

Chancellor's CABINET HIGHLIGHTS

This is a publication of the Contra Costa Community College District Chancellor's Office
Dr. Helen Benjamin, Chancellor

Members of the Chancellor's Cabinet: *Helen Benjamin*, Chancellor; *Peter García*, President, DVC; *Eugene Huff*, Executive Vice Chancellor, Administrative Services; *Tammeil Gilkerson*, Diversity, Innovation and Inclusion Officer; *Cindy Goga*, Executive Foundation Director; *Andrew Jones*, Interim Executive Vice Chancellor, Education and Technology; *Robert Kratochvil*, President, LMC; *Tim Leong*, Director, Communications and Community Relations; *Mojdeh Mehdizadeh*, Interim President, Contra Costa College; *Sally Montemayor Lenz*, Associate Vice Chancellor, Educational Services; *Jonah Nicholas*, Associate Vice Chancellor/Chief Financial Officer; *Ray Pyle*, Chief Facilities Planner *Dio Shipp*, Associate Vice Chancellor/Chief Human Resources Officer

January 2016

Mission

The mission of the Chancellor's Cabinet is to serve as the leadership team ensuring the capacity of our District to educate students effectively and meet the needs of our communities in partnership with classified staff, faculty, and other managers.

Non-Resident Tuition Increase

Jonah reviewed with Cabinet the recommended increase to non-resident tuition fee to \$211, for a total of \$223, which is the legal minimum the District can charge. Non-resident students also must pay the \$46 per unit fee. The Governing Board will review this recommendation at their next meeting.

Pell Grants for Dually Enrolled Students

Cabinet reaffirmed its decision to not allow dually enrolled students to participate in the Pell Grant program.

Preventative Maintenance Programs

Cabinet discussed the District and college roles related to campus facilities preventative maintenance programs.

Campus Security Cameras

Cabinet agreed to move forward with the design work related to campus security cameras with the understanding that negotiations are underway on this matter.

Final Approval to District Policies and Procedures

Cabinet gave final approval to the following.

Number	Title
Pay 15.01	California State Teachers' Retirement System (CalSTRS)
Pay 15.03	Cash Balance State Teachers' Retirement System (Delete)
Bus. 10.01	Disposal of District Personal Property
Bus. 10.10	Equipment Inventory
Bus. 10.21	Vehicle Replacements
Bus. 11.00	Purchasing
Bus. 11.01	Purchasing Procedure Bids and Contracts
Bus. 11.02	Construction Bidding Guidelines
Bus. 11.03	Types of Purchases
Bus. 11.04	Submitting Purchase Requisitions
Bus. 11.06	Purchase Orders Preparation and Distribution
Bus. 11.07	Purchase Order Processing (Delete)
Bus. 11.10	Blanket Purchase Orders
Bus. 11.12	Acquiring Federal and State Surplus (Delete)
Bus. 11.14	Change Order Request
Bus. 11.15	Vouchers
Bus. 11.20	Receiving Shipments
Bus. 11.21	Return of Material to Vendor (Delete)
Bus. 11.22	Report of Shortage, Overage, or Damage of Goods (Delete)
Bus. 13.01	Records Retention and Destruction (Delete)