

## **Districtwide Executive Council**

Monday, December 5, 2011, 2:00 p.m. Grossmont College Griffin Gate

## **Meeting Notes**

Present: Sunny Cooke, Wendy Corbin, Michael Copenhaver, Sue Gonda, Cheryl Houston,

Jim Mahler, Cindy Miles, Cheryl-Anne Phillips, Michael Wangler (arrived at 2:20 p.m.),

Mark Zacovic

Absent: Erin Miller, Sue Rearic, Kim Widdes

Others Present: Don Averill, Sahar Abushaban (for Sue Rearic)

Recorder: Valeri Wilson Convened: 2:05 p.m.

Issues	Discussion, Action, and Follow-Up
A. Review of December 13, 2011, Governing Board Docket	The draft Board meeting agenda and docket items were posted to the DEC Intranet site for review prior to the meeting.  Item 206 Board Policy Update—Council reviewed technical revisions to BP 3505 Workplace Safety and BP 6550 Disposal of Property, and had no objection to the policies being submitted to the Board for approval.  Item 304 Ratifications of Signatures—Sue Rearic asked Council members to contact her with any questions.  Item 501 Personnel Actions—Sunny Cooke reported on position
	changes that will be added to the docket item.  Item 654 Prop R Audit Reports—Sue Rearic reported that the Prop R program audit reports might not be received in time to include in the Board materials for this month, and may be pulled from the agenda.
B. Institutional Research and Planning Committee (IRPC)—Charge and Composition	Chancellor Miles reported that the Districtwide Coordinating Educational Council agreed with DEC's recommendation to add a District Services representative to the IRPC composition. DEC members reviewed the updated charge and composition and approved the information as final.
C. Governance Structure and Committee Composition	Council discussed collegial consultation committees and the need for a task force to work on the shared governance handbook. Mike Wangler, Cheryl-Anne Phillips, Michael Copenhaver, and Mark Zacovic agreed to be on the task force.
	Action: Chancellor Miles will pull together information and documentation, then call for the task force to meet.

Issues	Discussion, Action, and Follow-Up
D. Policies and Procedures— First Reading	Policies and procedures were reviewed for a first reading with the following recommendations:
<ul> <li>BP/AP 3440 Service         Animals and Other         Animals on District     </li> </ul>	BP/AP 3440–Reference to the "other animals" and animals used for instructional purposes will be added to the AP. The title will also be revised to coincide with the BP.
Property  • BP/AP 5130 Financial Aid	BP/AP 5130–Council proposed revisions, including changing the name to "Financial Support Services." The Chancellor's Office will work with Michael Copenhaver on revisions.
BP/AP 5405 Off- Campus Student Organizations	BP/AP 5405–Council discussed issues with off-campus activities, and information student clubs receive regarding off-campus events.     Cheryl-Anne Phillips will bring information from the Inter-Club Council to the next DEC meeting.
	All the policies and procedures will move forward for a second reading at the DEC meeting scheduled on January 9, 2012.
E. Other Business/Updates	Chancellor Miles provided the following updates:
Vice Chancellor Human Resources position	The District is moving forward with a Vice Chancellor Human Resources position. Sunny Cooke will chair the Screening Committee, which should include representatives from each labor unit and the academic and classified senates at the districtwide level. <i>Action:</i> Valeri Wilson will add the job description to the DEC website. Council members are asked to review the description and contact the Chancellor with any input. Constituency groups can start soliciting for representatives for the Screening Committee.
Bond Feasibility Study	A bond consulting firm has been enlisted to help with a feasibility study to include polling eligible East County voters to ascertain whether the District has a high enough feasibility to go forward with putting a new bond measure on Fall 2012 ballot. The analysis should be completed by late January.

Adjourned: 3:15 p.m.