



GROSSMONT-CUYAMACA
COMMUNITY COLLEGE DISTRICT

Districtwide Executive Council

**Monday, December 3, 2007, 1:00 p.m.
District Annex Conference Room**

Meeting Notes

Present: Z. Close (left 2:20 p.m.), S. Cooke, B. Hertel, C. Hill, W. Hutson (arr. 1:40 p.m.),
B. Lastimado, D. McDade, G. Perri, D. Quittner, S. Rearic,
J. Recktenwald

Absent: S. Farhan, J. Fenningham, J. Ford, R. Rose, O. Suarez

Others Present: J. Althaus, B. Eygenhuysen (left 2:00 p.m.), E. Cardenas, (arr. 2:20 p.m.)

Recorder: V. Wilson

Convened: 1:10 p.m.

Vice Chancellor Human Resources & Labor Relations Lastimado chaired the meeting.

Smoking Survey Results

Bob Eygenhuysen distributed *Smoking Policy Survey—Results*, showing an even split in votes for designated smoking areas versus a non-smoking campus. He reported that the number of complaints regarding second-hand smoke has gone down with the installation of the designated smoking areas. *BP 6810 Smoking Ordinance* was distributed and reviewed. The Council discussed the policy, survey results, task force recommendations, and options. The recommendations from DEC are that: (1) the District continue with designated smoking areas as there is no mandate at this time to go non-smoking, and (2) BP 6810 be revised to delete the last sentence of the policy.

Review of the December 11, 2007, Governing Board Docket

Lastimado presented the December 11, 2007, regular Board meeting docket for review.

- Item 110—Minutes—the draft November 13, 2007, regular meeting minutes were electronically distributed.
- Item 304—Ratification of Signatures on Agreements—Rearic distributed Attachment A.
- Items 501—Personnel Actions—the draft docket item and attachment were electronically distributed. Cooke reported that one of the Grossmont College items is premature and will be removed from the attachment.
- Item 502—Short-Term Hourly Assignments—the draft docket item and attachments were electronically distributed.

- Item 503—Short-Term, Student, and Work Study Hourly Pay Schedule Minimum Hourly Rate Increase—the draft docket item and attachments were electronically distributed.

Policies and Procedures

Hertel distributed *Districtwide Coordinating Educational Council Board Policies/Administrative Procedures Review Information Sheet* outlining the process for the Districtwide Coordinating Educational Council (DCEC) to review the policies and procedures in Chapters 4 and 5. There was no objection by DEC to moving these chapters to DCEC for the 60-day review process.

➤ Final Reading

- AP 3540 Sexual and Other Assaults—Rearic distributed both the proposed procedure and the sample procedure provided by the Community College League of California (CCLC). The Council discussed the following changes:
 - Lastimado and Rearic will work on language directing the accused to information on their rights and available assistance.
 - In the last bullet item, change “post” to “publish” to clarify the meaning.

After making the above changes, Rearic will forward the procedures to DEC and to the Chancellor for approval and issuance.

- AP 5075 Course Adds and Drops—Rearic will delete the three lines at the bottom defining “inactive students” and email the revised copy to DEC. If there are no further comments, she will forward the procedure to the Chancellor for approval and issuance.
- AP 3720 Computer and Network Use—Rearic distributed the chronological history of AP 3720 along with the procedure. The subcommittee working on this procedure will meet and set a timeline for completion.

Due to lack of time, the policies and procedures remaining on the agenda will be brought back to the next DEC meeting.

Other

The December 3, 2007, meeting Notes were distributed.

The meeting adjourned at 2:45 p.m.