

## Blue Ribbon Management Team Report

September 3, 2013

Classified Vacation Scheduling: You may have been provided with an annual vacation calendar by your supervisor and encouraged to fill it out with your vacation plans for the year. You are encouraged to use this calendar but it is not a requirement. This is a planning tool that could be used in your department to ensure that the accumulation of excess vacation days does not occur and to prevent the need for many people within a department to take a large number of vacation days in June. Managers are permitted to block off dates during which no vacations will be approved. The dates submitted on this calendar are not set in stone. Changes can be made at any time. While requests for vacations are generally on first-come-first-served basis seniority could come into play when two members of the same department request the same days. **Classified Vacation Scheduling** posted

Budget Presentation: Christine Nguyen reviewed the Adopted Budget Allocations for 2013-2014. This is the same information that has been presented at the September 4 Board meeting. **Adopted Budget 2013-2014** posted

One-Stop MOU: Laid-off Classified staff from the One-Stop Center are covered by the reemployment article of the CFCE contract for a period of 39 months. They will receive emails of jobs posted on the District employment website. They will receive priority consideration should they apply for a position within the District. They will be screened and interviewed prior to any other applicants. **One-Stop Center MOU 8.7.13** posted

Digital Signage: Dave Thompson demonstrated a digital signage tool that could be rolled out to monitors/touch-screen directories in the lobbies of the Learning Centers and College Center.

Veterans Presentation: Over the last year, several new federal mandates have been established for educational institutions to adhere to if they are serving active duty service members, veterans, spouses, and other military family members. The President's Executive Order (signed April, 2012) established the Principles of Excellence which is also included in the new DoD MOU (Department of Defense Memorandum of Understanding) that sets standard practices for all schools receiving military tuition assistance and veteran education benefits. Recently, President Obama has called for all schools to sign the Keys to Veteran Success, which Dr. Adrian has done for Coastline. Copy of PowerPoint presentation, **CCC Military and Veteran Affairs at BRMT**, posted