



**GCCCD VISION, MISSION, AND VALUE STATEMENT**

*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, October 7, 2013, 2:00–3:30 PM  
Grossmont College Griffin Gate

Chair: Chancellor	Cindy Miles	<input checked="" type="checkbox"/>	Confidential Admin Rep.	Tim Flood	<input checked="" type="checkbox"/>
VC Business Services	Sue Rearic	<input checked="" type="checkbox"/>	Confidential Employees Rep.	Kim Widdes	<input type="checkbox"/>
VC Human Resources	Marsha Edwards	<input checked="" type="checkbox"/>	Academic Senate President-CC	Alicia Muñoz	<input checked="" type="checkbox"/>
President-GC	Sunny Cooke	<input checked="" type="checkbox"/>	Academic Senate President-GC	Sue Gonda	<input checked="" type="checkbox"/>
President-CC	Mark Zacovic	<input checked="" type="checkbox"/>	Classified Senate President	Avelina Mitchell	<input type="checkbox"/>
ASGCC President	Jaclyn Marlow	<input type="checkbox"/>			
ASGC President	Esau Cortez	<input type="checkbox"/>	<b>Also Present:</b>		
AFT Representative	Jim Mahler	<input checked="" type="checkbox"/>	Classified Senate Rep	Linda Daley	<input checked="" type="checkbox"/>
CSEA President	Rocky Rose	<input type="checkbox"/>			<input type="checkbox"/>
Admin Assoc. President	Michael Copenhaver	<input checked="" type="checkbox"/>	Recorder	Sandy Rosenthal	<input checked="" type="checkbox"/>

**Convended:**

Discussion items	Action/Follow-Up
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- A. Review of October 15, 2013, Governing Board Dockets
- No 4:00 PM workshop

- 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.
- The Accreditation Teams will be meeting with Board Members at 4:00 PM.
  - Item 304 Ratification of Signatures—the council reviewed Attachment A and Rearic provided additional information on the following items:
    - #22 Go Car Wash—replace the word “police” with “CAPS service vehicles”. Will be transitioning from car detailing to occasional washing
    - Auxiliary contracts at both colleges will be transferred to the Auxiliary to assist in implementation
    - Income Agreements—the Sodexo contract is about to end and a committee will be set-up to bid for food services. There are two one-year extensions available before going out for bids. Sue will distribute the regulations to DEC on going out for bids
  - Item 402 GC 500 Complex Projector Screen Relocation; Permission to Award—the full contract cost is reflected on the docket
  - Item 501 Attachment A—Interim Assignments; As Janet

Discussion items	Action/Follow-Up
	<p>Castanos has completed her assignment as Interim Dean, the duration of appointment date will be revised to reflect the correct ending date. Pat Setzer is back in the Interim Dean position. Edwards will check on Pat Setzer’s contract to confirm it is still current.</p> <ul style="list-style-type: none"> <li>Item 502 Short Term Hourly Assignments—the Scanning Specialist is a one-time assignment</li> </ul>
<p>B. Annual Council/Committee Evaluation Survey</p> <ul style="list-style-type: none"> <li><a href="#">DEC Survey Evaluation Summary form</a></li> <li><a href="#">Draft Communication</a> of DEC Activities and Governance</li> </ul>	<p>The DEC Survey Evaluation Summary form was reviewed and approved with one revision: changing the word “vocalize” to “specify” and returned to Chris Tarman.</p> <p>The draft communication of DEC activities was reviewed and edited by the council. The memo will be revised and sent to council for feedback.</p> <p>Suggested revisions were:</p> <ul style="list-style-type: none"> <li>Linking the Governance Handbook</li> <li>Link to the committee and council web page</li> <li>Additional accomplishments</li> </ul>
<p>C. Board Policies/Administrative Procedures</p> <p><b>First Read</b></p> <ul style="list-style-type: none"> <li><a href="#">BP/AP</a> 3560 Smoking and/or Other Tobacco Use</li> <li><a href="#">BP</a> 6200 Budget Preparation</li> </ul> <p><b>Final Read following DCEC Review:</b></p> <ul style="list-style-type: none"> <li><a href="#">BP/AP</a> 4225 Course Repetition</li> <li><a href="#">BP/AP</a> 4227 Repeatable Courses (technical change)</li> </ul>	<ul style="list-style-type: none"> <li>AP 3560 Smoking and/or Other Tobacco Use—a revision was recommended as complaints have been received to include electronic cigarettes and they are a distraction. This procedure will return to DEC for a second read.</li> <li>BP 6200 Budget Preparation—Proposed changes were recommended from DSP&amp;BC, the State Chancellor’s Office, and are standard with other districts. The change would transition the calculations based on previous year expenses to current year expenses. The policy will move forward to the October docket.</li> <li>The following BP/APs listed for final read were approved to move forward with corrections as noted:             <ul style="list-style-type: none"> <li>BP/AP 4225 Course Repetition</li> <li>BP 4227 Repeatable Courses</li> <li>AP 4227 Repeatable Courses—replace the word “repletion” with “repetition”</li> </ul> </li> </ul>
Additions to the Agenda	
<p>D. Accreditation Preparation</p> <ul style="list-style-type: none"> <li>Possible visiting team meetings</li> </ul>	<p>The Visiting Accreditation teams have not requested meetings with DEC or DSP&amp;BC members, however, the council was asked to keep the morning of Monday, October 14, open, to accommodate team meeting requests.</p>
<p>E. Governance Structure Handbook Update (Rearic)</p> <ul style="list-style-type: none"> <li><a href="#">Technology Steering Committee (TSC)</a></li> </ul>	<p>Rearic proposed the new Technology Steering Committee (TSC) as an overarching committee that would take recommendations from ATC and ITC to prioritize new and emerging technology and make recommendations to DSP&amp;BC. The council questioned if TSC would replace ATC and ITC, and if this committee is needed. It was agreed that the TSC proposal would be discussed at ATC and ITC regarding more efficient ways to reach decisions about technology</p>

Discussion items	Action/Follow-Up
	implementation. It will go back to DSP&BC for a second review.
F. Finance/HR – Payroll System Procurement Update (Rearic)	Deferred
G. Next Meeting	<b>Tuesday, November 12, 2013, at 1:00 – 2:30 PM, Cuyamaca Student Center, I-209</b>