



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, May 9, 2016, 1:00–2:30 PM
Cuyamaca College, Student Center, Room I-209

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|------------------------|---------------------------------|-------------------------------------|--------------------------------|-----------------|-------------------------------------|
| Chair: Chancellor | Cindy Miles | <input checked="" type="checkbox"/> | Confidential Admin Rep. | Kim Widdes | <input checked="" type="checkbox"/> |
| VC Business Services | Linda Bertolucci for Sue Rearic | <input checked="" type="checkbox"/> | Confidential Employees Rep. | Cheryl Detwiler | <input checked="" type="checkbox"/> |
| VC Human Resources | Tim Corcoran | <input checked="" type="checkbox"/> | Academic Senate President-CC | Alicia Muñoz | <input checked="" type="checkbox"/> |
| President-GC | Nabil Abu-Ghazaleh | <input checked="" type="checkbox"/> | Academic Senate President-GC | Tate Hurvitz | <input checked="" type="checkbox"/> |
| President-CC | Julianna Barnes | <input checked="" type="checkbox"/> | Classified Senate President-CC | Ari Ahmadian | <input checked="" type="checkbox"/> |
| ASGCC President | Mariah Moschetti | <input type="checkbox"/> | | | |
| ASGC President | Baredu Morka | <input type="checkbox"/> | Also Present: | | |
| AFT Representative | Jim Mahler | <input type="checkbox"/> | Recorder | Rosie Ibarra | <input checked="" type="checkbox"/> |
| CSEA President | Eddie Vasquez | <input type="checkbox"/> | | John Valencia | <input type="checkbox"/> |
| Admin Assoc. President | Michael Copenhaver | <input checked="" type="checkbox"/> | | | |

| Action Item | Who | Due by |
|--|-----------------|--------|
| Docket Item 310 Out-of-Country Travel to Cameroon, Africa for International Conference, May 24 to June 5, 2016—Further review to determine if this will proceed on the docket for May. Faculty request form will be forwarded to Tim C./Kim W. <i>Update:</i> The off-campus leave request was forwarded to Tim C./Kim W.; this item will move forward on the docket for May. | Nabil A. | ASAP |
| Docket Item 311 Out-of-Country Travel to Berlin, Germany for a 4-Week Language Immersion Program, June 2 to July 2, 2016—Nabil will prepare a letter to the foundation. This item will be removed from the docket. | Nabil A. | ASAP |
| Next Meeting: Monday, June 13, 2016, 1:00–2:30 PM, Grossmont College, Griffin Gate | All | |

| Discussion items | Action/Follow-Up |
|---|---|
| A. Tuesday, May 17, 2016, Governing Board Docket: <ul style="list-style-type: none"> 4:00-5:00 p.m., Joint GCCCD/GUHSD Board meeting regarding the East County Education Alliance, Cuyamaca College Student Center, Room I-207 | Item 310 Out-of-Country Travel to Cameroon, Central Africa for International Conference, May 24 to June 5, 2016 —There was discussion if this item should move forward to the Board, due to a concern whether there is insurance coverage for liability while in Central Africa. The question is whether to have an off-campus request form or a leave of absence form. It is not a college-funded travel, however, there needs to be further research to see what form was signed for approval. |

| Discussion items | Action/Follow-Up |
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| | <p>Item 311 Out-of-Country Travel to Berlin, Germany for a 4-Week Language Immersion Program, June 2 to July 2, 2016—The details were explained to the council: Four students have received a scholarship from the Checkpoint Charlie Foundation. There is also a German Department fund held by the Foundation, in which funds are being requested for these students. The main issue is how to release the funds to these students. A comment given was that this is a fantastic opportunity for the students, and shouldn't be lost. After discussion, it was agreed that Nabil will change the definition of the scholarship to an award, and define it correctly, noting that it is for the German students based on the criteria used to select them for the scholarship. This is simply an award to the students, with an award letter to satisfy a legal read for the foundation to release the funds. (This item will be removed from the docket)</p> |
| <p>B. Review Governance Structure Triennial Council/Committee Evaluation</p> | <p>Chris distributed the GCCCD Council Evaluation form rather than an on-line survey. He will collate the responses following discussion.</p> <p>Chris asked the following questions:</p> <p><u>Charge and Membership:</u></p> <ul style="list-style-type: none"> • How effective is DEC in meeting the charge? • Do you have any changes or improvements? • Is key information getting to and from the council? • Is everyone here that needs to be? <p>Response: Everyone agreed the charge and membership is good as it reads.</p> <p><u>Meeting Conduct:</u></p> <ul style="list-style-type: none"> • Are the length of meetings appropriate? • Does DEC use its time effectively? • Are the minutes reflecting what happened in the meetings? <p>Julie—Perhaps the break between DEC and DSP&BC is too long.</p> <p>Response: The group agreed and decided to shorten the break and end on the quarter hour (2:15 p.m.), with a 15 minute break between meetings. DSP&BC will begin at 2:30 p.m.</p> <p><u>Participation:</u></p> <ul style="list-style-type: none"> • Is everyone participating? <p>Kim—There is still no participation from some groups. Although she felt that the student reps attend as necessary.</p> |

| Discussion items | Action/Follow-Up |
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| | <p>Tate—The more they engage as a group and collectively think about the items on the agenda, makes the meetings more productive. Michael agreed.</p> <ul style="list-style-type: none">• Chris mentioned that in 2013 review, there were vocalized next steps and follow-ups, and asked if this has been happening? <p>Response: Cindy mentioned the meeting notes now have action items and follow-ups in red on the front page of the notes.</p> <p>Ari—For Classified Senate, currently there are three council members, one from each site. She feels they don't always get the time to meet with their groups and coordinate over the docket and DEC agenda. The main reason is because the DEC agendas come out the Friday before the DEC meeting. She asked if there is a way to get the agenda out sooner.</p> <p>Response: Cindy mentioned it would be hard to get the agenda out sooner with HR, Business Services, Purchasing & Contracts, and the Chancellor's Office all involved in docket item preparation. She also noted that the review of docket is for transparency and explanations. DEC is an advisory body to the Chancellor, so although their input is valued, action and approval is not what is required. Cindy said she would be happy to meet separately with Classified Senate about Board and DEC items if desired.</p> <p>Response: Julie mentioned that technically, there is time between DEC and the Governing Board meeting. Even though it would be after the DEC meeting, any concerns can be given to the Chancellor's Office.</p> <p>Closing questions:</p> <ul style="list-style-type: none">• Chris asked if there was anything else in regard to the workings of the council. Suggestions for improvement?• Governance Handbook changes? <p>Tate—Asked why the DEC agenda and notes are emailed to the council as a link to the Intranet and not as a document attachment to the email.</p> <p>Response: Rosie said that only DEC members review the draft docket and DEC agenda, therefore the notes and agenda are posted on the Intranet and sent as a link, and not as an attachment to the email.</p> |

| Discussion items | Action/Follow-Up |
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| | <ul style="list-style-type: none"> • Chris asked how the decision making process is working as a whole? Too many meetings, etc.? • Who makes these final decisions? • Who is reviewing how everything works? <p style="color: red;">Response: Cindy said DEC is the council to review all final matters in the District. However, it is everyone's job at the leadership table.</p> <ul style="list-style-type: none"> • Chris suggested that DEC review all of the other governance structures. <p>Michael—It's been a while since the Colleges have looked at their governance structure so that is a great idea.</p> <p style="color: red;">Response: Everyone agreed.</p> <p>Cheryl—She feels that the open conversations are a great idea; website surveys are sometimes hard to do.</p> |
| <p>C. Board Policies/Administrative Procedures</p> <p>Fourth Read</p> <ul style="list-style-type: none"> • BP 7335 Health Examinations <p>Second Read</p> <ul style="list-style-type: none"> • BP/AP 6800 Occupational Safety (and delete BP 3508 Workplace Safety) <p>First Read</p> <ul style="list-style-type: none"> • BP/AP 3530 Weapons on District Property • BP/AP 7700 Whistleblower Protection | <p>The following board policies and administrative procedures will move forward to the Governing Board for approval:</p> <ul style="list-style-type: none"> • BP 3508 Workplace Safety - Delete • BP/AP 3530 Weapons on District Property • BP/AP 6800 Occupational Safety • BP 7335 Health Examinations • BP/AP 7700 Whistleblower |