

Management Council

McKinley Williams

Notes

November 29, 2007

Management Council  
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1:00 p.m. to 4:00 p.m., AA-135

Present: Sue Abe, Linda Cherry, Tim Clow, Nick Dimitri, James Eyestone, Vickie Ferguson, Donna Floyd, Frank Hernandez, Bruce King, Aleks Ilich, Viviane LaMothe, Priscilla Leadon, Susan Lee, Marva Lyons, Carol Maga, Mariles Magalong, Jennifer Ounjian, Darlene Poe, John Wade, Janis Walsh, Chad Wehrmeister

Absent: Ken Blustajn, Carlos Murillo, Ellen Smith

<b>Item</b>	<b>Outcome</b>
1. Collective Bargaining	United Faculty will be meeting in the beginning of January. Interest Based Bargaining Training will have to be given for new members.
2. Reports from DGC, DMC, MSD, College Council	DGC- Jennifer said she sent out the notes via e-mail. The ethics committee will be sending out quizzes on line for everyone to participate if they choose. The grade committee will present a report in December. DMC - Linda reported on the management evaluation session. The forms are on-line. We would like to propose following an academic timeline as opposed to a year-to-year calendar timeline. We would also like to propose to move at our own pace and not the pace allotted in the timeline. Mack said we will be following our own timeline as he would like all of the managers evaluated before the accreditation team arrives next October. Everyone agreed to the proposals and Linda will be take back our suggestions. MSD - Janis reported they met yesterday. Their discussion revolved around the \$50,000 donation from the Foundation to be used for teaching and learning. The committee looked at ways that management could contribute to teaching and learning. One of the outcomes would be effective management training for everyone. College Council - Carol reported they approved the faculty shared governance statement, the basic skills committee and aired the proposed strategic initiatives and their objectives. After some discussion on the proposed objectives, it was decided to take the suggestions back to the committees and bring back revisions at the next meeting. Mariles reported that we had \$31,000 plus in instructional equipment monies this year in contrast to the over \$200,000 last year. We will not be making allocations this year since we have on-going costs that use the instructional equipment monies. Mariles also presented a chart of the categorical monies to College Council as well as

	<p>the proposed food purchase form and guidelines. The proposed food purchase form and guidelines were not favorably reviewed and will be discussed at next month's meeting.</p>
3. Follow up on Classified Recognition	<p>Subcommittee: Vickie, Viviane, Darlene and John John distributed their proposed Classified Employee Recognition of Excellence criteria and form. Everyone voted to accept the proposal and form and agreed to submit their nominations to Vickie Ferguson by December 14th for presentation at a Spring College Council meeting. After this semester, the managers agreed to follow the proposed the timeline for nominations and presentation at the Fall College Council meeting. The managers also agreed to have the subcommittee continue as the selection committee.</p>
4. Follow up to Evening Walk Through	<p>Bruce reported that the walk-through was extremely successful. They have already made work orders for replacing lights and cutting back trees. Detailed reports and photos were submitted. Mariles thanked Bruce for his diligence and follow-through on this project.</p>
5. Emergency Phone Tree List	<p>Mack distributed the emergency phone tree list once again. All corrections should be submitted to Melody by Friday, December 7, 2007..</p> <p>There was some discussion on the debriefing meeting of the shooting incident. Chad said the other police agencies and surrounding community were impressed with how we handled the situation. Chad asked the managers to submit recommendations for building monitors. Frank mentioned that he was not notified before he was removed from the list. He would like to some input as his replacement. Chad said the idea is that the building monitors are able to train everyone in their building. The building monitor list on the web page under the Safety Committee. It was suggested to print off the list so it may used during an emergency if the power should go down.</p>
6. Around the Table	<p>John announced the women's basketball tournament is today, tomorrow and Saturday at 2:00 p.m., 4:00 p.m., 6:00 p.m. and 8:00 p.m.</p> <p>Susan announced the Library re-opening tomorrow at 2:00 p.m. Terence and Stephanie will provide musical entertainment. Mack will be the Master of Ceremonies. Liz Rosner will be a guest speaker. Food will be provided by Culinary Arts.</p> <p>Mariles announced Marva Lyons as the new manager on the Safety Committee.</p> <p>Priscilla announced the high school visitation on December 5th where we will have 250 students on campus. On January 10th, the technology career conference is planned for about 350 students in the cafeteria along with about 25 businesses.</p> <p>Mack announced the next Management Council meeting on December 13th at 2:00 p.m. will be held at his home. He will send out an e-mail reminding the managers to invite their assistants.</p>

7. McNally Temple Training	The managers stayed for McNally Temple training by Theresa Hong.
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The meeting was adjourned at 1:50 p.m. with the media training immediately following.

Respectfully submitted,

Melody Hanson  
Senior Executive Assistant to the President