



GROSSMONT-CUYAMACA
COMMUNITY COLLEGE DISTRICT

Districtwide Executive Council
Tuesday, November 11, 2008, 2:00 p.m.
Heritage of the Americas Museum

Meeting Notes

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

Absent: T. Hankins

Others Present: Linda Bertolucci, Maggie Gonzales

Recorder: V. Wilson

Convened: 2:05 p.m.

Review of the November 18, 2008, Governing Board Docket

- The Chancellor presented the November 18, 2008, regular Board meeting docket for review.
 - **Item 304 Ratification of Signatures on Agreements**—Rearic distributed Attachment A.
 - **Item 405 Districtwide Purchase and Installation of Security Gates**—Rearic will email the gate closure schedule to DEC.
 - **Item 503 Day of Recognition**—After discussion on the proposed recognition day, consensus of council was reached that two separate docket items would solve their concerns. The Chancellor directed that there be one item for a CSEA Recognition Day and a separate item for a recognition day for the remaining employees.
 - The following draft items and attachments were electronically distributed:
 - ◆ **Item 120 Minutes**—October 14 special meeting and October 21 regular meeting
 - ◆ **Item 501 Personnel Actions**
 - ◆ **Item 502 Short-Term Hourly Assignments**
 - ◆ **Item 503 Day of Recognition**

Board Policies (BP) and Administrative Procedures (AP)

- Final Reading
 - **BP 2210 Officers**—The policy was approved to go forward to the Board once minor revisions were incorporated.
 - **BP/AP 3200 Compliance with Accreditation Standards**—Hertel will email the policy and procedure to DEC. The BP/AP will be finalized, and the policy submitted to the Board for approval this month, unless concerns are brought forward.
 - **AP 3720 Computer and Network Use**—The procedure will be held for constituency review and will be on the agenda again next month.
 - **BP 3516 Registered Sex Offender Information**—The policy was approved to go forward to the Board with no further revisions.
 - **BP/AP 5130 Financial Aid**—Hertel will email the policy and procedure to DEC for a final review. The BP/AP will be finalized, and the policy submitted to the Board for approval this month, unless concerns are brought forward.

- **AP 7111 College President Selection**—DEC discussed specific changes to be made. The revised procedure will be electronically distributed to DEC. Further questions and comments should be sent to the Chancellor's Office prior to the next DEC meeting.
- **BP/AP 7365 Discipline and Dismissals, Classified Employees**—The Chancellor asked Miller, McDade, and Recktenwald to review the BP/AP in the next few days. The BP/AP will be pulled from the Board agenda and held for further review if concerns are brought forward.
- Second Reading
 - In consideration of time, the items on the agenda for a second reading were not discussed during the meeting. The Chancellor directed council members to review the items and email any questions or comments to the stakeholders (noted below) prior to the next meeting. These items will be on the agenda for a final reading next month:
 - ♦ **AP 6700 Civic Center and Other Facilities Use** (Rearic)
 - ♦ **BP/AP 7112 College President Evaluation** (Chancellor's Office)
- First Reading
 - Rearic distributed the policies and procedures listed below for a first reading, but they were not discussed during the meeting. The Chancellor directed council members to review the items and email any questions and comments to Rearic prior to the next meeting. These items will be on the agenda for a second reading next month:

♦ AP 3500 Campus Safety	♦ BP/AP 6370 Contracts—Personal Services
♦ AP 3510 Workplace Violence Plan	♦ AP 6400 Audits
♦ AP 3515 Reporting of Crimes	♦ BP/AP 6450 Wireless or Cellular Telephone Use
♦ AP 3520 Local Law Enforcement	♦ AP 6500 Real Property Management
♦ AP 6200 Budget Preparation	♦ BP/AP 6520 Security for District Property
♦ AP 6250 Budget Management	♦ AP 6540 Insurance
♦ AP 6300 Fiscal Management	♦ AP 6750 Parking
♦ AP 6320 Investments	

Sexual Harassment Training

The Chancellor reported on sexual harassment training efforts within the District. Lastimado will electronically distribute a list of the federal and state laws, and the District's current policies, procedures, training opportunities, and information available regarding sexual harassment.

Other

- The following items remaining on the agenda were not discussed and will be carried over to the next meeting:
 - Political Activity/Campaigning
 - District Governance Structure Review
- The Chancellor requested additional time for the next meeting.
- The October 13, 2008, meeting notes were electronically distributed.

The meeting adjourned at 4:05 p.m.