



Districtwide Executive Council

**Monday, March 12, 2007, 1:00 p.m.
Heritage of the Americas Museum**

Meeting Notes

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

Absent: B. Hash, D. McDade, R. Rose

Others Present: Bob Eygenhuysen, Chris Hill, JacQueLine Osborne

Recorder: V. Wilson

Convened: 1:05 p.m.

Additions/Deletions to Agenda

AP/BP 7145—Personnel Files (deleted)
AP/BP 7320—Fingerprinting (deleted)

Governing Board Meetings

➤ **March 20, 2007, Regular Board Meeting**

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

- **Item 151—Introduction of New Cuyamaca College Faculty**—Perri will confirm with the Chancellor's office whether the new faculty member will be present.
- **Item 152—Presentation—Process of Cabinet Contracts**—Presentation by Attorney Tim Garfield is in response to the Weiler report.
- **Item 201—Board Policy Updates**—Ford had questions on BP 2010—Board Membership, and asked that it be pulled from the Board agenda. See further discussion below.
- **Item 302—Budget Revisions**—Tiffany questioned status of the \$50,000 increase for the colleges' deaf/hard-of-hearing programs. Rearic will email answer to DEC.
- **Item 204—Ratification of Signatures on Agreements**—Attachment A was distributed.
- **Item 403—Cuyamaca College Science and Technology Mall; Notice of Completion and Release of Retention**—Name has been changed from "Mall" to "Center."
- **Item 652—Proposition R Citizens' Bond Oversight Committee Revised Bylaws**—Rearic will electronically distribute the Bylaws (Attachment A).

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.

Lastimado reported on personnel items. Smith asked if the Information items regarding tenured faculty from February need to be the March agenda for Action. Lastimado will research and let everyone know whether they need to be Action items on the docket.

➤ **March 27, 2007, Governing Board Workshop**

The Governing Board Workshop will be held at the La Mesa Community Center in order to accommodate more people. Guest speakers Diane Woodruff and Ian Walton will be scheduled for the first hour. Perri and Colli will present college shared governance models to the Board. Shared governance members can take up to five minutes each to speak about reinforcement of what is in place, or areas that need to be reviewed or adjusted. There will be time at the end of the presentations for a question and answer session. The workshop will be videotaped.

Shared Governance

➤ **District Governance and Committee Structure document**

Quittner distributed draft revisions of pages i-viii of the District Governance Structure document. DEC discussed the process for creating new committees or task forces and making modifications to existing ones. Perri and Colli will give Quittner the forms they use for shared governance committees. Quittner will add the sections discussed and email the full document to DEC, so that constituency groups can start reviewing.

➤ **Calendar—Recurring Council and Committee Meetings**

Rearic distributed a calendar showing college and district shared governance meetings, and DEC discussed available times for additional meetings. DEC agreed that 3:30—5:00 p.m. on the fourth Monday of the month is a possibility. Smith and Ford are to take a critical look at the calendar to find other times available to reserve for shared governance meetings. The discussion will be continued at the April DEC meeting.

➤ **Hiring Committee, Vice Chancellor—Business Services**

Lastimado reported on the composition of the hiring committee for the Vice Chancellor—Business Services position, and asked if DEC wanted a representative on the committee. DEC noted that a student representative from each college should be added. After that addition, DEC agreed that the constituency groups would be fully represented and an additional DEC member should not be on the committee.

➤ **Institutional Planning and Research Committee—Revisions to Charge**

Hertel distributed proposed revisions to the Institutional Planning and Research Committee charge. DEC discussed functions of Committee and the proposed changes.

Accreditation Timeline Update

Perri reported on the timeline for the accreditation self-study reports including the review and vetting process by the colleges. The self-study plans will go to the Board for two readings and Perri asked whether DEC would need the draft documents for a 60-day review period before going to the Board. DEC agreed that the documents could go on the Board agenda without prior review.

Policies and Procedures

➤ **Definition of First, Second, and Final Readings**

Smith asked if DEC could develop a consensus about what constitutes a reading and guidelines so all members know when a policy or procedures is moving to the next step. DEC discussed the process and suggestions for improvement. The discussion will continue at the April DEC meeting.

➤ **Final Reading**

- AP 2410–Preparation and Revision of Board Policies and Administrative Procedures–will be brought back next month for further discussion.
- BP 2010–Board Membership–DEC asked if student trustees should be added to this policy. Quittner will research and circulate any revisions to DEC via email. The policy will remain on the Board agenda.
- BP 2100–Board Elections–will be submitted to the Board for approval.
- BP 2110–Vacancies on the Board–will be submitted to the Board for approval.
- AP 2110–Vacancies on the Board–needs revisions and will come back next month for another final reading.
- BP 2715–Code of Ethics/Standards of Practice–Quittner will add a section regarding Board relationships with staff, and will present the policy to Board as an Information item.
- BP 4225–Course Repetition–will be taken off the Board agenda and brought back to DEC next month for further discussion.
- BP 6740–Citizen’s Bond Oversight Committee–Quittner/Rearic will email revisions to DEC. The policy will be left on the agenda, but can be pulled if necessary.
- AP 6810–Smoking Ordinance–will return to DEC next month for further discussion.

➤ **Second Reading**

The following were distributed for a second reading:

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

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

Other

February 12, 2007, meeting Notes were distributed.

Adjourned: 2:45 p.m.