



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, June 10, 2013, 1:00–2:30 p.m.
Grossmont College Griffin Gate (60-180A)

Chair: Chancellor	Cindy Miles	<input checked="" type="checkbox"/>	AFT Representative	Jim Mahler	<input 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.	Arleen Satele	<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"/>	FOP Representative	Mark Rensink	<input checked="" type="checkbox"/>
ASGCC President	Jaclyn Marlow	<input checked="" type="checkbox"/>	Also present:		
ASGC President	Esau Cortez (arr 2:35)	<input type="checkbox"/>	Sr. Dean, RPIE	Chris Tarman	
Academic Senate President-CC	Alicia Muñoz	<input checked="" type="checkbox"/>	Academic Senate, GC	Jeff Lehman	
Academic Senate President-GC	Sue Gonda	<input type="checkbox"/>			
Classified Senate President	Wendy Corbin	<input type="checkbox"/>	Recorder	Valeri Wilson	
CSEA President	Rocky Rose	<input checked="" type="checkbox"/>			

Convened: 1:10 p.m.

Issues	Discussion, Action, and Follow-Up
A. Review of June 18, 2013, Governing Board Docket	<ul style="list-style-type: none"> ◆ The Chancellor announced a special Board workshop will be held in the Cuyamaca College Student Center on June 11, 2013, at 3:30 p.m. for a joint discussion with the District Strategic Planning and Budget Council (DSP&BC) regarding strategic planning/linking planning to budget and the 2013-2014 Tentative Budget Workshop, followed by a closed session meeting at approximately 4:30 p.m. ◆ 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. <ul style="list-style-type: none"> ▪ Item 304 Ratification of Signatures—Sue Rearic pointed out the Gafcon and Strata contracts included on the attachment. At Rocky’s request, copies of the Strata contracts will be electronically distributed after the meeting. ▪ Item 305 Tentative Budget—The docket item will be completed with input from the Board discussion on June 11. ▪ Item 501 Personnel Actions—Tim Corcoran stated a position reclassification will be added to the docket item. ▪ Item 502 Short-Term Hourly—Tim Corcoran stated the listings are all to extend current positions through the remainder of the summer, and a few more may be included.
B. Board Policies and Administrative Procedures	<ul style="list-style-type: none"> ◆ Final Reading following DCEC Review: <ul style="list-style-type: none"> ▪ BP/AP 5031 Instructional Materials Fees—Members discussed whether the “procedures” or the “fees” are required to be published in the college catalogs, as listed in the BP. The BP/AP were approved to move forward with clarification on that issue. <i>[Note: Following the meeting, the wording was revised to clarify that the “appropriate policies and procedures will be posted in the college catalogs.”]</i>

Issues	Discussion, Action, and Follow-Up
<p>Board Policies and Administrative Procedures (<i>Continued</i>)</p>	<ul style="list-style-type: none"> ◆ Tim Corcoran reported that technical revisions were being proposed to the <i>Quick Reference</i> and several Human Resources BP/APs to better capture the District's current practices. The revisions came out of training sessions held with the managers and supervisors. <ul style="list-style-type: none"> ▪ Technical Changes: <ul style="list-style-type: none"> • BP 7230 Classified Employees (no corresponding AP)—With additional formatting revisions, the BP was approved to move forward. • AP 7100 Commitment to Diversity (no changes to BP)—Approved to move forward as presented. • AP 7120 Recruitment and Selection (no changes to BP)—Approved to move forward as presented. • AP 7270 Student Workers (no changes to BP)—With additional revisions included, the AP was approved to move forward. ▪ Short-Term Employees, Student Workers, and Professional Expert Quick Reference—Council members discussed further revisions for Tim to incorporate into the <i>Quick Reference</i>. Next Steps: Tim Corcoran will continue with training on the information contained in the <i>Quick Reference</i>; and will incorporate the Non Academic and Non Classified Employee (NANCE) information from the <i>Quick Reference</i> into a formal administrative procedure.
<p>C. Annual Evaluation Survey (<i>Chris Tarman</i>)</p> <ul style="list-style-type: none"> ◆ 	<ul style="list-style-type: none"> ◆ Responses from DEC member evaluations—Chris Tarman displayed the DEC members' survey responses and Council discussed the information. Recommendations from feedback include: <ul style="list-style-type: none"> ▪ To help remind members of the Council's purpose, the DEC Charge will be added to the top of the agenda and notes in place of the District mission and value statements. ▪ To aid in raising awareness of Council's activities, DEC will periodically include information in the <i>Courier</i> newsletter or other internal communications. Cindy Miles, Alicia Munoz, and Esau Cortez volunteered to work together as a writing team. ◆ Survey for District councils and committees—Council members discussed the overall survey; agreed the open-ended questions worked well; and recommended adding the charge (or link to the charge) to the first question and including a question about attendance. Next steps: The survey will be sent to committees/councils this fall; going forward it will be completed in the spring before membership changes take place. Chairs will share the feedback with DEC in a short summary form, and then any necessary revisions to the <i>Governance Handbook</i> can be made.
<p>D. Next Meeting</p>	<p>The next DEC meeting will be held on Monday, July 15, 2013, at 1:00–2:30 p.m. in the Cuyamaca College Student Center, Meeting Room 3.</p>

Adjourned: 2:40 p.m.