



GROSSMONT-CUYAMACA
COMMUNITY COLLEGE DISTRICT

Districtwide Executive Council
Monday, July 7, 2008, 1:00 p.m.
Cuyamaca College Water Conservation Garden

Meeting Notes

Present: B. Carino, C. Chiriboga, Z. Close, S. Cooke, C. Hill, D. McDade,
D. Quittner, S. Rearic, J. Recktenwald, R. Rose, O. Suarez, B. Tiffany,
M. Wangler

Absent: T. Hankins, B. Hertel, B. Lastimado

Others Present: Bob Eygenhuysen

Recorder: V. Wilson

Convened: 1:05 p.m.

Review of the July 15, 2008, Governing Board Docket

- The Chancellor presented the July 15, 2008, regular Board meeting docket for review.
 - **Item 120 Minutes**—Draft minutes of the June 10, special, and June 17, regular, meetings were electronically distributed.
 - **Item 204 Citizens' Bond Oversight Committee (CBOC)**—This item is to authorize new members on the CBOC, and may be pulled if the names have not been confirmed in time for this docket.
 - **Item 303 Purchase Orders and Warrants**—There is an error in the proposal statement on the docket, which will be corrected to reflect the current year of 2008.
 - **Item 304 Ratification of Signatures on Agreements**—Attachment A was distributed and discussed.
 - Draft docket item and attachments of the following personnel items were electronically distributed:
 - ◆ **Item 501 Personnel Actions**
 - ◆ **Item 502 Short-Term Hourly Assignments**
 - ◆ **Item 503 Cost-of-Living Adjustment Salary Increase, District Cabinet-level Administrators and College Vice Presidents**
 - ◆ **Item 504 Ratification of Appointment Interim President Cuyamaca College**
 - ◆ **Item 505 Ratification of Employment Contract Interim President Cuyamaca College**—DEC discussed the salary amount as reflected in the contract compared to the amount in Item 504. Eygenhuysen explained that the amount listed in Item 504 is correct and the contract will be revised.

- Quittner reported on an information item to be added to the agenda. The District's draft response to the grand jury report will go to board for consideration this month, and as an action item next month after the Board members have had time to review and provide input.

Policies and Procedures

➤ Final Reading

- **BP/AP 2745 Board Self-Evaluation**—DEC reviewed the policy and procedure, and approved both to move forward for approval by the Governing Board.
- **AP 2515 Participation in Local Decision Making—Staff**—No further revisions were suggested and the Chancellor will issue the procedure.
- **BP/AP 3840 Children on Campus:**
 - ♦ The policy was reviewed and approved to move forward to the Board.
 - ♦ DEC agreed that the first and last exceptions (bullet points) from the board policy would be added to the procedure under the "Classroom Settings" section. Once the changes are incorporated, the Chancellor will issue the procedure.
- **BP/AP 7111 College President Selection:**
 - ♦ The policy was reviewed and approved to move forward to the Board.
 - ♦ The procedure will be held for review by the academic senate officers, and will be brought back next month for another final reading.

➤ Second Reading

- **AP 3555 Use of Alcoholic Beverages on District Property**—Questions and comments should be sent to Rearic prior to the final reading at the next DEC meeting.
- **BP/AP 7112 College President Evaluations**—The procedure may be held after the next meeting if the academic senate presidents would like the full senate to review the procedure. Questions and comments should be sent to Quittner prior to the next DEC meeting.
- **BP/AP 7131 Employment Contracts for Administrators**—Questions and comments should be sent to Lastimado prior to the final reading at the next DEC meeting.

➤ First Reading

- **AP 2610 Presentation of Initial Collective Bargaining Proposals**—Eygenhuysen reported on the procedure, which reflects current practice. Questions and comments should go to Lastimado prior to the next DEC meeting.
- **BP/AP 7365 Discipline and Dismissals, Classified Employees**—The policy and procedure were reviewed and discussed. Questions and comments should be sent to Lastimado prior to the next DEC meeting.

➤ Status Report

- **AP 3720 Computer and Network Use**—Rearic reported on the status of the procedure, and stated that the task force would meet after faculty is back is late August/early September.

- **AP/BP 3518 Child Abuse Reporting**—Hill and Eygenhuysen discussed issues to be addressed and possible speakers for a training workshop. The Chancellor directed Hill and Eygenhuysen to identify 3 or 4 key speakers to lead a workshop with DEC, the Academic Senate Executive Committee, and other appropriate constituency groups regarding whether the District has mandatory reporters. Speakers selected are to include representatives from the State Chancellor's Office and the State Academic Senate, along with an attorney and other speakers they agree are appropriate.

PE28

Eygenhuysen distributed the Personnel Operating Procedure *PE28 Classification, Reclassification of Confidential Positions* for review, and reported that the other employee groups currently have a classification system and procedures for reclassification in place. DEC had questions regarding how this procedure compares to the procedures for other employee groups and asked for PE4 to be distributed along with PE28 next month. Questions and comments should be sent to Lastimado prior to further discussions at the next DEC meeting.

Mapping Document Review—Grossmont College Accreditation

Cooke distributed updates to the Grossmont College portion of the mapping document, and reported that the changes were developed in conjunction with the District Office and reviewed by all the constituency groups.

Protocols and Logo Standards

Quittner reported on a recent memorandum she sent out regarding protocols and logo standards and asked DEC members to help reinforce the guidelines. She also discussed the possibility of holding training sessions for employees who work on publicly seen documents, and asked DEC members to contact her if interested in such training.

Other

The June 9, 2008, Meeting Notes were electronically distributed.

The meeting adjourned at 2:35 p.m.