



## Districtwide Executive Council

Monday, June 11, 2007, 1:00 p.m.  
Griffin Gate

### Meeting Notes

Present: Z. Close, D. Colli, S. Farhan, J. Ford, B. Hertel, C. Hill, W. Hutson,  
B. Lastimado, D. McDade, G. Perri, D. Quittner, S. Rearic,  
J. Recktenwald, O. Suarez

Absent: R. Rose, B. Tiffany

Others Present: Bob Eygenhuysen, Jim Fenningham, Wayne Beach

Recorder: V. Wilson

Convened: 1:25 p.m.

The Chancellor welcomed new members, and DEC members introduced themselves.

### Governing Board Meetings

#### ➤ June 19, 2007, Regular Board Meeting

The Chancellor presented the June 19, 2007, regular Board meeting docket for review.

- Items 205 and 206—Accreditation Self-Study Reports—The reports are still under review and may be pulled before the Board meeting.
- Item 304—Ratification of Signatures on Agreements—Attachment A was distributed.
- Item 501—Personnel Actions—Lastimado electronically distributed the draft item. There will be additions before the Board meeting, including actions for: Rick Kirby, Cardiovascular Technology Coordinator; Brad Phillips, CalPASS Director; and Bob Hertel, Assoc. Vice Chancellor—Districtwide Academic, Student, Planning & Research.
- Item 502—Short-term Hourly Assignments—Lastimado electronically distributed the draft item, and stated there will be additions to the item before the Board meeting.

#### ➤ June 12, 2007, Tentative Governing Board Workshop

The Tentative Budget will be presented to the Governing Board. There are no action items.

## **District Governance Structure Document**

Quittner distributed pages i-vii of the District Governance Structure document. Quittner will work on discussed revisions and then email the document to DEC. If DEC approves the revisions, she will move on to the committee structure section of the document.

## **Policies and Procedures**

### **➤ Final Reading**

- BP 2010 Board Membership–DEC sent this policy to the Governing Board for action in March. The Board pulled the policy pending legal review of the student trustee section. Legal review and Community College League of California (CCLC) recommendation both say the BP is appropriate as written, and the policy will return to the Board with no revisions.
- The technical changes to the following policies were all recommended to go forward to the Board for action:
  - ♦ BP 2435 Evaluation of Chancellor
  - ♦ BP 2740 Board Education
  - ♦ BP 2745 Board Self-Evaluation
- AP 2110 Vacancies on the Board–DEC reviewed the procedure as a final reading in March, and had one correction. Quittner distributed the corrected AP, and there were no objections to finalizing the procedure.
- AP 6740 Citizen’s Bond Oversight Committee–DEC recommended the procedure be finalized and issued with no further revisions.
- AP 6810 Smoking Ordinance–DEC agreed that the AP should state “smoking and/or other tobacco use” throughout the procedure. DEC will review the procedure as a final reading again next month.

### **➤ Second Reading**

- AP 3540 Sexual and Other Assaults–Rearic will update the procedure and email to DEC in final form. As the Academic Senate has not seen this procedure yet, and Public Safety has a brochure regarding procedures for campus safety, DEC recommended that this procedure not be finalized until after the constituency groups reconvene in the fall and have time to review and comment.

### **➤ First Reading**

- BP 3310 Records Retention and Destruction–updated to include electronic information, as recommended by CCLC. DEC discussed the minor changes and recommended the policy be submitted as final at the July DEC meeting.
- AP 3310 Records Retention and Destruction–DEC discussed clarification needed in the fourth paragraph. Rearic will revise the procedure and return for a second reading in July.

- AP 3516 Registered Sex Offender Information–Rearic distributed the procedure for DEC review and comment. There will be more discussion during the second reading next month. The procedure will not be finalized until the constituency groups reconvene in the fall and have time to review and comment.
- AP/BP 3518 Child Abuse Reporting–DEC was asked to read and review these before next DEC meeting, and comments can be sent to Bob Eygenhuysen. There will be more discussion during the second reading next month. The policy and procedure will not be finalized until the constituency groups reconvene in the fall and have time to review and comment.
- Due to lack of time, the policies and procedures remaining on the agenda for first reading will be brought back to the next DEC meeting.

***Action: DEC agreed that stakeholders would distribute the corresponding board policies when procedures are being discussed.***

#### **Other**

- May 7, 2007, meeting Notes distributed.
- The Chancellor recognized that this is Dean Colli's last DEC meeting, and thanked him for all his service to the college and District.

Adjourned: 3:00 p.m.