



**Chabot-Las Positas Community College District
Chancellor's Council**

Tuesday, January 21, 2020

3:00 – 4:30 p.m.

District Office, Conference Room 1

Meeting Minutes

Present: Ron Gerhard, Noell Adams, Roanna Bennie, Miguel Colon, Dave Fouquet, Blessing Nkrumah, Ashanti Robinson, David Rodriguez, Susan Sperling, Sarah Thompson, Rachel Ugale, Chasity Whiteside, Yvonne Wu Craig (phone)

Guests: David Betts, Jennifer Druley, Theresa Fleischer Rowland, Wyman Fong, Bruce Griffin, Samantha Kessler (phone), Owen Letcher, Guisselle Nunez

Interim Chancellor Ronald Gerhard called the meeting to order at 3:02 p.m.

1. Review and Approval of the December 17, 2019 minutes

The minutes were reviewed and approved with a minor verbiage change for more clarification to agenda item 3. **(Adams/Bennie). Colon, Thompson, and Whiteside abstained.**

Ms. Chasity Whiteside was introduced to Council and will be serving as the Classified Senate representative for the District Office.

2. Board Policies/Administrative Procedures (standing item)

- First Reading
 - i. BP 2717 Personal Use of Public Resources
 - ii. BP 2720 Communication Among Board Members
 - iii. BP 2725 Board Member Compensation
 - iv. BP 2730 Board Member Health Benefits

Mr. Gerhard discussed the process of going through board policies and administrative procedures. These board policies are presented for review. Between now and the next Chancellor's Council is the opportunity to vet them with all constituents.

- Second Reading
 - i. BP 2610 Presentation of Initial Collective Bargaining Proposals

- ii. AP 2610 Presentation of Initial Collective Bargaining Proposals
- iii. BP 2710 Conflict of Interest
- iv. AP 2710 Conflict of Interest
- v. BP 2715 Code of Ethics/Standards of Practice
- vi. BP 2716 Political Activity

These BPs and APs were brought back for a second reading. The second readings were approved, but it was noted that the accreditation citations need to be reviewed and updated before moving forward. There was a motion that all policies and procedures be reviewed by the Vice Chancellor of Educational Services and Student Success to make sure the accreditation identifiers are up to date. **(Thompson/Rodriguez)**

3. BP/AP on Information and Communications Technology Accessibility & Acceptable Use
Ms. Noell Adams brought forward BP 3725 and AP 3725. This was brought up in the Technology Committee in the fall. In the regular review cycle of BPs and APs, this would not come forward until 2021-2022 and it may be too important to wait to address the issue. There are cases where faculty members are putting tools into their Canvas module that are not web accessible. A workgroup was suggested to come up with a recommendation. The Directors of DSPS would need to support the workgroup. The League's template for the policy and procedure could be used as a starting template. CTO Bruce Griffin mentioned that this has been on the radar of TCC for some time. There may be some exposure by not having a policy in place. VC Wyman Fong agreed that we should be proactive with this. It was stated that there should be a leader that recommends the new policy and procedure, with a mapped out timeline, before moving forward to the executive team. Mr. Gerhard discussed that this deals with Educational Services and Student Success and VC Fleischer Rowland would be the lead. Mr. Griffin reiterated that there are not many meetings left for the year, so the workgroup would be a good approach. No other concerns were voiced.

4. Use of Video Technology for Recruitments
Mr. Miguel Colon asked how recruitment efforts can be broadened. There may be applicants interested in a job, but have limited resources to show up physically for the interview. There are other districts that utilize different options for interviews. He mentioned that he met with Mr. David Betts and Ms. Jennifer Druley and it was discussed that there are needed policies. There are other districts that have adopted such policies to use technology in recruitments. Ms. Thompson stated that there is nothing prohibiting us from using technology, but it is not a standard practice. Council discussed instances of technology failure. There are pros and cons and there is a need for guidelines and procedures that are well documented and defined. Faculty positions require teaching demonstrations, which may make it challenging to offer. Other technical challenges were also discussed, but should not impede moving forward. Human Resources will pilot this to see what works and what does not. VC Fong asked if it could be agreed upon that first levels could include the use of technology. More questions arose regarding what would be offered for recruitments this spring and how timelines would be adjusted between first

and second level interviews, with regard to candidate travel expenses. It was noted that there have been failed searches because of not having the option of technology use. It was agreed that being equity minded is a shared goal for all and also a statewide effort. Updates regarding technology use with recruitments will be added to a future agenda.

5. EMP & DSP Update

VC Theresa Fleischer Rowland announced that Signature Solutions is moving forward for board approval. This will be a twelve-month process, focused on increased participation from the colleges. There was some discussion on compensation. Faculty are needed for accreditation and master planning and there is some real stretching with regard to contract language. The contract is \$180k and the district put aside \$200k. It was questioned if a portion of the budget would be allocated to the colleges for doing the work. Mr. David Rodriguez stated that it is great to get involved at the start, but the colleges are very stretched with the other planning that is being done. Resources are really important to discuss. Discussion on the level of commitment will help unify ourselves and get buy in. Dr. Susan Sperling stated there is a lot of solidarity between the colleges and it is important that the educational master plan is a manifestation of that movement forward. It is important to have a highly defined plan, with deadlines and who is in charge of each deliverable. A retreat was suggested. Mr. Gerhard reminded the council that before putting out the bid, the heavy load at the colleges was discussed and there was effort put into the bid. In looking at their response, basically each college would have a designated representative and it is blocked off into a number of hours. \$180k is extremely cheap, but it makes sense because we wanted to do a lot of the heavy lifting. Each of our colleges have vastly different shared governance structures and that will feed into how much additional funding each college is going to need to help create this living document that will guide as the framework to get us through the coming years. Perhaps the coordinating committee would have a retreat to discuss. The SCFF will also be noted in the educational master plan and that section will have to be revised and adjusted because this plan will not be looking at how we are getting funded today. Dr. Fleischer Rowland mentioned the last time the district went through this, the roles of the committee were council. Each campus will have a task force. There is a 3-hour planning session taking place with the consultants, after board approval. Mr. Gerhard stated that council would not be on the coordinating committee. There are key members that should be at the table that do not attend council. An update will come forward to the next meeting.

6. Free Tuition

With the lack of available time, this agenda item will be added to the next meeting's agenda. Mr. Dave Fouquet discussed the distributed document regarding free-tuition offered in the greater bay area that shows Chabot-Las Positas offering non compared to all of the other colleges offering some sort of free-tuition. This could be impacting

enrollments, especially on areas that fringe the district's boundaries. Further discussion will take place at the February Council Meeting.

7. Future Agenda Items

- Free Tuition
- Human Resources Pilot for Recruitment Technology Use
- Awarding of Degrees and Certificates

The meeting adjourned at 4:34 p.m.

Next Meeting: *Tuesday, February 11, 2020*