



**Districtwide Executive Council**  
**Monday, March 7, 2005**  
**Heritage of the Americas Museum**

**Meeting Notes**

Present: J. Althaus, S. Beasley, J. Ford, B. Lastimado, T. Martinez,  
G. Perri, D. Quittner (late), C. Slusher, B. Smith (late), B. Tiffany, R. Walker

Absent: M. Amov, J. Austin, R. Rose, O. Suarez, J. Wales

Others Present: B. Eygenhuysen (Director Risk Management), T. Garfield (Legal Council),  
S. Haber (CC Academic Senate), B. Jennings (CC Academic Senate),  
S. Rearic (Sr. Dir/Controller), P. Santana (CC Academic Senate),  
B. Schmiede (late GC Academic Senate), P. Setzer (CC Academic Senate),  
B. Starks (Director Purchasing and Contracts)

Recorder: J. Danks

**Changes/Additions to the Agenda**

Lastimado chaired the DEC meeting on behalf of Chancellor Suarez. Barbara Starks and Sue Rearic attended on behalf of Vice Chancellor Austin.

Addition of options for the Associate degree level for English and Math.....Walker

Delete Item C—Operating Procedure PE20—Cooperative Career Education/Work Experience.....Rearic

Handout – Analysis of the 2005-06 Budget Bill, *State’s Effort to Equalize District Funding Should Remain a High Priority*.....Quittner

**Review of March 15 Regular Governing Board Meeting Agenda**

Lastimado presented the March 15 regular Board docket for review.

- ▶ 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—Starks stated the District will hold a public hearing regarding the dedication of Grossmont College Drive to the city of El Cajon prior to adoption consideration.
- ▶ Item 202—Governing Board Direction to Income Allocation Task Force—Quittner stated this item was prepared at the request of the Income Allocation Task Force Committee to obtain Board direction and understanding of the parameters.
- ▶ Item 304—Ratification of Signatures on Agreements—Starks distributed Attachment A.
- ▶ Item 306—Tax and Revenue Anticipation Notes—Rearic stated this item would be pulled and placed on the April agenda.

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Starks reported on budget, finance, and public works items. Lastimado stated there would be no pre-Board tour, and reported on personnel items.

### **Shared Governance Model/Districtwide Executive Council**

Quittner introduced the item for discussion and stated, this item was brought forward from the previous DEC meeting for feedback on the shared governance model. She noted the absence of all Grossmont Academic Senate Executive Council Members (B. Smith, B. Schmiede, J. Carmean, V. Howitt). Ford and Lastimado posed the question if it should be delayed for discussion since it is a Grossmont Academic Senate item, which was met with general opposition from Cuyamaca Academic Senate Executive Committee Members. Quittner requested feedback from the group representatives present, and stated the Grossmont Academic Senate could request that it be brought back for discussion. Ford stated Cuyamaca College Academic Senate does not feel there is a problem with shared governance. Walker stated shared governance only works when you are here. Setzer stated the Grossmont Academic Senate Executive Committee Members were not present because they were speaking with a reporter from the Union Tribune about their vote of no confidence against the Chancellor, and added that it was taking precedence over participating in shared governance. He continued to say that this was not the first time Cuyamaca faculty sacrificed the time they could be using to prepare for students to attend a workshop/discussion at the behest of the Grossmont Senate concerning their grievances and issues. Setzer indicated Grossmont Academic Senate Members held a Districtwide workshop on SLOs, which was scheduled because of the lack of activity on the part of Grossmont Senate. Cuyamaca gave up their time, traveled to Griffin Gate, attended, and then half way through it, Grossmont faculty left. Setzer stated we are here because they have an issue with shared governance, yet they are not present. Setzer protested stating as professionals, their time is valuable time that could be spent serving students instead of treading water at the behest of colleagues. Santana stated she was furious; she had an appointment with her oncologist, which she cancelled to be here. She was professionally and personally offended.

Quittner requested feedback from the various DEC constituencies present on the function and problems related to shared governance. Tiffany (Administrators Association) stated he could not comment until he discussed it with the Administrators Association. Beasley (CSEA) stated as long as they are vigilant, there are no problems with shared governance. Althaus (Supervisory/Confidential) stated the group does not have a problem with shared governance. Martinez would like verification and examples of the types of topics/issues to present to DEC.

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

Rearic distributed drafts of proposed edits and changes to Operating Procedures, and introduced District counsel Tim Garfield, Esq., who explained the legal basis supporting changes for Operating Procedure IS8. Council discussion included requests for further clarification of threatening language, a distinction between student records and personnel records with regard to rights of privacy, at what level a request for access to records starts, i.e., President or Vice Chancellor, a 48-hour time limit within which to access files, types of violations, ensuring teaching materials and grades are accessible.

Action: Attorney Garfield will prepare another draft of IS8—Computer Systems/User Rights and Responsibilities and email to Austin to distribute for Senate meetings. The topic will be placed on the May agenda.

### **Operating Procedure PM1—Preparation and Revision of an Operating Procedure**

Rearic stated the word "revision" was being added to the title. There was discussion among Council members as to "editorial" changes versus "content" changes and when a topic returns to DEC for discussion.

### **Operating Procedure TR1—Travel Expense**

Rearic explained the recommended changes to the policy: The definition of non-qualifying activities or events are clarified; "assigned work site" replaces "off campus" to reflect the reality that some staff members have primary work sites that are not on a campus; clarifies reimbursement status for employees who receive

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an automobile allowance; alcoholic beverages are removed from being an allowable reimbursable expense; and "rental vehicles" added.

There was additional discussion concerning use of travel forms being two parts, i.e., permission to travel, and travel budget authorization.

Action: Rearic to return to DEC with clarification of travel forms.

### **Conversion to Paperless Docket**

Lastimado and Rearic provided information regarding conversion to a paperless docket system. Suggestions and comments can be sent to Rosa Buss.

### **Tobacco Use Policy**

Eygenhuysen distributed a Tobacco Use Policy Update, and a Smoking Policy Education and Enforcement Procedure RM7. He stated the Tobacco Use Committee was reviewing the current policy to make recommendations for modifications to the policy and procedures for implementing it. The Tobacco Use Policy Update would amend the old format of the District's current policy BP 227. He displayed signage recommended by CASA that could be placed on the campuses. Walker expressed opposition to the policy update as presented, stating it was not consistent with the Tobacco Use Committee's recommendations and not properly vetted through this council. Lastimado recommended this be brought back to DEC for recommendation of a unified policy and procedure to submit to cabinet for review and recommendation.

### **Math and English Options for Associate Degree**

Walker requested clarification on the statewide Academic Senate options for associate degree levels in Math and English. The statewide Academic Senate had three options in English, Grossmont chose Option 1, which is English as status quo, one level below English 1A, which is the minimum allowable level to transfer. For math, options statewide and on our campus, Grossmont chose Option 2, which is intermediate algebra, which is one level below transfer.

### **February 7 DEC Meeting Notes posted to the District website**

The February 7 DEC meeting notes are posted on the District website.

The meeting adjourned at 2:24 p.m.

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