 6520 SECURITY FOR DISTRICT PROPERTY (no change/reaffirm); ADMINISTRATIVE PROCEDURES AP 6530 DISTRICT VEHICLES (no change/reaffirm) AND AP 6535 USE OF DISTRICT EQUIPMENT (no change/reaffirm) ARE PROVIDED FOR INFORMATION. Existing BP 6520 Security for District Property was reaffirmed as presented. Existing Administrative Procedures (AP) 6530 District Vehicles and AP 6535 Use of District Equipment were provided for information.

6.11 BP 6540 INSURANCE (no change/reaffirm); NO ADMINISTRATIVE PROCEDURE IS REQUIRED. Existing BP 6540 Insurance was approved as presented. No administrative procedure is required.

6.12 BP 6550 DISPOSAL OF PROPERTY (no change/reaffirm); AP 6550 DISPOSAL OF PROPERTY (revised) IS PROVIDED FOR INFORMATION. Existing BP 6550 was reaffirmed as presented. Revised AP 6550 Disposal of Property will be modified and forwarded to August 14, 2012 Board meeting.

6.13 BP 6600 CAPITAL CONSTRUCTION (revised); AP 6600 CAPITAL CONSTRUCTION (proposed) IS PROVIDED FOR INFORMATION. Revised BP 6600 Capital Construction was approved as presented. Proposed AP 6600 Capital Construction was provided for information.

6.14 BP 6620 NAMING BUILDINGS (revised); AP 6620 NAMING BUILDINGS (revised) IS PROVIDED FOR INFORMATION. Revised BP 6620 Naming Buildings was approved as presented. Revised AP 6620 was provided for information.

6.15 BP 6700 CIVIC CENTER AND OTHER FACILITIES USE (revised); AP 6700 CIVIC CENTER AND OTHER FACILITIES (revised) IS PROVIDED FOR INFORMATION. Revised BP 6700 Civic Center and Other Facilities Use was approved as presented. Revised AP 6700 Civic Center and Other Facilities Use was provided for information.

6.16 BP 6740 CITIZENS OVERSIGHT COMMITTEE (no change/reaffirm); AP 6740 CITIZENS OVERSIGHT COMMITTEE (proposed) IS PROVIDED FOR INFORMATION. Existing BP 6740 Citizens Oversight Committee was reaffirmed as presented. Proposed AP 6740 Citizens Oversight Committee was provided for information.

6.17 BP 6800 SAFETY (revised); AP 6800 SAFETY (proposed) IS PROVIDED FOR INFORMATION. Revised BP 6800 Safety was approved as presented. Proposed AP 6800 Safety was provided for information.

7. Adjournment

7.01 Chair Blum adjourned the meeting at 4:05 pm. The Policy Committee provides recommendations to the Board regarding policy for Ventura County Community College District. The Policy Committee reviews policies and administrative procedures to ensure uniform practice Districtwide and avoid impeding college operational effectiveness (Accreditation Standards III.A.3.a, III.A.4.c, IV.B.1.b-c; IV.B.1.e).