



GROSSMONT-CUYAMACA  
COMMUNITY COLLEGE DISTRICT

**Districtwide Executive Council**  
**Monday, February 7, 2005**  
**District Annex Conference Room**

**Meeting Notes**

Present: J. Althaus, M. Amov, J. Austin, B. Lastimado, T. Martinez, G. Perri, D. Quittner, R. Rose, C. Slusher, B. Smith, O. Suarez, B. Tiffany, R. Walker

Absent: S. Beasley, J. Ford, J. Wales

Others Present: H. Eimstad, T. Garfield, D. McDade, P. Setzer, D. Simms, P. Tillery

Recorder: J. Danks

**Review of February 22 Regular Governing Board Meeting Agenda**

Suarez presented the February 22 regular Board docket for review.

- ▶ Closed Session—Austin requested the addition of pending litigation pertaining to the Cuyamaca College EIR; Lastimado requested the addition of pending litigation pertaining to adjunct faculty member mediation process.
- ▶ Item 201—Resolution 05-009-Intention to Offer to Dedicate (Irrevocable) the Life Safety Road Extension of Grossmont College Drive to the City of El Cajon for Public Street Purposes—Austin stated the District will dedicate Grossmont College Drive to the City of El Cajon. The advantage to District is that the City will perform the utility work valued at approximately \$175,000 and maintain the right-of-way.
- ▶ Item 306—Out-of-Country Travel to Jerusalem, Israel—Martinez introduced this item. Austin added the State Department should be contacted to obtain an advisory on the travel to foreign country.
- ▶ Item 405—Preliminary Plans—75% Review Grossmont College Parking Structure-Austin stated this item is for the Board's final approval.
- ▶ Item 659—Sabbatical Leave Requests 2005/2006—Suarez stated sixteen applications for sabbatical leaves were considered; nine were granted and will be moved forward for the Board's consideration.

Austin reported on budget, finance, and public works items. Lastimado reported on personnel items.

**Shared Governance Model/Districtwide Executive Council**

Suarez stated that to allow for adequate notice to all interested parties, discussion on this item would be postponed to the March 7, 2005, DEC meeting.

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**Operations Procedure IS8—Computer Systems/User Rights and Responsibilities**

Austin introduced District counsel Timothy Garfield, Esq. and Administrative Assistant Paula Tillery. Austin distributed *IS8 Computer Systems/User Rights and Responsibilities* and stated the item was for discussion only. Legal counsel Timothy Garfield, Esq. recommended proposed edits and explained the procedures and the legal basis supporting change. Council discussion included requests for further definition of misconduct and public record, protection and exemption of student records, administrators viewing hard drives, academic freedom, Associated Students GC/CC rights, and whether changes are negotiable with bargaining units.

Action: Attorney Garfield will prepare a draft IS8—Computer Systems/User Rights and Responsibilities for a future DEC meeting.

**Operating Procedure PM1**

Austin distributed three handouts, *PM1—Preparation of An Operating Procedure, Operating Procedures Alpha Index, and Outline of Current Practice*. Austin explained the process, which has been in place since 1996, for changes and modifications to procedures. The question posed to the Council was do we want to modify or change how we do the procedures. There was discussion on vetting changes/modifications to procedures through shared governance, defining what the changes are, and adding a process for modifying procedures.

Action: Austin will draft changes for a future DEC meeting.

**Hiring Process**

Martinez stated he has been working with Lastimado to streamline hiring practices and speed up the hiring process. Lastimado indicated a committee would be formed to make a recommendation. The committee's recommendation will be brought to a future DEC meeting.

**January 10 DEC Meeting Notes posted to the District website**

The January 10 DEC meeting notes are posted on the District website.

The meeting adjourned at 2:24 p.m.

jjd