

**CONTRA COSTA COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA**

George R. Gordon Education Center
500 Court Street
Martinez, California 94553

October 9, 2013

Public Session: 5:00 p.m.

Closed Session: 5:05 p.m.

Public Session: 6:00 p.m.

TABLE OF CONTENTS

Written materials distributed to the Governing Board within 72 hours of the Board's regular meeting/study session are available for public inspection at the Chancellor's Office in the District Office located at 500 Court Street, Martinez, California, 94553. This does not apply to closed session materials.

I. OPEN PUBLIC SESSION - CALL TO ORDER – 5:00 P.M.

- Call regular meeting to order. Notation of Board member(s) absent under provisions of Board Report No. 30-F, 2.12.86.

II. RECESS TO CLOSED SESSION – APPROXIMATELY 5:10 P.M.*

- A. Public employee performance evaluation
 - Chancellor
- B. Denial of claim
 - Claimant: Jeanette Thomas
 - Agency claimed against: Contra Costa Community College District
- C. Public employee discipline/dismissal/release
- D. Conference with legal counsel – existing litigation
- E. Conference with labor negotiator (Government Code Section 54957.6):
 - 1. Agency designated representative: Dr. Helen Benjamin, Chancellor
 - a. Unrepresented employees: Vice Chancellor, Administrative Services
 - Vice Chancellor, Education and Technology
 - Vice Chancellor, Human Resources/Chief Negotiator
 - 2. Agency negotiator: Eugene Huff
 - a. Employee organizations: United Faculty and Public Employees Union, Local 1
 - b. Unrepresented employees: Manager/supervisor/confidential employee groups

If closed session is not concluded by 6:00 p.m., the Board will reconvene the public session and recess to closed session at the conclusion of the public session.

III. RECONVENE PUBLIC SESSION – APPROXIMATELY 6:00 P.M.

- Announcement of reportable actions taken by Governing Board in closed session

IV. PLEDGE OF ALLEGIANCE TO U.S. FLAG

V. SEATING OF GOVERNING BOARD MEMBER FOR WARD III PROVISIONAL APPOINTMENT AND ADMINISTRATION OF OATH

- To be determined

The mission of the Contra Costa Community College District is to attract students and communities, to cultivate a sustainable culture of wellbeing, learning, success and achievement for our students. As a District, we are dedicated to continuously increasing our ability to serve the evolving needs of our students and community by providing accessible, equitable and outstanding higher education learning opportunities and support services. All decisions about resources are informed by looking at access and success through an equity lens.

VI. PUBLIC COMMENT

According to Government Code Section 54954.2(a), when responding to public comment, Governing Board members and staff may respond as summarized below:

- *briefly respond to statements made or questions posed by persons making public comment;*
- *ask questions for clarification or make a brief announcement;*
- *provide a reference to staff or other resources for factual information;*
- *request staff to report back to the body at a later meeting; or*
- *direct staff to place the matter on a future agenda.*

VII. GOVERNING BOARD FACILITATED DISCUSSION ON COMMUNICATION PROTOCOLS

- Dr. Cindra Smith, Facilitator

VIII. REPORTS – CONSTITUENCY LEADERS

- A. District Governance Council
 - Donna Floyd, Chairperson
- B. Employee organizations
 - 1. Academic Senate
 - Wayne Organ, Contra Costa College
 - 2. Classified Senate
 - Linda Kohler, Los Medanos College
 - 3. United Faculty
 - Glenn Appell, President
 - 4. Local 1
 - a. Mike West, President
 - b. Kasmir Zaratkiewicz, Business Agent
 - 5. Management Council
 - Michael Almaguer, Chairperson

IX. CONSENT AGENDA – ACTION ITEMS

Time will be provided before the vote for clarification questions on any item under the Consent Agenda. Clarification questions may be asked without removing an item from the Consent Agenda. By single motion, the Governing Board approves the following items or actions which reflect application of Board Policy and California Education Code. Any items marked consent may be moved from the list at the option of a Board member, or with Board consent, the Chancellor or a member of the public and acted on separately.

- A. **MINUTES** – Recommend approval of:
 - Minutes of regular meeting September 11, 2013
- B. **FINANCE AND ADMINISTRATION BOARD REPORTS** - Recommend approval of:
 - 19-A Ratification of payroll for month ended August 31, 2013
 - 19-B Ratification of vendor payments for month ended August 31, 2013
 - 19-C Denial of claim
- C. **PURCHASING BOARD REPORTS** - Recommend approval of:
 - 20-A Agreements and amendments to agreements
 - 20-B Purchase orders and change orders
- D. **HUMAN RESOURCES BOARD REPORTS** - Recommend approval of:
 - 21-A Employment and change of status of management/supervisory/confidential employees
 - 21-B Employment and change of status of contract academic employees
 - 21-C Employment and change of status of temporary academic employees
 - 21-D Employment and change of status of classified employees

- E. **EDUCATION AND TECHNOLOGY BOARD REPORTS**– Recommend approval of:
- 22-A New Associate in Art – Transfer (A.A.-T) degree in Political Science –Contra Costa College
 - 22-B Revised Associate in Art and Certificate of Achievement in Medical Assisting and Office Technician – Contra Costa College
 - 22-C Revised Certificate of Achievement in Real Estate – Contra Costa College
 - 22-D New Certificate of Achievement in Biotechnology Assistant – Contra Costa College
 - 22-E New Certificate of Achievement in CSU General Education (CSU-GE - Breadth) – Los Medanos College
 - 22-F New Certificate of Achievement in Intersegmental General Education Transfer Curriculum (IGETC) – Los Medanos College

X. **ACTION ITEMS REMOVED FROM CONSENT AGENDA**

XI. **NONCONSENT AGENDA – ACTION ITEMS**

- A. **FINANCE AND ADMINISTRATION BOARD REPORT** - Recommend approval of:
- 23-A Measure A 2002 and 2006 Bond Oversight Committee – member replacement
- B. **HUMAN RESOURCES BOARD REPORT** - Recommend approval of:
- 24-A Classification descriptions and/or salary schedules
 - Addition of new contractor administrator classification descriptions:
 - Executive Vice Chancellor, Administrative Services
 - Executive Vice Chancellor, Education and Technology
 - Associate Vice Chancellor/Chief Financial Officer
 - Associate Vice Chancellor/Chief Human Resources Officer
 - Associate Vice Chancellor, Educational Services
 - 24-B Reorganization of Diablo Valley College management
- C. **EDUCATION AND TECHNOLOGY BOARD REPORTS** - Recommend approval of:
- 25-A Proposed New Curriculum and Instruction Procedure 4014, Course Prerequisites, Corequisites, and Advisories on Recommended Preparation, (second reading)
 - 25-B Proposed New Board Policy 4015, Course Prerequisites, Corequisites, and Advisories, (second reading)
 - 25-C Substantive change proposal for public safety programs – Fire Academy and Police Academy at Los Medanos College
- D. **FACILITIES PLANNING BOARD REPORTS** - Recommend approval of:
- 26-A Facilities planning agreements and amendments to agreements
 - 26-B Seismic risk mitigation implementation plan update
- E. **MISCELLANEOUS BOARD REPORT** – Recommend approval of:
- 27-A Proposed New Board Policy 1021, Vacancies on the Governing Board, (second reading)

XII. **GENERAL AGENDA ITEMS – INFORMATION/DISCUSSION**

- A. Impact of Senate Bill 150 on high school students enrolled in community colleges
- B. Annual sustainability report for 2012-13
- C. ABX 126 Oversight Board member replacement nominees
- D. Proposed revisions to Board Policy 2020, Leaves for Attendance at Educational Activities-Professional Development, (first reading)
- E. Proposed revisions to Board Policy 3005, Intercollegiate Athletics, (first reading)
- F. Measure A 2002 and Measure A 2006 bond update report
- G. Financial statements for the quarter ended June 30, 2013

- H. Fiscal trends report for the period ended August 31, 2013
 I. New course offering – Diablo Valley College - BCA-260
 J. Resignations, retirements, 39-month reemployment and/or leaves of absence

| <u>Location</u> | | <u>Position</u> |
|--------------------|-------------------------|------------------------|
| Resignation | • Contra Costa College | • Senior Account Clerk |
| Retirements | • Contra Costa College | • Speech Professor |
| | • Diablo Valley College | • Vice President |

- XIII. **REPORTS – COLLEGE PRESIDENTS, GOVERNING BOARD, AND CHANCELLOR**
 XIV. **GOVERNING BOARD SUGGESTIONS FOR FUTURE AGENDA TOPICS**
 XV. **RECESS TO CLOSED SESSION**
 XVI. **SIGN DOCUMENTS**
 XVII. **ADJOURN**

More detailed information about each agenda item is contained in the Governing Board reports, copies of which are available upon request at the office of the Chancellor and at each college President's office. The Contra Costa Community College District will provide reasonable accommodations for disabled individuals planning to attend Governing Board meetings. For information and arrangements call the Executive Coordinator to the Governing Board at 925.229.6821.