



**GCCCD VISION AND DEC CHARGE**

**GCCCD VISION:** Transforming lives through learning.

**DEC CHARGE:** The District Executive Council (DEC) serves in an advisory capacity to the Chancellor. DEC advises the Chancellor on District policy development and governance issues, and on matters referred to the council by the colleges, District Services, and/or college/District standing councils or committees. DEC reviews and recommends items for the Governing Board meeting dockets.

**DISTRICT EXECUTIVE COUNCIL**

**MEETING NOTES**

Monday, August 12, 2013, 1:00–2:30 PM  
Grossmont College ASGC Board Room

Chair: Chancellor	Cindy Miles	<input checked="" type="checkbox"/>	AFT Representative	Jim Mahler	<input checked="" type="checkbox"/>
VC Business Services	Sue Rearic	<input checked="" type="checkbox"/>	Admin Assoc. President	Michael Copenhaver	<input checked="" type="checkbox"/>
Interim VC Human Resources	Tim Corcoran	<input checked="" type="checkbox"/>	Confidential Admin Rep.	Tim Flood	<input checked="" type="checkbox"/>
President-CC	Mark Zacovic	<input checked="" type="checkbox"/>	Confidential Employees Rep.	Kim Widdes	<input checked="" type="checkbox"/>
President-GC	Sunny Cooke	<input checked="" type="checkbox"/>			
ASGCC President	Jaclyn Marlow	<input type="checkbox"/>	<b>Also present:</b>		
ASGC President	Esau Cortez arrived 1:50	<input checked="" type="checkbox"/>	Classified Senate Rep, GC	Cindy Hall	
Academic Senate President-CC	Alicia Muñoz	<input type="checkbox"/>	Conf. Admin Rep	Arleen Satele	
Academic Senate President-GC	Sue Gonda	<input checked="" type="checkbox"/>			
Classified Senate President	Avelina Mitchell	<input type="checkbox"/>	Recorder	Jennifer Danks	
CSEA President	Rocky Rose	<input checked="" type="checkbox"/>			

Convened: 1:15 PM

Issues	Discussion, Action, and Follow-Up
A. Review of August 20, 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"> <li>▪ 4:00 PM Board Workshop—Chancellor Miles noted there would be a report on Diversity, Equity, and Inclusion Initiatives, which will include the Diversity, Equity &amp; Inclusion Council strategic plan implementation.</li> <li>▪ Adoption Budget Workshop—will be held on September 3, 2013, 4:00 PM, Cuyamaca College Student Center</li> <li>▪ Item 304 Ratification of Signatures—the council reviewed Attachment A. Sue Rearic will double-check the amount noted on Attachment A1.I.A.5.</li> <li>▪ Item 501 Personnel Actions—Tim Corcoran reviewed the volunteers, new hires, position transfers and resignations. Chancellor Miles reviewed the confidential administrators, and commented that there will be an addition for the new Cuyamaca College Vice President Student Services Scott Thayer if the contract can be finalized by the docket deadline, otherwise it would go on the September docket for ratification.</li> <li>▪ Item 651—it was noted the wrong 311q report was attached to the docket item. The correct version will be attached and distributed.</li> </ul>

Issues	Discussion, Action, and Follow-Up
<p>B. District <a href="#">EEO Plan</a> (final review)</p>	<p>Council members had no further questions regarding proposed revisions to the EEO Plan that were presented at the July 15, 2013, DEC meeting. Jennifer Danks provided information on proposed technical revisions made for purposes of consistency in language and referencing of appendices.</p> <p><b>Actions:</b> The revised EEO Plan will move forward for the August 20, 2013, Governing Board meeting. Danks will double-check to ensure that once approved by the Board that the posting of the revised EEO Plan does not break any hyperlinks to documents currently posted on the internet or intranet.</p>
<p>C. Board Policies and Administrative Procedures</p>	<p>Technical Changes:</p> <ul style="list-style-type: none"> <li>◆ <a href="#">BP</a> 2210 Officers of the Board (<i>no changes to AP</i>) - approved to move forward.</li> <li>◆ <a href="#">BP/AP</a> 3415 Equal Access – approved to move forward.</li> <li>◆ <a href="#">BP/AP</a> 3420 Equal Employment Opportunity – pulled from the docket for Chancellor’s further review.</li> <li>◆ <a href="#">BP/AP</a> 3430 Prohibition of Harassment – approved to move forward.</li> </ul>
<p>D. GCCCD Governance Handbook-<a href="#">recommended revisions</a></p>	<p>Chancellor Miles walked through a review of the Governance Handbook and the provisions for updating it.</p> <p>In regard to the section entitled <i>Roles of Stakeholders in Participatory Governance</i> (Administrators Association), Michael Copenhaver explained that he, Avelina Mitchell, and Rocky Rose had a discussion and agreed on the proposed revision that the Administrators Association be the sole organization responsible for appointing managers and supervisors to participatory governance and screening/interviewing committees.</p> <p>The council also agreed that the following revisions be made to the document:</p> <ul style="list-style-type: none"> <li>◆ Remove reference to “confidential administrators” in the title of the Administrators Association section</li> <li>◆ Remove references to FOP</li> <li>◆ Include in appropriate council/committee compositions the following positions: <ul style="list-style-type: none"> <li>✓ Associate Vice Chancellor Advancement &amp; Communication</li> <li>✓ Associate Vice Chancellor Human Resources</li> <li>✓ Change language from “hiring” committees to “screening/interviewing” committees</li> </ul> </li> <li>◆ Include in appropriate council/committee compositions a notation about the rotation of campus vice presidents</li> </ul> <p><b>Actions:</b></p> <p><b>Chancellor Miles</b> will prepare a communication about participatory governance and where to find information and send out along with a link to the handbook. The communication will include information on what participatory governance is, where to find information, distinguishing between intranet v. internet, photos of DEC members, and key issues DEC is tracking.</p>
<p>E. Annual Council/Committee Evaluation Survey</p> <ol style="list-style-type: none"> <li>1. Send survey to council/committee chairs/leads this fall – C. Tarman</li> <li>2. Chairs will share feedback with DEC in short summary</li> </ol>	<p>Chancellor Miles reviewed the DEC survey results, Spring 2013, from the June 10, 2013, DEC meeting with members. Percentages and feedback were reviewed for</p> <ul style="list-style-type: none"> <li>◆ Overall effectiveness</li> <li>◆ Charge and membership</li> <li>◆ Council meetings</li> <li>◆ Council participation</li> </ul>

Issues	Discussion, Action, and Follow-Up
<p>form</p> <p>3. Consider revisions to the Governance Handbook as recommended by community survey</p> <p>4. Timeline</p>	<ul style="list-style-type: none"> <li>◆ Respect of members</li> <li>◆ Other suggestions for improvement</li> </ul> <p>Council discussed feedback and possible improvements in the following areas:</p> <ul style="list-style-type: none"> <li>◆ Orientation for new council members (and anyone interested), including meeting schedule, Governance Structure Handbook, intranet</li> <li>◆ 2-way dialogue: ensuring the work of the council is carried back to the membership and representatives return to DEC with membership feedback</li> <li>◆ <b>Cooke, Rearic, and Zacovic</b> will develop and offer workshops at their sites on participatory governance, similar to the one previously presented by Cooke.</li> </ul> <p><b>Actions:</b></p> <p>Further review of the DEC survey results will be placed on the September 3 DEC agenda.</p> <p>The council/committee survey will be distributed to the following council members:</p> <ul style="list-style-type: none"> <li>◆ District Strategic Planning &amp; Budget Council</li> <li>◆ District Coordinating Educational Council</li> <li>◆ District Accreditation Coordinating Council</li> </ul> <p>Timeline for survey:</p> <ul style="list-style-type: none"> <li>◆ August - distribute the survey</li> <li>◆ November 12 – council members bring feedback to DEC meeting</li> </ul>
<p>F. Next Meeting</p>	<p>Tuesday, September 3, 2013, at 1:00–2:30 PM in the Cuyamaca College Student Center (I-209).</p>

Adjourned: 2:35 PM