

Managers/Supervisors

McKinley Williams

Management Council

May 25, 2006

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2:00 p.m., LA-108

Present: Carol Barrick, Linda Cherry, Tim Clow, Nick Dimitri, James Duvall, Donna Floyd, Frank Hernandez, Lynda Lawrence, Susan Lee, Priscilla Leadon, Marva Lyons, Carol Maga, Mariles Magalong, Jennifer Oujian-Auque, Tom Sharp, McKinley Williams
Absent: Alex Edwards, James Eyestone, Darlene Poe, James Walsh

Mack had all of the managers introduce themselves to Marva. Marva is the new Child Care Site Supervisor.

Item	Outcome
1. Collective Bargaining	Mack noted the joint communications sent via e-mail from the district office on the latest negotiations.
2. Reports - DGC, DMC, MSD, College Council	DGC - Jennifer reported the budget parameters were discussed as well as the duties of the DGC pertaining to accreditation. Erich Holtmann was voted as the new chair of the DGC. DMC - Frank said there was no meeting. MSD - Carol said there was no meeting. College Council - voted to move forward with the solar panel project on campus. The Council approved the proposed sites with the caveat that placement of the panels on the Early Learning Center and AC Transit parking lot be made first before placing the panels on the hillside outside of the President's Office.
3. District Strategic Directions	Mack distributed the District Strategic Directions with names of managers and faculty who will be responsible for listing the outcomes. The deadline for this project is June 3, 2006 and Mack asked all of the managers to submit their responses to Melody by next Tuesday.
4. Accreditation Self-Study	Mack said the self-study is underway. He stressed we want to keep the self-study positive and not list our complaints in the report. Managers on committees should provide leadership to acquire a positive report.
5. Management Retreat	The management retreat is now scheduled for Thursday, August 10, 2006.
6. Bond Updates	There was a brief discussion on the bond.
7. Brief Update on AB1417	Tim attended a workshop on this new piece of legislation that will replace the PFE accounting. It is now called ARC. The politicians want to see outcomes. They are

	<p>looking at data in ESL, basic skills, transfer, transfer prepared, voc. Ed., to name a few areas. We now need to show accountability in these areas -- how many certificates awarded, how many graduated, how many were placed in jobs, etc. The State is looking at placing similar community colleges in clusters of four or five for comparative measures. There also needs to be a 500-word narrative to go along with our statistics. Priscilla also reported on how the State will no longer fund any vocational programs that do not meet their 30 standard levels. Currently vocational programs have been funded that don't meet the standard levels on the assumption they will meet the standard levels in the future. Mack said the State is heading more and more towards accountability and tracking outcomes. AB1417 will use the data from this last Fall to rate our standing. They want us to increase our transfer numbers. Carol, Lynda and Priscilla will follow up on this.</p>
<p>8. Food Service on Campus</p>	<p>Jennifer said the ASU is trying to provide food service in the mornings and evenings when there is no other food service on campus other than vending machines or the bookstore if it is open. Currently we have one food truck in the amphitheater that serves food from 9:00 a.m. to 4:00 p.m. The ASU has recently been making a profit from their breakfast service with low cost items. They would like to revamp the kitchen area in the recreation room and bring it up to code. After learning from Alex Edwards that this endeavor would cost around \$16,000, \$10,000 in overtime costs for the Buildings and Ground staff, the ASU would like approval to proceed with this project. The ASU is also asking for \$10,000 to help them with this project. After some discussion, about the possibility of bringing in an outside vendor that would follow district policy (bid process), it was decided that Mariles, Frank, and Jennifer would meet with Mack to talk about this issue.</p>
<p>9. Datatel Security and Access</p>	<p>Frank and Donna brought up a recent incident on campus concerning which employees have specific Datatel security and access. Mack said Mariles will ask the district for a list of what employees have what Datatel access and distribute that information to the managers for validation and correction if necessary. There was also lots of discussion about students using Datatel. Mack said this should never be the case and we will have to be more diligent to prevent students from gaining access.</p>
<p>10. Other</p>	<p>Mack commended and thanked Lynda Lawrence for her</p>

tenure spent at Contra Costa College. Mack also commended and thanked Jim Duvall and Susan Lee for stepping in and taking on the division dean tasks. Linda Cherry reminded everyone about the Foundation golf tournament on June 12th. The Foundation Board has been quite generous in fiscally supporting college programs and asks for management support of the Foundation events in return. Linda also announced the community fitness multi-disciplinary endeavor is moving forward. Monica Allen, who is a protégé of Irwin Hansen, the Doctor's Medical CEO and also serves on our Foundation Board, will be on our campus June 12th and housed in AA-105 in order to get the community fitness endeavor going. She is working on her doctorate at UC Berkeley and has already developed the idea of using blood pressure as the benchmark for this community fitness project.

John Wade reminded everyone that he has several large events occurring at the pool and athletic facilities during the summer. He encouraged all of the managers to stop by to show the parents of the swim teams there is interest by administration of the College with their presence. John will also have an information booth for those visiting our campus during the summer.

Mack thanked everyone for all of their hard work during the year and appreciated the cooperation and collaborative efforts among the management team. Mack also thanked Carol Maga for coming "over the hill" and handling her duties so effectively that we now automatically think she is a Comet. He said it appears as though we made our goal and that the district office finances may be in better shape than initially predicted. We should all look forward to increasing our goal by 1% next year.

Meeting adjourned at 3:36.

Respectfully submitted,

Melody Hanson
Senior Executive Assistant to the President