



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

Tuesday, September 3, 2013, 1:00–2:30 PM
Cuyamaca College Student Center Room I209

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 checked="" 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"/>	Also Present:		
AFT Representative	Jim Mahler	<input checked="" type="checkbox"/>	Interim VC Human Resources	Tim Corcoran	<input checked="" type="checkbox"/>
CSEA President	Rocky Rose	<input checked="" type="checkbox"/>	Sr. Dean RPIE	Chris Tarman	<input checked="" type="checkbox"/>
Admin Assoc. President	Michael Copenhaver	<input checked="" type="checkbox"/>	Recorder	Jennifer Danks	<input checked="" type="checkbox"/>

Convended: 1:14 PM

Discussion items	Action/Follow-Up
<p>A. Review of September 3 and September 10, 2013, Governing Board Dockets</p>	<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"> ▪ 9/3/13 docket - Adoption Budget Workshop—will be held today at 4:00 PM, Cuyamaca College Student Center ▪ 9/10/13 docket - 4:00 PM Board Workshop—the Board’s role in accreditation ▪ Item 304 Ratification of Signatures—the council reviewed Attachment A. Rearic provided additional information on the following items: <ul style="list-style-type: none"> ○ #2 Total Compensation Systems will perform an analysis of post-retirement employee benefits, liability, and annual cost regarding health benefits ○ #8 Alliance for Schools for Cooperative Insurance Programs includes workers compensation and liability coverage ○ #24 Student Insurance, the District has gone with this company in the past and is changing back to save money ▪ Item 305 Adoption Budget—is going to the Board for approval on September 10 as it is required to be filed with the State by September 15. Following today’s Board workshop, a revised budget may be posted on Wednesday, if necessary. ▪ 501 Personnel Actions—Cooke requested that the two Admissions & Records Specialists positions be designated for the Culinary Arts

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<p>B. Annual Council/Committee Evaluation Survey</p> <ol style="list-style-type: none"> 1. Send survey to council/committee chairs/leads this fall – C. Tarman 2. Chairs will share feedback with DEC in short summary form 3. Consider revisions to the Governance Handbook as recommended by community survey 4. Timeline 	<p>Program. Miles clarified the number of CAPS employees are eight, consisting of two current employees and six new employees.</p> <p>Christopher Tarman presented the DEC survey results for Spring 2013 (previously discussed at the June 10, 2013, and August 12, 2013 DEC meetings) for further discussion. In evaluating the survey process and tools, members made the following recommendations:</p> <ul style="list-style-type: none"> ▪ Add a hyperlink to the council/committee charge <p>As a result of the survey feedback, the following changes to the meeting occurred:</p> <ul style="list-style-type: none"> ▪ A break was added between the end of the DEC meeting and the beginning of the DSP&BC meeting ▪ On follow-up actions, vocalize next steps and provide a report back to DEC ▪ More communication from DEC - members discussed the possibility of distributing an annual report that includes the following: <ul style="list-style-type: none"> ▪ DEC accomplishments ▪ Identification of “who are your DEC reps” with photos ▪ DEC Intranet location ▪ Governance Structure Handbook information <p>The council/committee survey will be distributed to the following council members:</p> <ul style="list-style-type: none"> ▪ District Strategic Planning & Budget Council (DSP&BC) ▪ District Coordinating Educational Council (DCEC) ▪ District Accreditation Coordinating Council (DACC) ▪ Diversity, Equity & Inclusion Council (DEIC) <p>Timeline for survey:</p> <ul style="list-style-type: none"> ▪ September – distribute survey to the four remaining major councils ▪ November 12 – DEC members bring feedback to meeting <p>Ongoing -- the timeline for the council/committee survey will begin in March with results discussed at DEC in May.</p> <p>Actions:</p> <ul style="list-style-type: none"> ▪ Tarman/Danks will complete the <i>Council/Committee Evaluation Summary</i> form for the DEC survey results and distribute to DEC for review at the next meeting. ▪ Miles will draft a communication and distribute to DEC members for feedback
<p>C. Classroom Door Locks</p>	<p>Rearic reported Dale Switzer is leading a Facilities Standards Committee with representatives from all groups and sites to set standards for the variety of door types currently installed throughout the District, as well as new doors. The standards will be published for contractor information on bids.</p>

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	<p>Mahler mentioned there was legislation passed last year for K-12 that can be researched.</p> <p>Miles said we are waiting for faculty names for the Standards Committee on Doors, Audio, and Video. She said they will make recommendations not only in terms of building standards but also on safety based on what the safety experts recommend.</p> <p>Actions:</p> <ul style="list-style-type: none"> ▪ Rearic will mention this in her Board report ▪ Switzer will hold meetings throughout the fall, obtain feedback, and draft a recommendation for not only new, but also existing doors. ▪ Rearic will report back to DEC
Additions to the Agenda	
<p>D. Preparation for accreditation</p>	<p>Miles mentioned that accreditation visiting teams like to meet with the major councils or equivalent to obtain a districtwide perspective. In the event such a meeting of DEC is requested, she asked that everyone be as flexible as possible.</p> <p>Actions:</p> <ul style="list-style-type: none"> ▪ Council members asked to review the self-evaluations, particularly Standards I and IV ▪ Cooke and Zacovic will bring mock questions to the next DEC meeting
<p>E. Next Meeting</p>	<p>Monday, October 7, 2013, at 2:00 – 3:30 PM, Grossmont College Griffin Gate</p>

Adjourned: 2:33 PM