

**CONTRA COSTA COLLEGE  
Management Council Minutes**

**Date:** Thursday, October 27, 2016

**Time:** 2:00 – 4:00 p.m.

**Location:** GE 110

**Present:** Sue Abe, Jason Berner, Karl Debro, Evan Decker, James Eyestone, Donna Floyd, Dennis Franco, Catherine Frost, Brandy Howard, Bruce King, Susan Lee, Mariles Magalong, Sara Marcellino, Mojdeh Mehdizadeh, Monica Rodriguez, Michael Peterson (taking notes), Herb Lester, Chief Ed Carney, Randy Watkins

TOPIC	DISCUSSION	ACTION ITEMS
1. Incident Command Structure (ICS) Training	<p>Chief Ed Carney and Herb Lester were with Management Council to follow-up to the table top incident exercise at the August meeting.</p> <p>The Chief discussed a Nov. 11<sup>th</sup> CERT training meeting he is attending. More information will be shared about CERT as decisions are made to go forward.</p> <p>All managers are required to participate in online IOCS-100 training to complete the course by no later than Dec. 31, 2016.</p>	<p>Herb to send URL for Keenan training to all managers.</p> <p>Managers to have training completed by 12/31/16.</p> <p>Michael to coordinate a Flex week presentation for Chief Carney.</p> <p>Michael to add to next agenda that managers will be assigned to ICS posts on campus.</p>
2. Institutional Learning Outcomes discussion/approval <i>10 min.</i>	Randy presented on the revised ILOs and handed out a document.	Managers to review the document and contact Randy if they have comment or requested modifications.
3. Review of September 22, 2016 minutes <i>5 min.</i>	Minutes were reviewed and approved.	Michael to follow up with Mayra about Classified of the Semester.

<p>4. Liberal Arts Division Presentation (20 min. presentation / 10 min. discussion and Q&amp;A) <i>30 min.</i></p>	<p>Jason Berner presented on the Liberal Arts division. Topics included info about new faculty members, the English department attempting to develop new literature courses, and upcoming events.</p> <p>Liberal Arts division events: Dec. 1<sup>st</sup> intramural speech tournament</p>	<p>Managers asked to be judges for speech tournament.– please contact Jason if you are able.</p>
<p>5. Planning Committee Representatives <i>5 min.</i></p>	<p>Mojdeh reported on the new changes to the Planning Committee, and the need to increase the number of managers on the committee.</p> <p>Two will continue in their role on the committee:</p> <ul style="list-style-type: none"> <li>• George Mills</li> <li>• Monica Rodrigues</li> </ul> <p>Two additional managers volunteered:</p> <ul style="list-style-type: none"> <li>• Evan Decker</li> <li>• Jason Berner</li> <li>• Ghada Al-Masri (alternate)</li> </ul>	
<p>6. Equity Projects Updates (standing) <i>5 min.</i></p>	<p>Tabled.</p>	
<p>7. Negotiations Updates (standing item) <i>5 min.</i></p>	<p><u>Local 1 (Mariles):</u> Negotiations included:</p> <ul style="list-style-type: none"> <li>• Catastrophic leave</li> <li>• SLOs will be included in evaluations of classifieds working directly with students</li> <li>• 4/10s will be enshrined in Spring Break calendar</li> <li>• Compressed Calendar</li> <li>• Longevity pay was tabled.</li> <li>• Hays Study update</li> </ul> <p><u>UF (Mojdeh):</u> Negotiations included:</p> <ul style="list-style-type: none"> <li>• Program Lead compensation</li> <li>• Science load</li> </ul>	
<p>8. Facilities Update (standing item) <i>5 min.</i></p>	<p>Mariles: There will be an ESC Measure E meeting next week. Managers shared their frustrations with status of final check-list items on C-617. Mariles to share with ESC.</p>	

9. Budget Update (standing item) <i>5 min.</i>	Mariles: Resource allocation applications are due on Oct. 31. No additional updates	
10. Other Items?	<p>Mojdeh:</p> <ul style="list-style-type: none"> <li>• Chancellor Forums are on Monday, Oct. 31<sup>st</sup>. Managers encouraged to attend.</li> <li>• Steve Schaefer memorial service: Nov. 29<sup>th</sup>; 3:30 – 4:30 p.m.</li> <li>• Dr. Benjamin retirement reception: Nov. 30<sup>th</sup>, 4:00 – 6:00 p.m.</li> </ul> <p>Evan Decker volunteered to present next meeting on Economic and Workforce Development.</p>	
<b>11. Next Meeting: Dec. 1<sup>st</sup>, 2016, 1:00 – 2:30 p.m.</b>		