



GROSSMONT-CUYAMACA
COMMUNITY COLLEGE DISTRICT

Districtwide Executive Council
Monday, January 5, 2009, 1:00 p.m.
Heritage of the Americas Museum

Meeting Notes

Present: Cooke, Hertel, Hill, McDade, Miller, Quittner, Rearic, Recktenwald, Suarez, Tiffany, Wangler

Absent: Carino, Chiriboga, Close, Hankins, Lastimado

Others Present: Amber Green, Ezequiel Cardenas, Joe Marron

Recorder: V. Wilson

Convened: 1:05 p.m.

Review of the January 13, 2009, Governing Board Docket

- The Chancellor presented the January 13, 2009, regular Board meeting docket for review.
 - **Item 304 Ratification of Signatures on Agreements**—Rearic distributed Attachment A and a Third-Party Administrator Contract memorandum, dated December 17, 2008.
 - **Item 307 Nonresident Tuition Fee**—After discussing methods of determining the nonresident tuition fee, council recommended the statewide average rate of \$189 for 2009-2010.
 - **Item 503 Tentative Agreement between CSEA and GCCCD**—Recktenwald reported that the tentative agreement may not be ready before the Board meeting and the docket item may need to be pulled.
 - The following draft items and attachments were electronically distributed:
 - ◆ **Item 110 Minutes**—December 9, 2008, regular; December 10, 2008, special; and December 11, 2008, special, meetings
 - ◆ **Item 501 Personnel Actions**
 - ◆ **Item 502 Short-Term Hourly Assignments**

Board Policies (BP) and Administrative Procedures (AP)

- Final Reading
 - **BP/AP 5050 Matriculation**—The policy was approved to move forward once agreed upon revisions were incorporated. The Chancellor will issue the procedure with no further revisions.
 - **AP 5110 Counseling and Advising Services**—The Chancellor will issue the procedure with no further revisions.
 - **AP 5120 Transfer Center**—The Chancellor will issue the procedure with no further revisions.
 - **BP/AP 5150 Extended Opportunity Programs and Services**—The policy was approved to move forward with no further revisions. The Chancellor will issue the procedure once agreed upon revisions are incorporated.
 - **BP 5205 Student Accident Insurance**—The proposed technical changes were approved to go forward to the Board with no further revisions.

- **BP/AP 5400 Associated Student Government Organization**—Council had questions on both the policy and procedure. Hertel will seek clarification from the student groups, and bring the BP/AP back to the next DEC meeting for another final reading.
 - There was discussion regarding whether administrative procedures are needed for the following policies, which will be held for further review:
 - ♦ **BP 5402 Student Clubs and Organization**
 - ♦ **BP 5430 Solicitation of Funds from Students**
 - ♦ **BP 5530 Substance Abuse**
 - **AP 6750 Parking**—The Chancellor will issue the procedure once minor changes have been incorporated.
- First Reading
- The procedures listed below were distributed for review, and council discussed proposed revisions. The Chancellor instructed the constituency groups to review these procedures in conjunction with negotiated contract language. Recommendations should be sent to Lastimado before the next DEC meeting.
 - ♦ **AP 7125 Verification of Eligibility for Employment**
 - ♦ **AP 7145 Personnel Files**
 - ♦ **AP 7234 Overtime**
 - ♦ **AP 7236 Substitute and Short-Term Employees**

District Governance Structure Review

Quittner distributed a new draft of the *District Governance Structure* and further revisions were discussed. There were questions regarding the “Confidential representative” listed in the DEC committee composition. The Chancellor will discuss representation with the confidential group at their next meeting.

All committees are required to be reviewed annually for correct information. Quittner asked all meeting chairs to review the information with their committees and send any changes to the Chancellor’s Office.

Other

The December 1, 2008, meeting notes were electronically distributed.

The meeting adjourned at 2:15 p.m.