



GROSSMONT-CUYAMACA
COMMUNITY COLLEGE DISTRICT

Districtwide Executive Council
Tuesday, December 1, 2008, 1:00 p.m.
Heritage of the Americas Museum

Meeting Notes

Present: C. Chiriboga, Z. Close (departed 2:00 p.m.), S. Cooke, B. Hertel, C. Hill,
B. Lastimado, D. McDade, D. Quittner, S. Rearic, J. Recktenwald,
O. Suarez, M. Wangler

Absent: B. Carino, T. Hankins, D. Miller, B. Tiffany

Others Present: Amber Green

Recorder: V. Wilson

Convened: 1:05 p.m.

Review of the December 9, 2008, Governing Board Docket

- The Chancellor presented the December 9, 2008, regular Board meeting docket for review.
 - **Item 152 Status Report—Smoking and/or Other Tobacco Use Ordinance**—The Chancellor’s Office will review wording for the line item.
 - **Item 304 Ratification of Signatures on Agreements**—Rearic distributed Attachment A.
 - **Item 352 Printing of College Catalogs**—Rearic will email the estimated contract amount to DEC.
 - **Items 652 and 653 2007-2008 District, Auxiliary, and Foundations Audit Reports**—Rearic distributed *Summary of Audits 2007-08* and reported on the only audit finding.
 - The following draft items and attachments were electronically distributed:
 - ◆ **Item 110 Minutes**—November 18 regular meeting
 - ◆ **Item 501 Personnel Actions**
 - ◆ **Item 502 Short-Term Hourly Assignments**

Board Policies (BP) and Administrative Procedures (AP)

- Final Reading
 - **AP 3720 Computer and Network Use**—No further revisions were suggested and the Chancellor will issue the procedure. The Academic Senates would like to review the AP again next year in conjunction with how other colleges worded the procedure.
 - **AP 3555 Use of Alcoholic Beverages on District Owned or Operated Property**—The proposed technical changes were approved and the Chancellor will issue the procedure.
 - **BP/AP 5016 Probation, Disqualification, and Readmission**—Both the policy and procedure were approved to move forward with no further revisions.
 - **AP 6700 Civic Center and Other Facilities Use**—The procedure will be issued by the Chancellor once minor revisions are incorporated.
 - **AP 7111 College President Selection**—No further revisions were suggested and the Chancellor will issue the procedure.
 - **BP/AP 7112 College President Evaluation**—The policy was approved to go forward to the Board with no further revisions. The procedure will be held for review by the Academic Senate and will be brought back to the February meeting.

- **BP/AP 7365 Discipline and Dismissals, Classified Employees**—Both the policy and procedure were approved to move forward with no further revisions.
- Second Reading
 - After review and discussion, DEC agreed the following policies and procedures did not require further review and were approved to go forward to the Board or be issued by the Chancellor with no further revisions:
 - ♦ **AP 3500 Campus Safety**
 - ♦ **AP 3510 Workplace Violence Plan**
 - ♦ **AP 6200 Budget Preparation**
 - ♦ **AP 6250 Budget Management**
 - ♦ **AP 6320 Investments**
 - ♦ **BP/AP 6370 Contracts—Personal Services**
 - ♦ **AP 6400 Audits**
 - ♦ **AP 6500 Real Property Management**
 - ♦ **BP 6520 Security for District Property**
 - ♦ **AP 6540 Insurance**
 - DEC agreed the following policies and procedures did not require further review and were approved to go forward to the Board or be issued by the Chancellor once minor revisions were incorporated:
 - ♦ **AP 3515 Reporting of Crimes**
 - ♦ **AP 3520 Local Law Enforcement**
 - ♦ **AP 6300 Fiscal Management**
 - ♦ **BP/AP 6450 Wireless or Cellular Telephone Use**
 - ♦ **AP 6520 Security for District Property**
 - **AP 6750 Parking**—DEC proposed revisions to the procedure. The procedure will be distributed to the Parking Committee for review and will be brought back to the next DEC meeting for a final reading.

Political Activity/Campaigning

Quittner will look at other districts' policies on political activity. The Chancellor instructed Quittner to work with the Academic Senate presidents on specific questions to ask the State Chancellor's Office and the Attorney General for clarification on the policy. The Chancellor's Office will review all the board policies on political activity, and whether they can be combined.

District Governance Structure Review

DEC discussed the *District Governance Structure*, with the following actions:

- The Districtwide Executive Council information on page 8 was approved with technical changes to the composition list.
- The following items should be removed from the Appendices, as listed on page 26:
 - D. Memorandum of Understanding—CSEA, Chapter 707, Classified Senate, and the GCCCD dated March 22, 1994
 - E. Joint Statement of the Grossmont and Cuyamaca Academic Senates and the United Faculty on their Roles and Relationships dated December 5, 1991
 - F. Resolution 96-022—Principaled Decision Making and Shared Governance, adopted by the Governing Board June 18, 1996
- Quittner will ensure that the policies attached to the document are the current versions.

Other

The November 11, 2008, meeting notes were electronically distributed.

The meeting adjourned at 3:00 p.m.