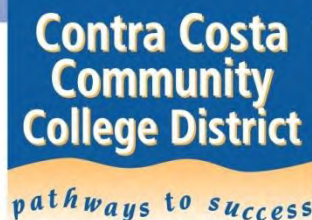


Chancellor's CABINET HIGHLIGHTS



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 Garcia*, President, DVC; *Eugene Huff*, Executive Vice Chancellor, Administrative Services; *Tammeil Gilkerson*, Diversity, Innovation and Inclusion Officer; *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

October 2015

~ 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.

Compressed Calendar

Cabinet announced the compressed calendar is moving forward and will be placed on the December 2015 Governing Board meeting agenda for approval, then submitted to the State Chancellor's Office by the end of the year.

Title IX, Clery and SaVE Acts

Liebert, Cassidy, Whitmore's Laura Schulkind gave Cabinet a training presentation on recent changes to Title IX, Clery and SaVE Acts.

Campus Telephones

Cabinet discussed the option of installing phones or speakers in all classrooms or buildings.

AB 288 Update

Sally shared with Cabinet a summary of AB 288, College and Career Access Pathways, and the ramifications it will have on the District.

2016 4CDLI

Cabinet reviewed and approved 19 participants in the 2016 4CDLI program.

Revised Procedures Given Final Approved

Cabinet gave final approval to the following policies and procedures.

The Contra Costa Community College District, founded in 1948 and governed by a publicly elected five-member board, is one of the largest multi-college community college districts in California. The mission of the District is to attract and transform students and communities by providing accessible, innovative and outstanding higher education learning opportunities and support services.

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Pay. 4.01	Form W-4, Employee's Withholding Allowance Certificate
Pay. 4.02	STRS Deduction for Extra Pay (Delete)
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Pay. 4.04	Mandated Medicare Tax Hourly Certificated Retirees
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Pay. 5.02	Local 1 Enrollment/Waiver Card (Delete)
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Pay. 7.10	Salary Continuance Insurance Posting (Delete)
Pay. 8.10	Sick Leave – Academic (Delete)
Pay. 8.11	Personal Necessity Leave for Academic Temporary (Part-Time) Service (Delete)
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Pay. 8.22	Jury Duty/Witness Leave (Delete)

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- Pay. 9.01 Absence Reports for Monthly Employees
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- Pay. 11.01 Time Cards for Classified **Hourly and Short-Term**/Substitute Employees
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- Pay. 11.05 Certification of Time Cards and Absence Reports
- Pay. 12.01 Student Summer Employment Procedure
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- Pay. 13.01 Governing Board Member Payments
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- Pay. 13.06 Contra Costa Community College District Governing Board Members Payment Processing (Delete)
- Pay. 14.01 Pre-Retirement Reduction of Faculty Employee Annual Workload
- Pay. 15.02 Part-Time Hourly "C" and "A/C" (CalSTRS) (Delete)
- Pay. 15.05 California State Teachers' – Retirement System Glossary of Terms (Delete)
- Pay. 15.10 California Public Employees' Retirement System (**CalPERS**)
- Pay. 15.12 Local Safety – 2% at 50 California Public Employees' Retirement System (Delete)
- Pay. 15.13 Employment After Retirement Public Employees' Retirement System (Delete)
- Pay. 15.14 California Public Employees' Retirement System Glossary of Terms (Delete)
- Pay. 15.20 Election of Retirement System Due to Change of Position California State Teachers' Retirement System? Or California Public Employees' Retirement System? (Delete)

Pay. 15.21	State Teachers' Retirement System Working After Retirement (Delete)
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Pay. 18.03	Contra Costa County Schools Insurance Group (CCCSIG) Work-Incurred Accident Procedures (Delete)
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BP 1019	Public Participation and Governing Board Meetings
BP 1024	Meetings of the Governing Board
Bus. 5.10	Planning for Construction, Renovation, or Alteration Projects
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Bus. 9.32	Lost, Stolen and Stale Dated Checks
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