



GROSSMONT-CUYAMACA
COMMUNITY COLLEGE DISTRICT

Districtwide Executive Council
Monday, March 10, 2008, 1:00 p.m.
Heritage of the Americas Museum

Meeting Notes

Present: Z. Close (arr. 1:15 p.m.), S. Cooke, J. Fenningham, J. Ford (arr. 1:18 p.m.),
B. Hertel, C. Hill (arr. 1:20 p.m.), W. Hutson, B. Lastimado, D. McDade,
G. Perri, D. Quittner, S. Rearic, J. Recktenwald, R. Rose, O. Suarez

Absent: S. Farhan

Others Present: C. Taylor

Recorder: V. Wilson

Convened: 1:10 p.m.

Review of the March 18, 2008, Governing Board Docket

- The Chancellor presented the March 18, 2008, regular Board meeting docket for review.
 - **Item 152 Emergency Preparedness and Response Update**—Lastimado reported he had distributed an Emergency Preparedness update to the Board. The Chancellor asked Bob Eygenhuysen to prepare a summary presentation for the Board meeting, and to be available for questions from the Trustees.
 - **Item 153 Citizens' Bond Oversight Committee Annual Report**—Rearic reported this item might be removed from the agenda.
 - **Item 304 Ratification of Signatures on Agreements**—Attachment A was distributed.
- The following documents were electronically distributed prior to the meeting:
 - **Item 110 Minutes**—Draft February 19 regular meeting minutes
 - **Item 501 Personnel Actions**—Draft item and attachments
 - **Item 502 Short-Term Hourly Assignments**—Draft Item and attachments

Policies and Procedures

- Status of Legally Required Policies and Procedures
DEC members received a list of all administrative procedures currently outstanding, with the Community College League of California's (CCLC's) designation as to whether the procedures are legally required, legally advised, good practice, or optional.

➤ Technical Changes/Final Reading

- DEC discussed technical changes at length, with the following resolution:
 - ♦ Technical changes on policies or procedures may be sent through for Board approval or issuance by the Chancellor, with the understanding that they may, at the same time, be open to full review by DEC or the Districtwide Coordinating Educational Council (DCEC).
- The following Board Policies with technical changes, listed on the agenda for final reading, will be submitted to the Governing Board for approval at the March meeting:
 - ♦ **BP 4030 Academic Freedom**
 - ♦ **BP 4220 Standards of Scholarship**
 - ♦ **BP 4225 Course Repetition**
 - ♦ **BP 4230 Grading Symbols**
 - ♦ **BP 4260 Pre-Requisites and Co-Requisites**
 - ♦ **BP 4300 Field Trips and Excursions**
 - ♦ **BP 4400 Community Services Programs**
 - ♦ **BP 7120 Recruitment and Selection**

➤ Second Reading

- **AP 2410 Policy and Procedures**—To assist with reading the procedure, a draft of AP 2410 without revision markings will be emailed to DEC members. Questions and comments should be sent to the Chancellor's office before the next DEC meeting.
 - **AP/BP 3840 Children on Campus**—DEC discussed the following issues:
 - ♦ Clarify that the policy covers students, employees, and the public.
 - ♦ Ensure that exceptions include:
 - Requests for children to participate in classes (such as models for photo classes)
 - Student services and library facilities on each campus
 - ♦ Include all previous revision tracking on each draft.
 - ♦ In-depth attorney review of the policy and procedure.
- Rearic will review CCLC recommended wording and other districts' policies and procedures.

➤ First Reading

The policies and procedures listed below were distributed for a first reading. All questions and comments should be sent to the stakeholder prior to the next DEC meeting.

- **BP/AP 2105 Election/Appointment of Student Members**
- **AP 2435 Evaluation of Chancellor**
- **AP 2712 Conflict of Interest Code**
- **BP/AP 6620 Naming of Buildings**
- **BP/AP 7131 Employment Contracts for Administrators**

- Status
 - **BP/AP 3518 Child Abuse Reporting**—Lastimado reported that the committee is trying to find an outside source to lead a presentation for the colleges. He requested that DEC members send him specific questions and areas of concern for the presenter to address.

Equal Employment Opportunity Commission (EEOC) Committee

Lastimado reported he would be bringing a formal recommendation to establish a new EEOC Committee. The EEOC Committee has a different focus than the Diversity Committee. Lastimado will distribute information regarding the legal mandates and differences between the committees.

Other

- As a result of conversations on AP/BP 3840 Children on Campus, the Chancellor directed the college Presidents to confirm that appropriate procedures are in place for requesting models, and children in particular, in the classrooms.
- The February 11, 2008, meeting Notes were electronically distributed.

The meeting adjourned at 2:30 p.m.