



GROSSMONT-CUYAMACA  
COMMUNITY COLLEGE DISTRICT

## Districtwide Executive Council

Monday, February 12, 2007, 1:00 p.m.  
Griffin Gate

### Meeting Notes

Present: Z. Close, D. Colli, J. Ford, B. Hertel, D. McDade, G. Perri, S. Rearic,  
J. Recktenwald, S. Seevers, B. Smith, O. Suarez, B. Tiffany

Absent: B. Hash, B. Lastimado, D. Quittner, R. Rose

Others Present: Bob Eygenhuysen, Chris Hill, Pat Ardilla

Recorder: V. Wilson

Convened: 1:10 p.m.

#### Additions/Deletions to Agenda

District Governance and Committee Structure document revisions (deleted)

#### Review of February 20, 2007, Regular Governing Board Meeting Agenda

The Chancellor presented the February 20, 2007, regular Board meeting docket for review.

- **Item 104—Closed Session**—Close asked if the closed session item descriptions could be made clearer, in case the public wants to make comments before closed session begins. DEC discussed that the attorneys suggest wording to comply with privacy rights.
- **Item 201—Board Policy Updates**—Board policies BP 1200—District Mission and BP 2710—Conflict of Interest are on the agenda for final reading and, pending objections, will be submitted to the Board for action.
- **Item 304—Ratification of Signatures on Agreements**—Attachment A was distributed.
- **Item 402—Bid C7463—Grossmont College 400 Gym Renovation; Permission to Award**—Prior to the Board meeting, Rearic and Tim Flood will revise the name to reflect the project more accurately.
- **Item 405—Bids C5504, C5507, C5508, C5511—C5516, C5520, and C5521—Grossmont College Science Building; Notice of Completion and Release of Retention**—Colli questioned work done on tables and the costs for redesign and retrofit. Rearic will discuss the matter with Tim Flood before releasing retentions.
- **Item 501—Personnel Actions**—Lastimado electronically distributed the item.
- **Item 502—Short-Term Hourly Assignments**—Lastimado electronically distributed the item.

Bob Eygenhuysen reported on the personnel information items and stated that the number of faculty receiving full tenure and renewed contracts is evidence of the high quality of faculty.

Rearic reported on budget, finance, and public works items. Presidents Perri and Colli reported on travel items. The Chancellor reported on the Information and Report of the Chancellor items.

### **March 27, 2007, Governing Board Workshop Part 2: Collegial Consultation**

In consultation with the Board, the Chancellor invited Diane Woodruff, CCLC Vice President, and Ian Walton, ASCCC President, to give a presentation on collegial consultation (AB 1725). The meeting will be open for DEC members to bring key people to the workshop and ask questions of the presenters.

The Chancellor asked DEC members to make workshop presentations for the Board. DEC discussed having the two presidents go through shared government procedures at the college level and how they link with the district process. DEC members can address their experience with the local college or district consultation process.

Smith asked whether it would be useful to have just the guest presenters this time and then schedule another workshop on the shared governance procedures. The Chancellor will discuss with Trustee Alexander how he wants to proceed.

### **District Business Meetings**

DEC discussed setting aside 2 hours, twice a month, for additional District business meetings. Colli and Perri are to give Rearic a grid of college shared governance meetings, which Rearic will combine with the District schedule to find available times.

### **Hiring Committee Structure**

DEC will discuss the hiring committee structures next month, and members were asked to read the first few pages of PE9 before the March meeting.

### **Policies and Procedures**

Smith asked what constitutes a "reading" and at what point she should bring the draft policy or procedure to the senate for review and comment. DEC discussed that the item did not need to be read or discussed in the DEC meeting to be a "reading." Ford shared the Cuyamaca senate's procedures. Dr. Suarez stated that the majority of the policy revisions (or new policies) are due to legal/code changes that we are required to update, have been written by attorneys, and we would not want to change the recommended and advised wording.

### **Final Reading:**

- BP 1200–District Mission–Revisions reflect the new Mission Statement as approved by the Governing Board at the December meeting. As this is a technical change only, with the mission statements already approved, the policy will be submitted to the Board this month.
- AP 2350–Speakers–This new procedure is from CCLC and supports the policy with the time limit of 4 minutes per speaker.
- AP/BP 2710–Conflict of Interest–The policy was submitted to the Board in December, but was held pending completion of the associated procedure. The policy will be resubmitted to the Board at the February meeting and the Chancellor will issue the procedure.
- AP 3410–Nondiscrimination–This new procedure supports the policy approved at the December Board meeting.
- Rearic distributed the following procedures:
  - ◆ AP 6100–Delegation of Authority
  - ◆ AP 6150–Designation of Authorized Signatures
  - ◆ AP 6330–Purchasing
  - ◆ AP 6331–Purchasing Jointly Through Other Public Agencies
  - ◆ AP 6340–Bids and Contracts

- ◆ AP 6350–Contracts–Construction
- ◆ AP 6360–Contracts–Electronic Systems and Materials (Computers)
- ◆ AP 6365–Accessibility of Information Technology

DEC asked about redline versions for the above procedures, to which Rearic responded that the procedures were new, not revised.

- AP 6810–Smoking Ordinance–DEC discussed enforcement procedures and responsibilities. Further comments should go to Bob Eygenhuysen and the procedure will be distributed again at the March DEC meeting.

**Second Reading:**

The following were distributed for a second reading:

- BP 2010–Board Membership
- BP 2100–Board Elections
- AP/BP 2110–Vacancies on the Board
- AP 2410–Preparation and Revision of Board Policies and Administrative Procedures
- BP 2715–Code of Ethics/Standards of Practice
- BP 4225–Course Repetition
- BP 5016–Probation, Disqualification, and Readmission
- BP 6740–Citizens' Bond Oversight Committee

Comments and questions should go directly to the stakeholders. These policies and procedures will all be scheduled for a final reading at the March DEC meeting.

**First Reading:**

The following were distributed for a first reading:

- AP/BP 3518–Child Abuse Reporting
- AP 3540–Sexual and Other Assaults on Campus
- AP 6740–Citizens' Bond Oversight Committee

Comments and questions should go directly to the stakeholders. These policies and procedures will all be scheduled for a second reading at the March DEC meeting.

The Chancellor's office will send out an email stating which of the "Final Reading" policies and procedures will be finalized and which will be held for another reading.

**Other:**

January 8, 2007, meeting Notes were distributed.

Adjourned: 2:45 p.m.