

Management Council

Carol Maga

Notes

April 26, 2007

Management Council Notes
Thursday, April 26, 2007
2:00 p.m., LA-110

Present: Ken Blustajn, Nick Dimitri, James Eyestone, Donna Floyd, Frank Hernandez, Bruce King, Susan Lee, Carol Maga, Carlos Murillo, Viviane LaMothe, Priscilla Leadon, Sergeant Jose Oliveira, Jennifer Ounjian, Darlene Poe, Ellen Smith, John Wade, Janis Walsh
Absent: Linda Cherry, Tim Clow, Aleks Illich, Marva Lyons, Mariles Magalong, McKinley Williams

Item	Outcome
1. Collective Bargaining	There was a 5-minute discussion on this item. Susan said spirits were great. Everyone is working toward the same goal. The first Joint Communications was distributed via e-mail. Linda sent out an e-mail to all managers and supervisors on the Local 1 negotiations before she left for her conference.
2. Reports from DGC, DMC, MSD, College Council	DGC - Jennifer - reported there was a discussion about the student trustee election and process. The current process is not in legal compliance. There are issues around the campus wide election vs. a district wide election for the student trustee. Legally, the trustee must be elected by all district students. In the past, the position was rotated between the three campuses, and we automatically elected our ASU president when it was our turn. Since the responsibilities are too much for one student (ASU president and student trustee), CCC decided to follow LMC's process and advertise the student trustee position as an internship position. CCC's requirements for a student trustee are a minimum of 6 units and a 2.5 G.P.A. The Education Code states the minimum should be 5 units and 2.0 G.P.A. The student trustee process is being looked at by legal counsel now. Jennifer said the ASU at CCCCD will use the intra-based bargaining process in their next meeting as they have all been through the training. Carol said there were two students from DVC at the governing board last night complaining about the current process. Jennifer continued to report that DGC had the first reading of Administrative Procedures Policy 1903. DMC - Nick distributed the meet and confer items for the Spring 2007 for Management, Supervisors, and Confidentials. Beginning July 1st, Andrea Gonzales-Lewis will be in charge of management development funds. Nick said it is time to vote for new management representation on the DMC. Carol volunteered Linda Cherry, Nick will also continue and Carlos volunteered to serve. MSD - Janis had no report as there was no meeting. College Council - Carlos said they are trying to keep the College Council meetings down to two hours. There is a special College Council meeting scheduled for Friday, April 27, 2007, at 1:00 p.m.

	<p>The campus architects, Perkins and Will, will make a presentation about the proposed changes to the campus, Mariles will present the instructional equipment allocations, there will be a first read of the proposed revised strategic initiatives, and the first read of the ten-year educational master plan.</p>
3. Staff Appreciation Day	<p>Staff Appreciation Day is planned for May 4th from 12:00 noon to 4:00 p.m. There was some discussion about closing the campus down during that time but Frank and Ken said there is too much happening with registration and they could not close down during that time. Discussion ensued about rotating classified in order to guarantee their attendance at this event. It was suggested that the managers rotate with the classified in their office. We will have to make sure there is plenty of food remaining for those classified that arrive later in the day. There was some discussion about ensuring only CCC students and staff participate in the event as last year there was some question about bus riders partaking in the food line due to the close proximity to the bus stop. Janis said she is willing to distribute food tickets to our students and staff. Darlene requested a facilities request from the staff development committee.</p>
4. Classified Staff Enhancement	<p>Carol encouraged the managers to have their classified staff attend staff development workshops, conferences, etc. before the end of June. This was discussed and agreed to at the management retreat in August 2006.</p>
5. Construction Projects	<p>Carol said the master plan recommendations will be presented at tomorrow's College Council meeting. The long-term, proposed plan includes the removal of three buildings and the addition of two new buildings. This proposed plan decreases our allotted space to put us in line with the State formulation for space utilization. We are hoping for a large student plaza between the Student Services and Student Association buildings. They completed the trenching around the SA Building and have determined the building can be remodeled. We are still waiting for the gym trenching results. The Library is still nearing completion. We are hoping this project will be completed by the end of May. The district has had difficulty with the contractor and subcontractors. Once the Library is completed, it will be called the Library and Resource Center as it will include the Skills Center. Once the Library and Skills Center have moved into the newly remodeled facility, hopefully this summer, we plan to serve food in the cafeteria once again. This probably won't occur until the Spring 08 semester though. We will also resurrect our Fireside Room and create the Student Health Center in the SA building. The Math Department will be moving in the AA Building and occupy the empty CIS rooms. Frank reported the Student Services building is ahead of schedule due to the ideal weather conditions.</p> <p>Carlos reported they are starting a vegetable/floral garden on the north side of the Biology Building. This is a learning garden for the MCHS and biology students.</p> <p>Bruce reported on May 2nd they will be removing the dead trees and grinding them as well as trimming trees around lights. Carlos asked for the tree shavings as part of the mulch in the newly planned garden. Bruce will arrange for Carlos to receive the tree shavings.</p> <p>Parking Lot 9 will be closed mid-May so work may begin on the</p>

	installation of the solar panels. Lots 7 and 10 will be renovated to accommodate additional staff parking.
6. Accreditation Self Study	Carol said she will be meeting with the self-study chairs and have a final draft by the end of May. It is slowly moving along.
7. Compressed Calendar	Donna said the last compressed calendar meeting hosted by Sandra Everhart was very informative and staff and faculty shared a lot of comments and ideas. There will be another meeting tomorrow in AA-143 and 2:00 p.m. with video conferencing from other campuses who have already implemented a compressed calendar.
8. CALPASS	Carol said the CALPASS is supported by the State Chancellor's Office. CALPASS is the sharing of student data with other schools in the county. The WCCUSD Superintendent, Bruce Harter, is very supportive of this initiative and contracts are moving forward. Students' identification information is kept confidential and students' scores are identified through a numerical system.
9. Hay Study	Carol distributed the new timeline for the Hay Study. There were 41 appeals. Hay will review appeals and Chancellor's Cabinet will review their results and then the Hay group and District will write new job descriptions.
10. Announcements	<p>Carol asked when the best date in August, before school starts, to hold the management retreat. It was agreed that Thursday, August 9, 2007 would be the best date.</p> <p>Carol distributed the results from the Datatel Student Registration and System Performance meetings. It will be quite costly to get the system working to handle the volume at peak registration times. The district is still working with Datatel and also looking at other hardware that could help us at peak registration times.</p> <p>Carlos said they will be bringing their recycling recommendations to Operations Council. They are hoping to give every employee on campus a recycling box to place under their desk or in their area. They are also proposing to have one day in the beginning of the semester to clean-up/beautify our campus.</p>

Meeting adjourned at 3:25 p.m.

Respectfully submitted,

Melody Hanson
Senior Executive Assistant to the President