



SAN DIEGO COMMUNITY COLLEGE DISTRICT POLICE ADVISORY COMMITTEE (SDCCD PAC)

BYLAWS

Approved by SDCCD Chancellor _____ (date)

ARTICLE I. Name and Duration

This Committee, established by the SDCCD Chancellor on the recommendation of the SDCCD Police Department (SDCCD PD) Review Task Force, which Task Force was appointed by the SDCCD Board of Trustees, shall be called:

the San Diego Community College District Police Advisory Committee (SDCCD PAC). The SDCCD PAC will exist and serve at the pleasure of the SDCCD Chancellor.

ARTICLE II. Purpose

Section 1. Overall Purpose.

The purpose of the SDCCD PAC is to provide SDCCD students, faculty, staff, and the broader community input to the SDCCD Chancellor and Chancellor's Cabinet regarding public safety matters and public policies which influence or impact the ongoing relationship between SDCCD PD and the community it serves, and shall assist with implementation of long term planning by providing input, evaluation and feedback on:

- a. goals, policies, and strategies,
- b. service delivery programs and priorities; and
- c. progress in establishing and maintaining coordinated and cooperative working relationships between the community, colleges and campuses, other agencies, and the SDCCD PD.

Section 2. Community Input.

The SDCCD PD will invite and encourage community input regarding services and issues related to police services. SDCCD PAC members will also be asked to help increase public awareness on law enforcement matters.

The SDCCD PAC is not an oversight body but is an advisory body and will not have power or authority to investigate, review, or otherwise participate in matters involving specific cases, SDCCD PD personnel, or play a role in civil or criminal litigation or investigation.

Meetings are not open to the public as this is not a formal Brown Act body.



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ARTICLE III. Membership

Section 1. Composition of Committee.

SDCCD PAC shall have [X] members consisting of:

- a. Three neighborhood/citizen-at-large representatives
- b. One representative from each college
- c. One Faculty Senate Representative
- d. One Classified representative
- e. One Management representative
- f. One Supervisor representative
- g. One student representative from each college

The SDCCD Chief of Police and the Vice Chancellor, Facilities Management are ex officio members of the SDCCD PAC.

Section 2. Appointment.

All non-ex officio committee members shall be appointed by the SDCCD Chancellor after completing a standard application form submitted to the Chancellor upon being nominated by the stakeholder group they would represent. Committee member term of service is at the pleasure of the SDCCD Chancellor for up to two two-year terms.

Board Member Expectation:

- Attend all scheduled meetings, unless excused ahead of the affected meeting.
- Be prepared to engage in an honest and productive dialogue and not utilize the meetings to facilitate personal agendas.
- Not dominate a meeting with regard to speaking time or topic.
- Treat each other with dignity and respect.
- Work in good faith to complete the agreed meeting agenda
- Maintain the confidentiality of information disclosed or discussed during the meeting that the Chief of Police designates as confidential.

Section 4. SDCCD PAC Officers.

The SDCCD PAC will elect officers from its membership during the first committee meeting after the start of the academic year. Officers will stand for election after being nominated, either by another committee member or by self-nomination. Officer terms are for one year, but a member may be elected to the same or different officer position(s) up to three consecutive terms. The SDCCD PAC officer positions and duties are:



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- a. Chairperson
- b. Vice Chairperson
- c. Chairperson Duties: Duties of the chairperson are to call meetings, plan agendas, chair the meetings and generally oversee the activities of SDCCD PAC. The Chair may appoint members to represent SDCCD PAC before any public agency and also appoint special committees. The Chair shall be the primary contact person for, and liaison with the SDCCD PD. Section 2.
- d. Vice Chairperson Duties: Duties of the vice chair will be to assist the chairperson in his/her/their duties as requested. In the absence of the chairperson, the vice chair shall carry out the duties and powers of the Chair.
- e. Officer Removal: An officer may be removed by a two-thirds vote of the members present at a scheduled meeting where there is a quorum, providing prior notice of intent to submit a removal motion is in the posted agenda.
- f. Subcommittees: The chairperson shall appoint subcommittees as needed. Subcommittees will report to the SDCCD PAC.
- g. Meeting Agenda: Meeting agendas shall be set in cooperation between the SDCCD Chief of Police and the Chair, with input from SDCCD PAC members and police department staff.

Section 4. Meeting frequency.

The SDCCD PAC will meet at least once per quarter but may decide by majority vote to meet more frequently. The SDCCD PAC shall submit to the Chancellor at least one report of its activities, discussions, or recommendations per academic year, but may submit more than one report at the Chair's discretion.

A quorum is a simple majority of the members and there must be a quorum to call a meeting to order or to conduct committee business. Actions of the SDCCD PAC will be approved by a simple majority of the members present at a duly authorized SDCCD PAC meeting. The Chairperson will conduct meeting generally according to Roberts Rules or Order.

ARTICLE IV. Bylaws

Section 1. Amendments.

SDCCD PAC may recommend amendments to these bylaws by a 2/3 majority vote of all the members of the committee. Any recommended amendments shall not be instituted until and unless approved by the SDCCD Chancellor.