

Management Council

McKinley Williams

Notes

April 28, 2006

Management Council
Thursday, April 27, 2006
2:00 p.m., LA-108

Present: Carol Barrick, Iris Bradford, Linda Cherry, Tim Clow, James Duvall, James Eyestone, Donna Floyd, Chief Charles Gibson, Frank Hernandez, Aleks Illich, Priscilla Leadon, Susan Lee, Jennifer Ounjian-Auque, Carol Maga, Mariles Magalong, Darlene Poe, John Wade, Janis Walsh, McKinley Williams

Absent: Nick Dimitri, Alex Edwards, Lynda Lawrence, Tom Sharp

Mack started the meeting at 2:09 p.m.

Mack introduced Chief Gibson who was sitting in for Tom Sharp. The managers that did not know Chief Gibson introduced themselves.

Topic	Outcomes
1. Collective Bargaining - Handout	Mack distributed the Joint Negotiations Update #4 where reemployment/rehire benefits for part-time faculty were discussed. Donna said they have not agreed on anything as yet and, in fact, have considered tabling this item for a later date. There are currently approximately 900 part-time faculty. The proposal will provide automatic rehire rights to those part-time faculty with evaluations marked as "exceeding standards." Part-time faculty are evaluated every first and sixth semester and every sixth semester after that. The negotiations group will continue working with the facilitator, Annie Song-Hill. The group also will also be discussing compensation.
2. Reports - DGC, DMC, MSD, College Council	DGC - Jennifer reported the DGC presented their proposed priority list at last night's governing board meeting. This list is for any remaining monies from the 2006-07 budget. DGC is also discussing changing the time of the regularly scheduled meetings -- from 1:00 to 12:00 or 12:30 p.m. Mack commended both Tim and Jennifer for their reports at last night's governing board meeting. DMC - Jennifer reported there is a Hays Study update sent to everyone via e-mail today. Benefit plans will be not discussed until the Hays Study is completed. There is a balance of \$46,822 in staff development funds and these funds can accrue from year-to-year. They are looking at a staff development subcommittee. There was some discussion about moving spring break before the

	<p>Easter holiday instead of after since most employees take the Good Friday holiday off anyway. The Cesar Chavez holiday will remain as a permanent holiday. Helen will hold a management staff development meeting on May 30, 31 or June 1 from 9:00 to 3:00 p.m. Helen will also be sending a statement via e-mail regarding the hold on management hiring.</p> <p>College Council - Jennifer reported President's Cabinet will be bringing student behavior recommendations to the next meeting. The Bond Measure do's and don'ts list was distributed. The remodel projects were reviewed, a non-smoking policy was proposed and the budget augmentation process was discussed.</p> <p>MSD - Carol reported that tomorrow is the Staff Development barbeque from 1:00 to 5:00 p.m. The idea was proposed on All College Day and agreed to at College Council. It has been proposed that we close the offices or rotate staff for those critical offices that have to remain open. Mack said he expects all of the managers to be in attendance.</p>
<p>3. International Education Program</p>	<p>Aleks Illich said the district is now standardizing the International Education Program for the first time in 13 years. All of the programs at all three campuses will have the same GL numbers and accounts. The entire budget process for the program has now been streamlined. This should help our International students. This program brings in five million dollars of revenue to the district. Expenses are approximately 12% of that five million. We have been instructed by District HR that every international student needs to be treated the same. Since DVC has requested that everyone of their international students obtain health insurance (\$600), we will also now have to do this. This may have a negative impact on CCC to try to come up with this money. CCC has approximately 100 F1 students and Alex would like to see that doubled. Mack asked John Wade about insurance for the athletes. As it turns out, that insurance carrier is the same they use for international students. Helen will be instituting a district-wide international education committee. We also have a study abroad program and this year we have two students from CCC who will be attending the London abroad program. First time in our college's history. Aleks said the two most popular departments for international students are Nursing and ESL. There was some discussion about what attracts international students and it was suggested</p>

	that our web site should be updated to include our transfer information and make it more visible.
4. Police Services Action Plan	Chief Gibson reported they are now centralizing police services district-wide. They are looking into one centralized dispatch center and Chief Gibson is now training all of the police aides. The police aides are now being trained in first aid since they are usually the first responders. The police aides are now wearing name badges. Most of the full-time officers we hire have been police aides. Chief Gibson will also be given a rank structure to the police aides so they can "move up" in the ranks. Since our lost and found items are large in numbers at all three sites, Chief Gibson would like to have a day where those items are given back to the community (of course after the 90 day waiting period).
5. Management SLO's - All managers to bring one example	There was a prolonged discussion on management SLO's. Jim Duvall distributed his division SLO as well as Mack. Donna and Mariles read their SLO's. Jennifer also gave her example. Tim had some concerns about the process. At the August Management Council, every manager will bring two SLO's.
6. Subcommittee Report on Lynda Lawrence's Party	Subcommittee - Tim Clow, Jim Duvall, Janis Walsh Jim Duvall sent out the e-mail for Lynda's party at Macaroni Grill on June 27th at 12:00 noon. All reservations need to be made through Jim Duvall. Tim is collecting \$10.00 from everyone.
7. Phone Directory	James Eyestone had some concerns about updating the phone directory as there are three directories that need to be updated: website, actual phones and outlook. James asked that any and all updates be requested through the IT department. IT will notify Roger for the website directory.
8. Non-Smoking Draft Policy	Mack said this policy that was proposed at College Council needs to be agreed upon by each constituency group and votes taken back to the next meeting. After much discussion, the managers decided to recommend a change in the Nonsmoking policy to a Smoking Policy. The manager changed the policy to read: <i>Smoking is hazardous to health and is only allowed in CCC's parking lots that are located more than 25 feet from the building.</i>
9. Other	Donna asked when the skills center and transfer center positions will be open. Mariles said they are on list for this year. Darlene thanked the managers for their patience with her

	<p>as she has been responding to several of the buildings and grounds calls. Mack and the managers thanked Darlene with a round of applause for all of her hard work on refurbishing the LA Building over spring break. Mack said we are looking at getting a full-time buildings and grounds manager dedicated to our campus as Alex is stretched too thin with the district and our campus. Mack reminded everyone to call Mariles if buildings and grounds have not responded in a timely fashion. Frank reminded everyone to spend their work study dollars. If we do not spend our allocation this year, we get less dollars next year.</p>
--	--

Meeting adjourned at 4:35 p.m.

Respectfully submitted,

Melody Hanson
Senior Executive Assistant to the President