



**DISTRICT EXECUTIVE COUNCIL**

**MEETING NOTES**

Monday, March 11, 2013, 1:00–2:30 p.m.  
Cuyamaca College Student Center, Meeting Room 3

<b>Chair:</b> 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, arr. 1:50 pm	<input checked="" type="checkbox"/>
Interim VC Human Resources	Tim Corcoran	<input checked="" type="checkbox"/>	Confidential Admin Rep.	Arleen Satele	<input type="checkbox"/>
President-CC	Mark Zacovic	<input 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, arr. 1:25 pm	<input checked="" type="checkbox"/>	<b>Also present:</b>		
ASGC President	Peg Marcus	<input checked="" type="checkbox"/>	CC Academic Senate VP	Jesus Miranda	
Academic Senate President-CC	Alicia Munoz	<input type="checkbox"/>	Sr. Dean, RPIE	Chris Tarman, 1:45–2:10 pm	
Academic Senate President-GC	Sue Gonda	<input checked="" type="checkbox"/>	Counselor, Miramar College	Rick Cassar, arr. 1:45 pm	
Classified Senate President	Wendy Corbin	<input type="checkbox"/>	Int. Dir., Public Safety	Lt. Jose Sanchez, arr. 1:50 pm	
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 March 19, 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>◆ Item 141 will be added to attach AFT’s addition to their initial bargaining proposal.</li> <li>◆ Item 504 Sabbatical Leave Projects—Council members discussed the fiscal impact and suggested wording to clarify that the costs are included within the District’s budget.</li> </ul>
B. Policies and Procedures Review ( <i>Cindy Miles</i> )	<ul style="list-style-type: none"> <li>◆ BP/AP Review Cycle – Chapters 1 and 2: The Chancellor announced that, in accordance with BP 2410 Board Policies and Administrative Procedures and AP 2410 Review, Preparation, and Revision of Board Policies and Administrative Procedures, Chapters 1 and 2 were selected for review in 2013. The Chancellor’s Office staff have finished reviewing the designated chapters, and appropriate revisions have been or will be forwarded to DEC for review. In accordance with AP 2410, the Chancellor’s Office will notify appropriate parties of the chapter to be reviewed in 2014.</li> <li>◆ Revisions remain in process on BP/AP 3435 Discrimination and Harassment Investigations, BP/AP 7320 Fingerprinting, and BP/AP 7270 Student Workers.</li> </ul>
C. Governance Handbook Triennial Evaluation— Discussion on how to evaluate the quality and effectiveness of the District’s participatory governance process.	<p>Survey examples for committee evaluations were distributed to Council members to review prior to the meeting. Council members discussed an annual review by each council/committee listed in the Handbook, methods for collecting responses, and how that would feed into the 3-year evaluation. Suggestions included developing 3-4 open-ended questions; ensuring council/committee members have sufficient time to consider the questions prior to answering; ensuring input is received from each member; and allowing individual councils/committees’ input as to how to collect responses from their members.</p> <p><b>Action:</b> Chris Tarman will draft an annual evaluation process for review at the next DEC meeting. Discussion next month will also include the 3-year evaluation on the governance process. <b>DEC members</b> were asked to think about the following question: If we are asking about the quality and effectiveness of our participatory governance process, from whom do we need feedback?</p>

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D. Campus Safety ( <i>Jim Mahler</i> )	<p>Cindy Miles introduced guests Lt. Jose Sanchez, interim chief of police, and Rick Cassar, faculty counselor at Miramar College.</p> <ul style="list-style-type: none"><li>◆ Lt. Sanchez provided an update on assessments of the police department and emergency response procedures; task force meetings for web communication and notification; and big-picture emergency training.</li><li>◆ Mr. Cassar provided information on the <a href="#">Behavioral Intervention Team</a> at Miramar College, and distributed the <i>Behavioral Reference Guide</i>, <i>BIT Referral Form</i>, <i>Community Mental Health Resources</i>, and <i>Help Lines</i> resource information which are linked to the website.</li></ul> <p>Council members discussed safety and emergency response concerns, and the need for a comprehensive communication plan and comprehensive training plan.</p> <p><b>Next steps:</b> The Communications Team will answer critical questions while the necessary assessments continue in process. <b>DEC members</b> were asked to send Valeri Wilson questions to be answered in the Team's initial communication.</p>
E. Next Meeting	The next DEC meeting will be held on Monday, April 8, 2013, at 1:00–2:30 p.m. in the Grossmont College Griffin Gate.

Adjourned: 2:35 p.m.