

## STATE CENTER COMMUNITY COLLEGE DISTRICT

### Summary of Chancellor's Cabinet Meeting Monday, September 30, 2013

#### ACTION/DISCUSSION ITEMS

##### Present

Deborah G. Blue, Sandra Caldwell, Tony Cantu, Diane Clerou, Ed Eng, Deborah Ikeda, Teresa Patterson, George Railey, and Dori McKay

##### Cabinet Agenda Review

Dr. Ikeda asked that "Affordable Care Act – Information to Students" be added to the agenda. Dr. Railey asked that "Accreditation Deadline for Edits." Ms. Clerou asked that "Negotiations" be added and kept on as a standing item.

Meeting ground rules were reviewed.

##### Instructional Calendars for 2014-15 and 2015-16

Dr. Railey stated calendars were reviewed by constituents and are ready to go to board for approval in October.

##### Evaluations from Districtwide Managers and Confidential Employees Meeting

Ms. Clerou reviewed the evaluations from the last meeting and discussed timely topics, sending agenda earlier, allowing longer breaks, employee assistance programs, the Affordable Care Act (aka Obama Care), handling grievances and complaints, Liebert Cassidy training sessions for managers, Liaise Faire presentation and speakers and briefings by the presidents. Diane Clerou will research how to format future evaluations electronically.

##### Draft Board of Trustees Meeting Agenda for October 10, 2013

Deadline for items and exhibits is Friday, October 4, for Dr. Blue to review with board president on the following Monday.

Dr. Blue asked management to set aside adequate time to review board mats before submitting them to her office. She also suggested cabinet members identify the process and flow at their locations for submitting items for the board agenda.

Cabinet reviewed the October 10, 2013, board agenda.

##### Board Presentations and Standing Board Items Calendar

Cabinet reviewed and updated the Board Presentations and Standing Board Item Calendar.

##### Board Policy 4020 – Program Curriculum and Course Development

Dr. Railey presented proposed changes to BP 4020 and AR 4020. Dr. Blue asked that this be redone using existing BP and AR formats and fonts, showing strikeouts and additions for first reading. Dr. Railey will make corrections and bring back.

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Signature Programs

Dr. Railey reviewed the components of the signature program guidelines, incorporating the changes requested at the 9/23/13 cabinet meeting. Dr. Blue asked that the document be watermarked as a draft.

Affordable Care Act

Ms. Ikeda reported that counselors and nurses at WICCC have been getting information for distribution to students. Presidents should coordinate with each other and their health nurses. Ms. Ikeda will send a copy of the information to cabinet members.

Accreditation Follow-up  
Deadline for Edits

Moved to workgroup meeting. Deadline for items and exhibits is Friday, October 4, for Dr. Blue to review with board president on the following Monday. Agenda will post on Monday, October 7.

Negotiations

Diane Clerou reported on status of negotiations.

Next Meeting Date and Agenda  
Items

The following items will be placed on the October 7, 2013, (2 p.m.) cabinet agenda:

- 1098T, Ed Eng
- All presentations to the board at the October 10 meeting will be previewed at the October 7 cabinet meeting.
- ????? Ikeda
- Obligation Number, Clerou
- Sabbatical Leaves

Around the Table

Dr. Patterson reported on her meeting with the Governor's staff.