



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

Tuesday, March 8, 2016

3:00-4:30 pm

District Office, Conference Room 1

cccConfer available

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V.C. Legaspi to chair meeting while Chancellor Jackson attends ACCJC's LACCD Evaluation Site Visit.

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1. Update on the GO Bond Election-(LLegaspi)
2. Need to negotiate impact effects of new Course Management System-(CLOfft/MKorber)
3. Administrator Evaluations-(MKorber)
4. Board Policy 4020-(MKorber)
5. Other

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Next Meeting: April 12, 2016
3:00-4:30pm
District Office Conference Room 1

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Future Agenda Items:

1. Tracking for 67% Law - (CLOfft)
2. Classified Professional Leadership Program Update - (JJackson)

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

CHANCELLOR'S COUNCIL

MINUTES

Meeting of March 8, 2016

Attendance: Lorenzo Legaspi (For Chancellor Jackson)
Noell Adams (Teleconference)
Laurie Dockter
Wyman Fong
LaVaughn Hart (For Charlotte Lofft)
Melissa Korber (Teleconference)
Jeannine Methé
Guisselle Nunez (Teleconference for item #1)
Mr. Pedro Ruiz DeCastilla
Barry Russell (Teleconference)
Susan Sperling

Handouts: 1) BP 4020 – Program, Curriculum, and Course Development;
2) Administrator Performance Evaluation System Procedure.

I. Update on GO Bond Election

Vice Chancellor Legaspi reported that the polling has occurred and results were presented to the Board. He reported that the Board approved going out for a GO Bond at the June 7 election. He reported that the next step in the campaign is to acquire volunteers. He reported that campaigning cannot be done during work hours, and must be outside of our email system. He noted that historically the Chancellor's Council is the Campaign Committee because the group represents the constituency groups. He noted that additional volunteers will also be needed.

In response to an inquiry raised by Ms. Noell Adams, Vice Chancellor Legaspi and Director Ms. Guisselle Nunez explained the many tasks of the Campaign Committee. Vice Chancellor Legaspi reported that there would be a training meeting for all volunteers so there would be no ambiguity regarding "do's and don'ts." He noted all business would be done through personal email and phones. He requested that Council Members provide him their information.

II. Negotiation of Impact Effects of New Course Management System

Ms. LaVaughn Hart reported that the first meeting of the Taskforce studying the impact of the possible implementation of the new Course Management System (Canvas vs.

Blackboard). Vice Chancellor Legaspi questioned whether there is a need to negotiate this issue, to which Ms. Hart reported that it definitely affects working conditions for faculty and would need to be negotiated.

Ms. Korber questioned the timing of this issue. Vice Chancellor Fong reported that the Taskforce has just recently held the initial meeting.

The question was raised as to who was in attendance at this initial meeting, to which Vice Chancellor Fong reported it included Charlotte Lofft, LaVaughn Hart, Tom deWit, Vicki Shipman, Debbie Fields, Jeannine Methe, Stacy Thompson, Roanna Bennie, and himself.

Vice Chancellor Legaspi reported that once something is in place, then we would negotiate what that will mean. In response, Ms. Korber questioned if it would be better to consider the impact before something is in place. Ms. Hart reported that it is her understanding that a decision has not been made as yet. Ms. Hart noted that the groundwork can be laid out, which was the intent of the initial meeting.

Ms. Dockter reported that the Chabot Faculty representatives came away from the initial meeting feeling that the decision had already been made. She also expressed that the impact of the change would be significant. Ms. Hart reported that she came away from the meeting understanding that a decision is approximately one month away from a recommendation being made on Canvas; and at a later time, a recommendation on OEI. She noted that they are two separate discussions, even though they are tied together.

Vice Chancellor Fong reported that he would clarify with the Chancellor the intent of the responsibility of the Taskforce.

III. **Administrator Evaluations**

Ms. Melissa Korber requested that this agenda item be tabled until a time when the Chancellor was in attendance.

IV. **Board Policy 4020**

Ms. Melissa Korber reported that she requested this Board Policy be on the agenda for two reasons: LPC has started to look at program introduction and were reviewing the Policy and Procedures. She noted that the AP references the District Curriculum Council; and they determined that this would be a good time to review this policy/procedure to reflect what the actual process is. She questioned, as this Policy falls under Academic Senate (rely primarily) if it would be reviewed by a taskforce, and if so, she would like to be part of it.

Vice Chancellor Legaspi reported that he would discuss this with the Chancellor and bring it back to the Council.

President Russell reported that this issue has come up and he wants to be sure that the definition of Program is clear. He noted that there is Instructional Curriculum Programs which fall under the Academic Senate but there could be other Programs at the College(s) i.e. Financial Well-being Programs, Financial Aid Programs, that don't fall under the Academic Senate. Ms. Korber expressed her agreement and reported that this should be pointed out in the Policy.

Ms. Laurie Dockter also noted a need to review the District Board Policy/Procedure on Hiring Procedures. Vice Chancellor Fong expressed agreement as the procedures were developed by a committee prior to his assuming the office of Vice Chancellor of Human Resources.

V. **Other**

President Sperling questioned the levels of the hiring interview process. She expressed that she believes the District should have a policy for this.

VI. **Future Agenda Items**

1. Classified Professional Leadership Program Update (JJackson)
- 2.. Administrator Evaluations

VII. **Adjournment**

Vice Chancellor Legaspi adjourned the meeting.

VIII. **Next Meeting**

April 12, 2016, 3:00 – 4:30 p.m., District Office Conference Room 1.

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