

**PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of February 17, 2015**

ITEM TITLE:

1. Consider approval of nominations from constituency groups to form the Chancellor Selection Committee in accordance with Board Policy 2431 Chancellor Selection. Presenter: Trustee Brown

SPECIFIC BOARD ACTION REQUESTED:

In accordance with Board Policy 2431, the following constituency groups have submitted nominations of representatives to serve on the Chancellor Selection Committee, which will be representative of the District and all four colleges for the Board's consideration: Academic Senate and Peralta Federation of Teachers jointly nominated four (4) representatives; SEIU Local 1021, IUOE Local 39, and the Classified Senate jointly nominated three representatives. The Chancellor nominated two administrators; Student Trustees nominated 1-2 students; and, three (3) community members at large were nominated by the Board. Upon the approval of the nominations by the Board of Trustees, the Chancellor Selection Committee will begin its work by attending an orientation meeting, which will be held between April 8 – 15, 2015.

ITEM SUMMARY: *(PLEASE DISCUSS THIS ITEM. IF A VENDOR IS INVOLVED, PLEASE INCLUDE THE COMPANY NAME AS WELL AS THE INDIVIDUAL.)*

SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):

BACKGROUND/ANALYSIS:

DELIVERABLES AND SCOPE OF WORK:

ANTICIPATED COMPLETION DATE:

ALTERNATIVES/OPTIONS:

EVALUATION AND RECOMMENDED ACTION:

OTHER DEPARTMENTS IMPACTED BY THIS ACTION (E.G. INFORMATION TECHNOLOGY):

YES _____ NO X

COMMENTS:

WHO WILL BE PRESENTING THIS ITEM AT THE BOARD MEETING? VICE CHANCELLOR TRUDY LARGENT

(*****Board contract approval is subject to negotiation and execution by the Chancellor.)

DOCUMENT PREPARED BY:

Prepared by: Trudy Largent, Vice Chancellor
[Enter Here - Your Name and Title of Individual]

Date: 02/09/15

DOCUMENT PRESENTED AND APPROVED BY:

Presented and approved by: Trudy Largent
[Trudy Largent, Vice-Chancellor]

Date 02/09/15

FINANCE DEPARTMENT REVIEW

Finance review required Finance review *not* required

If Finance review is required, determination is: Approved Not Approved

If not approved, please give reason: _____

Signature: _____ Date: _____
Susan Rinne, Interim Vice Chancellor for Finance and Administration

GENERAL COUNSEL (Legality and Format/adherence to Education Codes):

Legal review required Legal review *not* required

If Legal review is required, determination is: Approved Not Approved

Signature: _____ Date: _____
General Counsel

CHANCELLOR'S OFFICE APPROVAL

Approved, and Placed on Agenda Not Approved, but Placed on Agenda

Signature: José M. Ortiz Date: 02/09/15
Dr. José M. Ortiz, Chancellor

BOARD POLICY 2431 CHANCELLOR SELECTION

In the case of a Chancellor vacancy, the Board of Trustees shall establish a search process to fill the vacancy. The Board has the final authority to select the Chancellor. The process shall be fair and open and comply with relevant regulations.

- A. The Peralta Colleges shall organize one or more public forums to provide input for the development of the job description and search timeline. Invitations to the public forum shall be extended to all stakeholders, including but not limited to students, classified employees, confidential employees, faculty, managers, members of the community, and trustees.
- B. The District shall conduct a national search.
- C. The Board of Trustees shall constitute a selection committee to review applications, interview candidates, and recommend candidates for final interviews by the Board. The selection committee shall consist of eleven (11) to fourteen (14) members: two (2) administrators, four (4) faculty members, three (3) classified employees, one (1) to two (2) students, and one (1) to three (3) community members. The selection committee shall represent various elements of the District's community, incorporating diversity and including representatives from all four colleges and the district office, bargaining units, senates, and student groups.
- D. The Board may select consultants to serve the selection committee, including but not limited to facilitating committee meetings. The equal employment opportunity officer or designee from the Human Resources Department shall assist the selection committee to ensure that the selection procedures and the applicant pool are properly monitored as required by Title 5 and District policies and procedures.
- E. Members of the Board of Trustees shall not directly participate in the selection committee processes. Representatives of the Board of Trustees may directly meet with the selection committee at the outset of the search process. The Board may request the selection committee to consider asking one (1) or two (2) questions of the candidates during the interviews.
- F. The selection committee shall recommend five (5) candidates as finalists for consideration by the Board. Finalists will be invited to at least one district-wide public forum. Notwithstanding, the Board may decide prior to announcing the finalists and conducting a public forum:
 - i. Not to interview the finalists and reopen the process; or
 - ii. To request the selection committee to review the candidates' pool, and the selection committee, at its own discretion, may bring forth up to three (3) more finalists for consideration with the original finalists.
- G. As part of the overall evaluation process, the Board shall authorize site visits that, among other things, focus on the candidate's leadership and management skills in various areas, including finance, facilities, planning, shared/participatory governance, collective bargaining, educational programs, professional development, diversity, student equity and success, and community service, among others. Recent accreditation reports, press releases and accounts in local media may help in the evaluation process. Board members shall conduct the site visit(s). The site visit(s) include trustees as well as managers, faculty, and classified staff. The President of the District Academic Senate President (or designee) and President of the Peralta Federation of Teachers (or designee) shall be invited to participate in the site visit(s). Site visit(s) may be conducted before or after the district-wide public forum at the discretion of the Board.

Reference:

Accreditation Standard IV.B.1, IV.B.1.j.
Title 5, Sections 53000 et seq.

Replaces:

Board Policy 1.20 Chancellor Selection adopted July 12, 2005 and last revised October 12, 2010

Approved by the Governing Board: September 27, 2011