

**DELAC Executive Board
Planning Meeting Minutes
November 29, 2012**

Members Present: Valentina Hernandez, Gabriela Contreras, Florentina Martinez, Yazmin Bozin, Olivia Ouchen

Instructional Support Services Staff Present: Sid Salazar, Mary Waldron, Debra Dougherty, Veronika Lopez-Mendez, Kathy Velasco, Nevada Allen

Call to Order and Minutes

Valentina called the meeting to order at 6:30 p.m. Minutes of the August 2, 2012 planning meeting were read and approved.

Review of October and November General Meetings

- Officers discussed the Program Options presentation given at the October meeting and the Migrant Education and CEP-EL presentations given at the November meeting. Valentina was not happy that Biliteracy Programs were not covered as part of the October Program Options presentation, the migrant presentation was commended, and officers agreed that more time for questions and answers for the CEP-EL presentation would have been helpful.
- Gabriela requested that it be officially noted that there was a bylaws meeting held on August 10, 2012.

Review of Written Petition to Change DELAC Bylaws

The proposed changes that were reviewed are as follows:

- a) *“An officer may be re-elected.”*

After discussion, it was moved to accept this change. However, there was no second to the motion. It was then moved, seconded, and approved to add the following clarifying language: (to Article III) *“All DELAC officers will be elected for a two-year term **for a given position**. An officer may be re-elected for one additional two-year term **for that position**.”*

- b) *“Changes to DELAC Bylaws can be submitted at any time throughout the year. The majority of the executive body needs to approve changes. If changes are made they need to be brought to the general body in the general meeting so that they can be ratified (approved) or denied by 51% of members present.”*

After discussion, it was moved to accept this change. However, there was no second to the motion.

For the sake of time, the group came to consensus that a bylaws subcommittee be formed. It was then suggested that training on parliamentary procedures and Robert’s Rules of Order *before* this bylaw subcommittee meets would be helpful. Since officers wanted to open this training to the general public, it was decided that the January 17, 2012 DELAC General Meeting would be the venue for an in-depth training on Robert’s Rules of Order.

Closure

The planning meeting was adjourned at 8:00 p.m.