

# CHANCELLOR'S CABINET

8:30 am – 1:00 pm

DO Board Room

Mojdeh Mehdizadeh, Facilitator

<b>Tuesday, May 14, 2013</b>	
<b>Time</b>	<b>Item</b>
8:30 - 8:35 am	Review of Agenda
<b>Guest Speakers/Presentations</b>	
8:35 – 8:50 am	Anthony Deszily – Destination Wealth Mgmt.
8:50 - 9:05 am	Dr. Mac Powell, Interim President, JFK University
9:05 – 9:20 am	Laurie Earp – 65 <sup>th</sup> District Anniversary – Fundraiser & Event Planner
9:20 – 9:45 am	Internal Audit Report – Ronke Olatunji
9:45 – 10:00 am	Placement of Security Cameras on Campus/District Office – Chief Gibson
<b>Standing Items (Dr. Helen Benjamin)</b>	
10:00 – 10:05 am	Review of 04.23.13 Cabinet Notes, 05.22.13 Governing Board agenda*
10:05 – 10:15 am	Calendar review and Chancellor' report <ul style="list-style-type: none"> <li>• Cabinet Retreat</li> <li>• 2013-14 Cabinet Schedule*</li> </ul>
<b>Miscellaneous</b>	
10:15- 10:20 am	Governance & Service Handbook draft – Dr. Benjamin
<b>Human Resources (Gene Huff)</b>	
10:20 – 10:30 am	Negotiations Update
10:30 – 10:40 am	Classifications Update
<b>Communications/Community Relations (Tim Leong)</b>	
10:40 – 10:55 am	District Position on AB 955* and AB 840*
10:55 – 11:10 am	Report on Summer Marketing Campaign
<b>Education and Technology (Mojdeh Mehdizadeh)</b>	
11:10 – 11:25 am	Student Success Scorecard
11:25 – 11:35 am	Enrollment Update
<b>Administrative Services (Dr. John al-Amin)</b>	

11:35 - am	Name	Number	Title
	Helen Benjamin	AP1015.01	Process to Conduct Governing Board Self-Evaluation

**To begin the Approval Process**

11:50 am	Helen Benjamin	BP2020	Leaves for Attendance at Educational Activities Professional Development
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**Business Policies and Procedures:**

**Final Approval**

11:50 am	Name	Number	Title
	Ray	Bus. 5.01	Scheduled Maintenance and Special Repair Program
	Jonah	Bus. 3.38	Guidelines for the Establishment of Accounts for Clubs, Trusts or Donations
		Bus. 4.11	Gratuities: Tipping/Food Products ( <i>2<sup>nd</sup> Read</i> )
		Bus. 6.05	<del>Serving Alcoholic Beverages at College/District Activities</del>
		Bus. 6.06	Student Credit Card Solicitation
		Bus. 7.06	Enrollment Fees and Nonresident Tuition Refunds
		Bus. 7.09	Nonresident Fees and Determination of Residence ( <i>Delete</i> )
		Bus. 7.12	Nonresident Tuition Refunds ( <i>Delete</i> )
		Bus. 7.30	Banking and Armored Car Service ( <i>2<sup>nd</sup> Read</i> )
		Bus. 9.10	Payment of Special Service Contractors
		Bus. 9.13	Special Service Contractor Requisition Prior Board Approval Not Required (Form 4cd-31) ( <i>Delete</i> )
		Bus. 9.18	Use of Personal or District-Owned

			Telephones
		Bus. 9.46	Signature Authority and Delegation
		Bus. 12.30	United Faculty Release Time <i>(Delete)</i>
		Bus. 17.05	Instructions for Use of Expenditure Object Codes

***To begin the Approval Process***

12:45 pm	Jonah Nicholas	Bus. 9.22	Employee Reimbursement <i>(3<sup>rd</sup> Read)</i>
		Bus. 18.01	The CCCCD General Fund Budget <i>(Academic &amp; Professional)</i>
		Bus. 18.06	Budget Preparation

***Student Services Policies/Procedures:***

***To begin the Approval Process***

12:45 –	<b>Name</b>	<b>Number</b>	<b>Title</b>
1:00 pm	Mojdeh Mehdizadeh	BP3005	Intercollegiate Athletics
		S/S3005	Intercollegiate Athletics
		S/S3005.01	An Agreement Concerning Intra-District Athletic Participation <i>(Delete)</i>

Adjournment: 1:00 pm	Next Meeting, May 28, 2013
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**\*Attachments**