



Minutes of the Board Policy Committee Meeting
Wednesday, December 4, 2024 – 5:30 pm

I. Call to Order

The Board Policy Committee was called to order by Trustee Nancy Garcia Guillen at 5:30 p.m. on Wednesday, December 4, 2024 in Room A-3104.

II. Roll Call

Committee Trustees Present: Nancy Garcia Guillen, Diane Harris, and Ryan Queeney
Other Attendees Present: Vice President Karen Kissel; Bryan Kopman, Esq.; Cara Anderson, Compliance Officer; Matt Stephenson, Sr. Director of Business and Auxiliary Services; and Substitute Committee Secretary: Stella Weisfus

III. Pledge of Allegiance

Trustee Diane Harris led the Committee in the Pledge of Allegiance.

IV. Public Comments

There were no public comments.

V. Approval of October 30, 2024 Meeting Minutes

The minutes from the Board Policy Committee meeting were approved as submitted.

VI. Review List of Policies to Review for 2025

Cara Anderson submitted a list of policies for monthly review through the end of FY25. The goal is to reach out to the policy owners to start the review process.

VII. Old Business

The Committee approved Policy 13.04.00, Sale/Disposal of College Property, to go for First Reading in December.

VIII. Other Items for Discussion

1. Website-Cara Anderson requested being able to use a link to Navex, which is the program used for all of our policies, to replace the current way of displaying our policies on our website. By using the link, it will automatically update our policies. This will allow us to search for a policy by using a key word instead of having to know what division the policy is located in.
2. 2025 Policy Committee Meeting Dates
To give policies time to move through the Navex system, there will be no meeting in January. The Committee proposed meeting on the following dates through FY25: February 5, March 5, and April 3.

3. Bryan Kopman commented on the Open Meetings Act and the provisions that relate to when committees set their meeting dates. If we cancel a scheduled meeting, we must give ten days' notice before rescheduling the same meeting.

IX. Adjournment

The meeting adjourned at 5:43 p.m.