

### 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 ~~engage the District community (e.g., via forums or surveys) organize one or more public forums~~ to provide input for the development of the ~~Chancellor position profile regarding such topics as organizational opportunities and challenges, leadership priorities, and desired skills and characteristics~~~~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~~~~administrators~~, members of the community, and trustees.

Language around forums was not consistent, as they seemed optional in some places and mandatory in others. Strongly recommend that public forums take place -- preferably 'in-person'.

- B. The District shall conduct a national search.
- C. The Board of Trustees shall constitute a ~~Screening Committee~~~~selection committee~~ to review applications, interview candidates, and recommend candidates for final interviews by the Board.
- i. The ~~Screening Committee~~ ~~selection committee~~ shall consist of ~~fifteen to eighteen (15-18)~~ ~~eleven (11) to fourteen (14)~~ members: two (2) administrators, four (4) faculty members, three (3) classified employees, ~~one (1) confidential employee~~, one (1) to two (2) students, ~~and~~ one (1) to three (3) community members, ~~and three (3) trustees~~. The ~~selection committee~~~~Screening Committee~~ shall represent various elements of the District's community, incorporating diversity and including representatives from all four colleges and the ~~district~~ District office, bargaining units, senates, and student groups.

Strong objections to the language change and practice "Screening Committee vs. Selection Committee". Board Members on the "screening committee" which recommends to the "selection committee."

Three Board of Trustee members equaling twenty percent of the total screening committee is problematic.

Concerns over Trustees at screening level ranged from recommendations to reducing from three to eliminating altogether at the first level. Concern is the proposed change would allow the Board to influence both interview stages in addition to making the final selection. Similarly, it was stated that having trustees on the first level hiring committee does not match hiring practices throughout the district.

Clarify who appoints individuals/representation on the screening/selection committee?

- ii. By agreeing to serve, committee members are making a contract to maintain strict confidentiality throughout the entire hiring process and after the committee concludes its work. A committee member who fails to participate or compromises any aspect of the process may be removed from the committee by the committee chair in consultation with Human Resources.

Clarify how the "confidentiality" requirement between the "screening committee" and the "selection committee" will be enforced where the Board of Trustees have representation on both the "screening committee" and the "selection committee".

Need more specifics are needed about timing of public forums/surveys in the process

- iii. The equal employment opportunity officer or designee from the Human Resources Department shall assist the ~~selection committee~~ Screening Committee to ensure that the selection procedures and the applicant pool are properly monitored as required by Title 5 and District policies and procedures.
- D. The Board may select consultants ~~to serve the selection committee, including but not limited to facilitating committee meetings.~~ to support the selection process and perform functions such as the following:
- i. Work with the Board in establishing parameters and other details of the selection process to include a clear timeline;
- ii. Provide training for all individuals participating in the selection process;
- iii. Gather stakeholder feedback on the attributes the District desires in a Chancellor;
- iv. Lead development of the position announcement;

- v. Implement a comprehensive outreach strategy to recruit and cultivate a diverse pool of candidates;
- vi. Support Human Resources, as desired, in scheduling interviews and other interactions with applicants;
- vii. Conduct extensive and confidential background and reference checks on finalists;
- viii. Interact on behalf of the District with applicants; and
- ix. Perform other duties as the Board desires.

Clarity needed – Does the consulting firm provide ALL of the variety of information gathered to the “screening” or “selection” committee for overall consideration? Can this practice be included in the revised policy?

~~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.~~

~~C. 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.~~

~~D-E.~~ The ~~selection committee~~ Screening Committee shall recommend three (3) to five (5) candidates as finalists for consideration by the Board. Finalists will be invited to at least one ~~district~~ District-wide public forum prior to the Board conducting final interviews. Notwithstanding, at any point, the Board may decide prior to announcing the finalists and conducting a public forum: not to interview finalists and to reopen the search process.

More specifics are needed about timing of public forums/surveys in the process.

- ~~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.~~

~~E-F.~~ As part of the overall evaluation process, the Board ~~shall~~ may authorize a site visit to one or more candidate's campus or additional inquiries regarding site visits that, among other things, focus on the candidate's leadership and management skills in various areas, including such as 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). Should Board members decide to conduct a site visit, they will manage the process as follows:~~

- ~~i.~~ The site visit(s) will include trustees as well as ~~managers~~ administrators, 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).
- ~~ii.~~ Site visit(s) may be conducted before or after the ~~district~~ District-wide public forum at the discretion of the Board.

Site visit should be at or near the level of being required. At the same time, a recommendation was made for a contingency if a potentially successful candidate is either retired or not employed. The feeling was that a required site visit in this case could be potentially discriminatory, especially if the final selection or a finalist is a retiree.

Site visits should be required.

Classified Senate and SEIU are not represented on the site visit team

~~F-G.~~ The Board of Trustees shall interview final candidates and select the new Chancellor.

It should be stated clearly in the job announcement and elsewhere in the process that the successful candidate will be required to work in person, as student leaders want to ensure the permanent candidate is “in the community.”

Request that the Board of Trustees provide rationale for the final selection in the form of an announcement/public comment.

Reference:

ACCJC Accreditation Standard IV.B and IV.C.3 (formerly IV.B.1 and 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

Reviewed and approved by the Governing Board: April 14, 2015

**2023 PROPOSED REVISION**  
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  - ii. By agreeing to serve, committee members are making a contract to maintain strict confidentiality throughout the entire hiring process and after the committee concludes its work. A committee member who fails to participate or compromises any aspect of the process may be removed from the committee by the committee chair in consultation with Human Resources.
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- F. As part of the overall evaluation process, the Board may authorize a site visit to one or more candidate's campus or additional inquiries regarding the candidate's leadership and management skills in various areas, such as finance, facilities, planning, shared/participatory governance, collective bargaining, educational programs, professional development, diversity, student equity and success, and community service. Recent accreditation reports, press releases, and accounts in local media may help in the evaluation process. Should Board members decide to conduct a site visit, they will manage the process as follows:
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  - ii. Site visit(s) may be conducted before or after the District-wide public forum at the discretion of the Board.
- G. The Board of Trustees shall interview final candidates and select the new Chancellor.

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**PERALTA COMMUNITY COLLEGE DISTRICT  
PARTICIPATORY GOVERNANCE COUNCIL (PGC)  
MINUTES**

Friday, February 24, 2023

9:00 AM – 11:00 AM

Join the meeting:

<https://us02web.zoom.us/join/zoom-join?from=addon>

**CO-CHAIRS**

Jannett Jackson, Interim Chancellor

Donald Moore, DAS President

Tachetta Henry, Classified Senate President, Merritt

**COUNCIL MEMBERSHIP**

Angélica Garcia, President, BCC	Jannett N. Jackson, Interim Chancellor
Diana Bajrami, Interim President, CoA	Ronald McKinley, Interim Vice Chancellor, HR
Rudy Besikof, President, Laney	Matthew Freeman, President, BCC Faculty Senate
David Johnson, President, Merritt	Matthew Goldstein, President, COA Faculty Senate ( <i>Substitute Jennifer Fowler</i> )
Leslie Blackie, President, Laney Faculty Senate ( <i>Substitute Nate Failing</i> )	Thomas Renbarger, President, Merritt Faculty Senate
Richard Thoele, President, Local 1021 – ( <i>Substitute Roberto Gonzales</i> )	Vacant, Local 39
Jennifer Shanoski, President, PFT ( <i>Substitute Jeffrey Sanceri</i> )	Donald Moore, President, DAS
Leesa Hogan, Student Representative	Tachetta Henry, Classified Senate President, Merritt
Brandi Howard, Notetaker (non-voting)	

*Members – 16; Quorum – 9*

**I. STANDING ITEMS**

**A. CALL TO ORDER (9:05 am)**

**B. ADOPTION OF THE AGENDA (9:10 am)**

i. Agenda order revised

ii. Agenda

VOTE: APPROVED (w/ 1 Abstain – Jeffrey Sanceri)

**C. CHANCELLOR’S REPORT**

i. Chancellor’s Report & General Update

Interim Appointments – One year extension was requested as we search to fill the seat of permanent Chancellor. Chancellor gave a recap of why and how the current Interim Executive Offices were appointed. Reminded PGC members that hiring was halted due to the COVID 19 shutdown which began March 2020. PCCD awaits guidance/clarity from the State Chancellor’s Office. State Chancellor’s Office extended and executive order which

superseded Title 5 (Chancellor Oakley's Executive Order 2020-04). The question is related to receiving clarity confirming the start and end date of the exemption (executive order).

- Received report from the Department of Education. Title IV program review performed. Chancellor recapped timeline for meeting the deadline. The preliminary report was received. Ken Lira, Adil Ahmed, Tina Vasconcellos and Stephanie Droker are leading the work. The first report is due today, February 24, 2023. The finale report is due April 3, 2023. An update will be presented to the PGC membership in March leading up to the April 3<sup>rd</sup> deadline. Chancellor Jackson gave a heads up about the possible changes that we'll need to implement Districtwide as a result of the DOE program review outcomes.
- Chancellor's Workgroup (CWG) – February 2022 the Chancellor's Workgroup was formed. Chancellor Jackson gave a recap related to how the CWG was formed and covered some of the wins. Adoption of Tri-Chairs on participatory governance Committees, development of template to promote having a similar structure for each of the committees and strong support structures throughout the participatory governance structure, DOE components to address Districtwide concerns and make recommendations to the PGC. President Besikof shared appreciation for the work of PGC.

#### **D. APPROVAL OF PREVIOUS PGC MEETING MINUTES (10:25 am)**

Friday, January 27, 2023 –

VOTE: APPROVED (two abstentions)

- Note about Dr. Bajrami highlighting the existing hiring process for faculty. Chair is a Faculty member and the Faculty Chair also sits on the final interview.

#### **E. PUBLIC COMMENT (9:32 am)**

#### **F. COMMITTEE/COUNCIL/GROUP REPORTS (2 minutes each) (9:40 am)**

- i. District Academic Affairs and Student Services Committee - Matthew Freeman/Tina Vasconcellos
  - DAASSC – Changed name to “Education Committee”.
  - Created a subcommittee for Enrollment Management (taskforce) under the “Education Committee”
- ii. Planning & Budgeting Council - Thomas Renbarger
  - PBC met February 10, 2023 and discussed 2023- 2024 budget development calendar.
  - Reviewed the proposed budget from the Governor's Office
  - Reviewed the committee makeup for PBC
- iii. District Facilities Committee - Atheria Smith / Rachel Goodwin
  - No report – Not able to meet in February due to emergencies.
  - Meeting March 3, 2023 and Atheria will address the letters that were sent to the Trustees and 90-day campus efforts.
  - Facilities implemented a workorder service system where workorders will be assigned and tracked via the PCCD SolarWinds application (helpdesk ticketing system).
- iv. District Technology Committee - Antoine Mehoulley /Matthew Goldstein
  - No report
- v. Update from the PGC subcommittee on Equity, Diversity & Inclusion –

Andrea Epps

- No report

vi. Chancellor’s Work Group – Donald Moore

- No report
- PBIM Manual still requires updates/revision

vii. Holistic Safety, Security & Wellness Advisory Committee – Tim Thomas

- Met February 16, 2023
- Celebrated decreased/no crime and vandalism reporting at the Laney campus parking lot. Appreciation to the Laney faculty and administration
- Alameda training facility where we can train in CPR and first-aid and we are 100% trained.
- BCC first safety team that is 100% certified in CPR
- Looking at addressing and learning more about mental health with the first class scheduled to take place at Laney College.
- Appreciation to Marina Security

**II. CARRIED OVER AND NEW ITEMS (9:55 am)**

<b>Topic:</b>	<b>Presenter:</b>	<b>Purpose:</b>	<b>Outcome/Discussion:</b>
<b>1. BP 3410, BP 5800, AP 3430, AP5040, AP 5420, AP 5520, AP 7130, BP/AP 7161, AP 7347</b>	<i>Joseph Bielanski</i>	<i>Update/Discussion/Action</i>	Reviewed changes/updates.  VOTE: APPROVED
<b>2. AB 361/AB 2449</b>	<i>Jannett Jackson/GHS Law</i>	<i>Information</i>	Review Legal Counsel update. “Legislative Body” and the application of AB 361 / AB 2449 was discussed. See resource document for clarity and specifics. Although all PCCD committees are NOT “Legislative Body” there are efforts made to align with the Brown Act although not obligated.  Face to Face quorum is required for all “Legislative Body” senates and sub-committees of senates
<b>3. BP 2341 Chancellor Selection</b>	<i>Jannett Jackson, Trustee Delfin Polk, Trustee Louis Quindlen</i>	<i>Update/Discussion</i>	Chancellor Jackson recap of the facilitation of the review/discussion process related to BP 2341. PFT will have thirty working days to review any changes to BPs/APs. March 10, 2023 PGC Meeting to review the BP and make final recommendations. March 14, 2023 to the Board of Trustees for a vote. Comments collected from campus participatory governance bodies will be added to the composite of all of the gathered comments related to BP 2341. PGC members shared appreciation for the work of Dr. Benjamin and discussed the term “best practices” as it relates

			to the revision of BP 2341. Both Trustess Quindlen and Delfin Polk shared the best method for communicating with them throughout the process.
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**III. ADJOURNMENT – 11:00 am**

**IV. NEXT MEETING**

a. Friday, March 24, 2023

DRAFT