I. OPEN SESSION 5:30 p.m.
   1. Call to Order
      The meeting was called to order by Laura Perry at 5:36 p.m.
   2. Roll Call
      Subcommittee Trustees: Laura Perry, Tony Ruiz, Kent Child
      Dr. Steven M. Kinsella, Superintendent/President
      Dr. Kathleen Rose, Executive Vice President, Student Services
      John Pruitt, Vice President, Student Services
      Joe Keeler, Vice President, Administrative Services
      Angie Oropeza, Recording Secretary
   3. Approve Minutes, September 19, 2011
      MSC (T.Ruiz/K.Child) 3 ayes, 0 nays to approve.
   4. Comments from the Public - this is a time for the public to address the Committee
      None

II. DISCUSSION ITEM
   1. The following policies and procedures have been routed through the shared
      governance process for input and will be presented for information at the July 10, 2012
      Regular Board Meeting:

      President’s Office
      AP 2712 Conflict of Interest Code
      BP 3440 Service Animals
      AP 3440 Service Animals
      BP 3560 Alcoholic Beverages
      AP 3560 Alcoholic Beverages

      Instructional Services
      BP 4020 Program, Curriculum, and Course Development
      AP 4020 Program, Curriculum, and Course Development
      AP 4102 Occupational/Vocational Technical Programs
      AP 4105 Distance Education

   2. The following policies and procedures are the most recent revisions received. They
      will be routed through the shared governance process for input and will be presented
      for information at a future Regular Board Meeting.

      President’s Office
      BP 2015 Student Member(s)
      BP 2105 Election of Student Members
      AP 2105 Election of Student Members
      BP 2345 Public Participation at Board Meetings
Dr. Steve Kinsella reported that we are at a point where a lot of changes have come through the Community College League Policy service. We are picking up the regulatory changes including the ed. code, title 5, accreditation, etc. Others changes specific to Gavilan will be coming in later to the Board after they go through the shared governance process. Administrative Procedures are approved by the Superintendent/President and come to the Board for information and input. Board Policies come to the Board for a first reading as information and a second reading for action. Tony Ruiz stated that policies on standards of conduct can be difficult to write as they can be subjective. He would like to see policies such as health, energy, and conservancy, specific to this district.

MSC (K.Child/T.Ruiz) 3 ayes, 0 nays to approve as corrected.

III. CLOSING ITEMS

1. Adjournment
   The meeting was adjourned by consensus at 5:55 p.m.