

To: Management Council

From: McKinley Williams

Subject: Management Council

Date: December 15, 2011

Management Council  
Thursday, December 15, 2011  
2:00 p.m. AA-135

Present; McKinley Williams, John Wade, Darlene Poe, Jose Oliveira, Priscilla Leadon, Susan Lee, Bruce King, Helen Kalkstein, Aleks Ilich, Vicki Ferguson, James Eyestone, Nick Dimitri, Michael Aldaco, Sue Abe

Absent: Terence Elliott, Donna Floyd, Viviane LaMothe, Mariles Magalong

1. **Collective Bargaining** – Mack said the governing board voted to rescind the recessions because of the district reserves. If there is a mid-year reduction, it will come from the district reserves.

2. **Committee Reports – DGC** – Michael acknowledged the efforts of our achievement gap committee. DVC is looking to our Achievement Gap Committee and will follow our lead. DGC discussed web advisor and all of the system failures of late. DVC talked about their construction issues. Chancellor's report mentioned they had a \$3,000,000 savings on interest from the bond money and that money will be returned back to the voters. LMC and CCC talked about their presidential hiring processes. Mack said the profiles of the president job descriptions were approved at last night's governing board. Jan 11<sup>th</sup> there will be a special board meeting to discuss the audit and make a decision as to whether LMC and CCC will proceed with a bond campaign for the June election or wait until the November election.

**College Council** – Michael reported there was a brief discussion on potential modification on our governance process. Mack reported to College Council that management agreed to no modifications. The Achievement Gap Committee will be the focus on All College Day. Six efforts will be highlighted with a five minute presentation and a five minute Q & A each. During constituency reports, there was a discussion about the problems with Web Advisor and the Datatel systems as we have experienced severe slow downs on the first day of registration. There is concern about the first day of classes and the systems not being able to handle the volume of traffic. College Council received a lengthy report on professional development from Ellen Geringer. Basically, there was a lot of training offered and not a lot of attendance. Mack said there was also a discussion about the terminology of the *achievement gap* as opposed to *opportunity gap*. That discussion will be on the next agenda.

**District Management Council** – Nick said the Chancellor's Cab has approved to proceed researching Anthem Blue Cross as a medical provider option.

**Management Staff Development** – Sue said there is nothing specific to report but we need to complete sexual harassment training on line by the end of the month.

3. **Web Pages Update Training** – Mack said some of our pages are really outdated on our web pages. We need to train employees to maintain the web pages. Mack asked managers to look at their respective areas on the web and make sure they are updated. Helen mentioned changing the photos on the home page. Mack said we will ask Michele to give James new photos. Helen said share point knowledge is needed to update the web pages. James said he initially had 10 students who worked for us to interview

everyone for information when the new format was developed. Susan suggested that a training session be given in management council. Mack said it sounds as though we need a separate meeting where secretaries may also attend -- perhaps on a Friday afternoon. Michael suggested that each page have a comment area. James said there is a comment section already. Helen said department chairs should also be in attendance. Mack said that would be the subsequent training after the managers and secretaries. Mack suggested the second Friday in February (10<sup>th</sup>) for training in the LISC lab.

4. **Construction Updates** – Mack said we're building stuff. The Music building is under construction. A1A and A1B will be one room and the computers will hopefully be working by January 23<sup>rd</sup>. We are still planning on installing an elevator in the GA building.
5. **Disruptive Student Policy** – Vicki brought an electronic updated Information Sheet which listed a lot of student conduct criteria printed in the catalog under *student conduct*. Vicki will make a presentation at the dean's meetings with the updated information. This is an informational sheet that lists information straight from the education code. Vicki said she and Terence are offering a flex workshop about classroom management and encouraged managers to inform their faculty. Mack said they discussed the police policy for campus disruptions in President's Cabinet. That is where Mack distributed our policy for *Use of Force*. It was decided we should hold one of our police community forums to discuss this issue. John said it was discussed that we try to use community, friendly policing although we will not tolerate anyone spending the night on campus. Mack said concerns arose about the police using pepper spray on our students. We will send a note to Rick Ramos to hold a police community forum meeting. Vicki said DVC has a new policy about disruptive students in a non-classroom setting. Mack said DVC is also trying to develop a non-smoking campus policy to comply with the new law. Jose said we have talked about the new non-smoking policy in student services meetings. Jose said the maximum fine is \$100.00 and the governing board has to set a district-wide fine to be enforced by all three campuses.
6. **Classified of the Spring Semester** - The classified name was announced and they will be honored at the first College Council meeting of the spring semester (Feb. 8<sup>th</sup>).
7. **Budget Update** – Mack said the latest update is that he requested the \$221,000 over the 7% we were requested to return to the district under the new budget allocation formula, be placed in our banked load allocation. Helen seemed amenable to this idea. Mack said there was also discussion at Chancellor's Cabinet about what we can do to control banked load. Gene Huff said there is nothing we can do. The faculty has the right to determine whether they want banked load or AC pay. Vice Presidents will continue to have these conversations. Susan said there is a cap for faculty of not being able to exceed four semesters. Susan said the departments are placed in jeopardy when full-time faculty take their banked load.
8. **Around the Table** – Helen announced the Music concert tomorrow night in the Knox center at 7:30 p.m. Susan mentioned that we need to find out who is here on January 3<sup>rd</sup> in order to know where to refer students should problems arise the first week back. There was a show of hands of who would be here the week of the 3<sup>rd</sup>.
9. **Meeting adjourned** at 2:52 p.m.

Respectfully submitted,

Melody Hanson  
Senior Executive Assistant to the President

Thank you to Mack for his leadership over the last 6 years of Management Council meetings.

