



DISTRICT EXECUTIVE COUNCIL

MEETING NOTES

Monday, April 8, 2013, 1:00–2:30 p.m.
Grossmont College Griffin Gate, Room 60-180A

| | | | | | |
|------------------------------|----------------------------|-------------------------------------|-----------------------------|----------------------------|-------------------------------------|
| Chair: Chancellor | Cindy Miles | <input checked="" type="checkbox"/> | AFT Representative | Jim Mahler, arr. 1:10 pm | <input checked="" type="checkbox"/> |
| VC Business Services | Sue Rearic | <input type="checkbox"/> | Admin Assoc. President | Michael Copenhaver | <input checked="" type="checkbox"/> |
| Interim VC Human Resources | Tim Corcoran | <input checked="" type="checkbox"/> | Confidential Admin Rep. | Arleen Satele | <input checked="" type="checkbox"/> |
| President-CC | Mark Zacovic | <input checked="" type="checkbox"/> | Confidential Employees Rep. | Kim Widdes | <input type="checkbox"/> |
| President-GC | Sunny Cooke | <input checked="" type="checkbox"/> | FOP Representative | Ryan Montalvan | <input type="checkbox"/> |
| ASGCC President | Ariel Satele | <input checked="" type="checkbox"/> | Also present: | | |
| ASGC President | Peg Marcus | <input checked="" type="checkbox"/> | Business Services | Dale Switzer | |
| Academic Senate President-CC | Alicia Muñoz, arr. 1:10 pm | <input checked="" type="checkbox"/> | Classified Senate | Angela Johnson | |
| Academic Senate President-GC | Sue Gonda | <input checked="" type="checkbox"/> | Sr. Dean, RPIE | Chris Tarman, arr. 2:05 pm | |
| Classified Senate President | Wendy Corbin | <input type="checkbox"/> | FOP Rep. | Mark Rensink | |
| CSEA President | Rocky Rose | <input checked="" type="checkbox"/> | Recorder | Valeri Wilson | |

Convened: 1:05 p.m.

| Issues | Discussion, Action, and Follow-Up |
|---|---|
| A. Review of April 16, 2013, Governing Board Docket | <p>The draft Board meeting agenda and docket items were posted on the DEC website prior to the meeting. Council members reviewed and discussed the docket items.</p> <ul style="list-style-type: none"> ◆ Item 151 Chancellor/Classified Senate Quarterly Award will be moved to May to allow time for all the proper notifications. ◆ Item 501 Personnel Actions—The Classified Staffing Taskforce has concluded and recommended several hourly positions be converted into permanent positions. Notifications and paperwork are in process. The positions will be added to the docket item this week. |
| B. Policies and Procedures Review (Cindy Miles) | <ul style="list-style-type: none"> ◆ The following policies and procedures were approved to move forward as presented: <ul style="list-style-type: none"> ▪ BP/AP 3435 Discrimination and Harassment Complaints and Investigations (Final Reading) ▪ BP/AP 3410 Nondiscrimination (Technical Changes) ▪ BP/AP 3430 Prohibition of Harassment (Technical Changes) ◆ Tim Corcoran distributed a <i>Quick Reference to Short-term Employees, Student Workers, and Professional Experts</i>. Council discussed the information and proposed clarifying language. In conjunction with the <i>Quick Reference</i>, Council reviewed the corresponding personnel policies and procedures on the agenda. <ul style="list-style-type: none"> ▪ BP/AP 7270 Student Workers (Final Reading) ▪ BP 7230 Classified Employees (Technical Changes) ▪ AP 7236 Substitute and Short-Term Non-Exempt Classified Staff (Technical Changes) <p>Next Steps: Tim Corcoran will make revisions to the policies and procedures listed above based on the revisions to the <i>Quick Reference</i>, and distribute electronically to Council members. Council members will review the documents and provide feedback, with the aim to include the BP/APs in the information going to the April Board meeting.</p> |

| Issues | Discussion, Action, and Follow-Up |
|---|--|
| C. Governance Handbook— Evaluation Requirements <i>(Chris Tarman)</i> | <ul style="list-style-type: none"> ◆ Annual Evaluation—Chris Tarman shared a survey example for the annual evaluation. Council members discussed methods for committees/councils to obtain feedback from their members, discuss information in a meeting, and then submit the answers for collating to either DEC or a specific taskforce. ◆ Triennial Evaluation—Council members agreed with Chris's proposal that the triennial evaluation questions be embedded in the colleges' Institutional Research (IR) surveys; and that the nine-month review of the governance structure and development of a new handbook, including review by all constituent groups, satisfied the triennial requirement. <p>Next Steps: Council members were asked to review the Annual Evaluation questions and send comments to Chris. The Chancellor's Office will keep track of the timeline for the next triennial evaluation.</p> |
| D. Student Success Scorecard: ARCC 2.0 <i>(Chris Tarman)</i> | Deferred in the interest of time. |
| E. Next Meeting | The next DEC meeting will be held on Monday, May 13, 2013, at 1:00–2:30 p.m. in the Cuyamaca College Student Center, Meeting Room 3 (I-209). |

Adjourned: 2:35 p.m.

DISTRICT VISION, MISSION, AND VALUE STATEMENT

VISION: Transforming lives through learning.

MISSION: Provide outstanding learning opportunities that prepare students to meet community needs and future challenges of a complex, global society. Grossmont-Cuyamaca Community College District fulfills its mission by providing:

- Outstanding undergraduate education leading to certificates, associate degrees, and transfer;
- Excellent career and technical education programs that prepare students for workforce entry and advancement;
- Comprehensive student development and support services that help students succeed in meeting their educational goals;
- Engaging educational services that meet learners needs in basic skills, English language proficiency, and lifelong learning; and
- Responsive social and economic development programs and community partnerships.

VALUE STATEMENT: Cultivate a student-centered culture of excellence, trust, stewardship, and service.