

## STATE CENTER COMMUNITY COLLEGE DISTRICT

### Summary of Chancellor's Cabinet Meeting Monday, September 9, 2013

#### Present

Deborah G. Blue, Sandra Caldwell, Teresa Patterson, George Railey, Deborah Ikeda, Tony Cantu. Greg Taylor, Ed Eng, Diane Clerou, Brian Speece, Nina Acosta

Absent: Gurdeep He'Bert

#### Meeting Ground Rules

Dr. Blue led the discussion on meeting protocols. Some of criteria identified were: one person speaks at a time, stay focused on the agenda item, listen respectfully, everyone contributes regardless of rank and value, respectful dialogue, support the consensus, summarize agreements for each agenda item and at the end of the meeting, maintain confidentiality as appropriate, consensus decision-making, mutual supportive, demonstrate trustworthiness, maintain a sense of humor, hard on issues/soft on individuals, encourage a blame-free culture. **The suggestions will be compiled and return to chancellor's Cabinet for formal adoption. Once approved, it will be placed on the Chancellor's Cabinet webpage.**

#### Decision Making Manual

Dr. Blackwood reviewed the latest draft of the decision making manual. Cabinet will provide Dr. Blackwood with additional information and recommendations by September 13, 2013.

#### Grant Application Approval & Submission Process on the Campus and District Level

Dr. Railey reviewed the draft grant application approval & submission process on the campus and district level. **Dr. Railey requested Cabinet review and provide feedback by September 16. This item will return to Cabinet on September 23, 2013 for consideration.**

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

Dr. Railey reviewed Board Policy 4020 Program, Curriculum and Course Development and the recommended changes from California Community College League of California. This item will return to a future Cabinet meeting.

#### Board Policy 4040 Library Services

Dr. Railey reviewed BP 4040. Cabinet approved the board policy and recommended to forward to Communications Council for consideration.

#### Signature Programs

Dr. Railey reviewed information on signature programs, including the definition of signature programs and the process for applying for "signature status". **Cabinet will review the provided documents and provide input at the September 23, 2013 Cabinet meeting.**

#### Sabbatical Leaves

Diane Clerou reviewed the draft operational guidelines for sabbatical leaves with Cabinet. Diane will finalize the changes and bring the item back to Cabinet for approval.

Negotiations

Diane Clerou provided an update on negotiations.

SCCCD 2013-2014  
Inaugural Leadership  
Development Academy

Diane Clerou asked for input on the nomination participation capstone projects. Cabinet members will send recommendations to Diane Clerou for capstone projects. Diane will compile a list and send to Cabinet for input. Notification to the selected nominees will be sent this week. The first day of the academy will be September 26, 2013.

Military Cords

**This item was continued to the September 23, 2013 Cabinet meeting**

Commencement Dates for  
2014

**This item was continued to the September 23, 2013 Cabinet meeting**

Special Board Meeting  
September 17, 2013

Cabinet reviewed the draft September 17, 2013 agenda.

Board Presentation and  
Standing Board Item  
Calendar

**This item will return to the September 23, 2013 Cabinet agenda.**

Vacation Liability Report

**This item was continued to the September 23, 2013 Cabinet meeting**

Around the Table

Dr. Railey thanked Cabinet for participating in the Ellucian/Datatel action planning project. Ellucian/Datatel will prepare report on their findings as a result of the project on October 14, 2013. In addition, they will present an executive summary to Cabinet.