

Governing Board Meeting Minutes (Tuesday, January 10, 2017)

A. CALL MEETING TO ORDER

Information: 1. 5:00 p.m. - The Meeting will be called to order at the District Board Room, 40 South Market Street, San Jose, CA 95113

President Mann called the meeting to order at 5:00 p.m.

Board Members present:

- Ms. Mayra Cruz
- Ms. Wendy Ho
- Dr. Jeffrey Lease
- Mr. Craig Mann
- Mr. Rudy Nasol
- Ms. Huong Nguyen
- Mr. Scott Pham

Information: 2. Information provided on Public Comments and Disability Access

Information was provided on Public Comments and Disability Access in the board agenda packet.

B. APPROVAL OF CLOSED SESSION

Action: 1. Adoption of Closed Session Agenda

M/S/C (Nasol/Nguyen) to adopt the Closed Session agenda as submitted.

C. PUBLIC COMMENTS ON CLOSED SESSION AGENDA

Information: 1. Public Comments on the Closed Session Agenda

There were no public comments.

D. CLOSED SESSION ITEMS FOR DISCUSSION

Information: 1. The Board will recess to Closed Session at 5:00 p.m. to consider the following items:

The Board recessed to Closed Session at 5:00 p.m. to consider the following item:

PUBLIC EMPLOYEE PERFORMANCE EVALUATION
(Government Code Section 54957 (b))

E. RECONVENE INTO OPEN SESSION

Procedural: 1. 6:00 P.M. - Pledge of Allegiance

Student Trustees Bethel Kim and Marcelo Lopez joined the meeting.

SJCC Academic Senate President Covarrubias led the Board and members of the audience into the Pledge of Allegiance to the Flag.

Action: 2. Adoption of the Agenda

Chancellor Budd requested Consent Agenda Items F-10 EVC Nursing Department Clinical Experience Agreement (renewal) Regional Medical Center of San Jose and F-11 EVC Nursing Department Clinical Experience Agreement (renewal) Good Samaritan Hospital be removed from the agenda.

President Mann requested to move Oral Communications J-1 - Constituency Reports to precede the two-hour board training session on ethics.

M/S/C (Ngueyn/Cruz) to adopt the agenda as amended.

Board vote was as follows:

Trustees Cruz, Ho, Lease, Mann, Nasol, Nguyen and Pham voted yes.

Advisory vote was as follows:

Student Trustees Kim and Lopez voted yes.

information: 3. Announcement of Reportable Action Taken in Closed Session

There were no reportable actions.

President Mann reported that the Board appointed an Ad Hoc Committee, comprised of himself and Trustees Nasol and Ho, to work on the Chancellor's evaluation.

Information: 4. Public Comments on Matters not on the Agenda

There were no public comments.

Action, Minutes: 5. December 13, 2016, Governing Board Meeting Minutes

M/S/C (Lease/Pham) to approve the December 13, 2016, Governing Board Meeting Minutes as submitted.

Board vote was as follows:

Trustees Cruz, Ho, Lease, Mann, Nasol, Nguyen and Pham voted yes.

Advisory vote was as follows:

Student Trustees Kim and Lopez voted yes.

F. CONSENT AGENDA

Action (Consent): 1. Adoption of the Consent Agenda

President Mann stated that Items F-10 and F-11 were removed from the agenda, but hearing no requests to pull any other items, the remainder of the Consent Agenda was adopted by general consent.

President Mann stated a new hire that was included in Item F-2 requested to introduce himself to the Board. Mr. Daniel Garza thanked the Board for the opportunity to serve as Interim Director of Marketing & Public Relations at San Jose City College. He took a few courses at the college and appreciated the role the college has in the community and looks forward to the opportunity to raise the profile of the college.

SJCC President Breland welcomed Mr. Garza to the team and stated he has already been raising our marketing presence in the community. Mr. Garza has experience in marketing, most recently as president of PRX Digital Marketing, a public relations firm. He hit the ground running on January 4.

Trustee Nasol stated appreciation for the college hiring one of those positions the Board had discussed was critical to the success of the colleges.

Action (Consent): 2. Management Personnel Actions

The Board approved the Management personnel actions as submitted.

Action (Consent): 3. Faculty Personnel Actions - Regular

The Board approved the Faculty personnel actions as submitted.

Action (Consent): 4. Classified Personnel Actions

The Board approved the Classified Personnel Actions as submitted.

Action (Consent): 5. Hourly, Student Work & Volunteer Personnel Actions

The Board approved the Short-Term Hourly, Substitute, Professional Expert & Athletic Support Services, Student Assistant and Volunteer personnel actions as submitted.

Action (Consent): 6. Ratification of Contracts, Purchase Orders and Contract Revisions

The Board ratified the contracts, purchase orders and contract revisions for the period of November 10, 2016 through December 9, 2016 as noted in the attached documents.

Action (Consent): 7. Piggyback Konica Minolta Business Solutions, USA Inc.

The Board authorized the District to 'piggyback' on a contract with Konica Minolta Business Solutions, USA Inc.

Action (Consent): 8. Memorandum of Understanding (MOU) 2016 between the Santa Clara County District Attorney's Office and SJECCD

The Board approved the Memorandum of Understanding 2016 between the District Attorney, Universities and Community Colleges, and Law Enforcement of Santa Clara County.

Action (Consent): 9. EVC Nursing Department Clinical Experience Agreement (renewal)- County of Santa Clara, Santa Clara Valley Health and Hospital System

The Board approved the agreement between San Jose Evergreen Community College District and the County of Santa Clara, Santa Clara Valley Health and Hospital System to provide clinical experience for Evergreen Valley College nursing students.

Action (Consent): 10. EVC Nursing Department Clinical Experience Agreement (renewal)- Regional Medical Center of San Jose

This item was removed from the agenda.

Action (Consent): 11. EVC Nursing Department Clinical Experience Agreement (renewal)- Good Samaritan Hospital

This item was removed from the agenda.

Action (Consent): 12. EVC Acceptance of Grant Funds – SB1070 CTE Southwest Pathways Consortium (SWPC)

The Board accepted grant funds for Evergreen Valley College in the amount of \$16,000 for SB1070 CTE Southwest Pathways Consortium.

Action (Consent): 13. Acceptance of Grant Funds - SJCC Zero Textbook Cost Degree - Implementation Grant

The Board approved the 2017 Zero Textbook Cost Degree Implementation Grant from the CCCC Board of Governors.

Action (Consent): 14. Ratification of SJCC DOL Women's Bureau MOU

The Board ratified the Department of Labor Women's Bureau MOU with San Jose City College.

G. GENERAL OBLIGATION BOND PROGRAMS CONSENT AGENDA

Action (Consent): 1. Adoption of the General Obligation Bond Programs Consent Agenda

Hearing no requests to pull any items, President Mann stated the General Obligation Bond Programs Consent Agenda was adopted by general consent.

Action (Consent): 2. Measure G-2010 Bond Program: Evergreen Valley College Acacia Tenant Improvement Project #32110-01 – Cal-Pacific Construction, Inc. Final Change Order No. 002

The Board approved Final Change Order No. 002 in the amount of \$33,203.00 to Cal-Pacific Construction, Inc. for the Acacia Tenant Improvement Project #32110-01 at Evergreen Valley College.

Action (Consent): 3. Measure G-2010 Bond Program: Evergreen Valley College Library Education Tech Center (LETC) / Physical Education (PE) Pathway Project #32113-01 – Cal-Pacific Construction, Inc. Change Order No. 002

The Board approved Change Order No. 002 for Cal-Pacific Construction, Inc. for the LETC / PE Pathway Project #32113-01 at Evergreen Valley College.

Action (Consent): 4. Measure G – 2010 Bond Program: San Jose City College (SJCC) GE Building Interior Finishes Project #31335 - ICC General Contractors - Classroom AV - Change Order No. 002.

The Board approved Change Order No. 002 in the amount \$100,558. to ICC General Contractors, for the GE Building Interior Finishes- Classroom AV project #31335 at SJCC.

Action (Consent): 5. Measure G – 2004 Bond Program: San Jose-Evergreen Community College Extension Project #309 – McCarthy Building Companies, Inc. Change Order No. 006

The Board approved Change Order No. 006 in the amount of \$71,715.00 to McCarthy Building Companies, Inc. for the San Jose-Evergreen Community College Extension Project.

H. ACTION AGENDA

Action: 1. San Jose Evergreen Community College District Fiscal Year 2015/2016 Independent Annual Financial and Audit Report

Chancellor Budd reported this is the first year Cossolias Wilson Dominguez Leavitt, CPAs, has worked with the District.

Mr. John Dominguez, auditor, reported it is the first year his company has done an audit of our district; and he had a full briefing with the Board Audit Committee on the results of the audit. He thanked Trustees Nasol, Nguyen and Pham for meeting with him. He reported it was an outstanding audit. His staff worked at each of the colleges and spent the time getting to know the district. Mr. Dominguez reported the District's Independent Annual Financial and Audit Report indicates the financial information supplied to them and the State Chancellor's Office was accurate and complete. District controls over Payroll and cash receipts is excellent. Student financial aid has also been shown to adhere to federal guidelines. This was a very strong, controlled audit. There was one minor technical finding in the filing of a report to the State Chancellor's Office, but the district quickly corrected and resubmitted the report.

Trustee Nasol reported the Audit Committee met with the auditors and district staff, and there was a minor finding in the filing of data. It was a very minor finding. The committee recommends accepting the report. The committee also recommends voting for all five audit items at one time.

M/S/C (Nasol/Cruz) to approve all five reports contained in Action Agenda Items H-1 through H-5.

Board vote was as follows:

Trustees Cruz, Ho, Lease, Mann, Nasol, Nguyen and Pham voted yes.

Advisory vote was as follows:

Student Trustees Kim and Lopez voted yes.

Action: 2. San Jose Evergreen Community College District Fiscal Year 2015/2016 2004 General Obligation Bonds

(Measure G - 2004) Independent Annual Financial and Performance Audit Reports

Mr. John Dominguez reported on the Measure G 2004 bond program. He stated the financials for each of the bonds role up into the district reports. For Measure G-2004, they tested 62% of the dollar amount of the bond, which was \$8.2 million. The concluded expenses met the ballot language and also met the various elements and controls.

Action: 3. San Jose Evergreen Community College District Fiscal Year 2015/2016 2010 General Obligation Bonds (Measure G - 2010) Independent Annual Financial and Performance Audit Reports

Mr. John Dominguez reported that for the Measure G-2010 bond, they tested \$37 million on this bond. He reported the program is running as intended.

Action: 4. San Jose Evergreen Community College District Fiscal Year 2015/2016 Retirement Futuris Public Entity Investment Trust Independent Annual Financial and Audit Report

Mr. John Dominguez complimented the District for the sound financial report provided by management.

Action: 5. San Jose Evergreen Community College District Fiscal Year 2015/2016 Chancellor and Board of Trustees Discretionary Expenditures Independent Audit Report

Mr. John Dominguez reported the audit included \$140,000 expenditures for the Chancellor and Board of Trustees accounts. The audit confirmed that all the expenditures were allowable and properly supported by administrative procedures.

Action: 6. Resolution No. 011017-1 of the Board of Trustees of the San Jose-Evergreen Community College District Expanding the Scope of Responsibilities of Its Independent Citizens' Bond Oversight Committee and Approving Amended and Restated Bylaws

Chancellor Budd reported that due to the passage of Measure X we are expanding the Citizens' Bond Oversight Committee responsibilities. Vice Chancellor Smith stated that bond counsel guided us to combine Measure G-2004, Measure G-2010 and now Measure X to be under the purview of one committee.

M/S/C (Nasol/Lease) to approve Resolution No. 011017-1 and approves the 2004 Measure G, the 2010 Measure G and the Measure X Amended and Restated Bylaws of the District's existing Independent Bond Oversight Committee.

Action: 7. Resolution No. 011017-2 of the Board of Trustees of the San Jose-Evergreen Community College District, approving a Debt Issuance Policy accordance to with S.B. 1029

Vice Chancellor Smith reported the District needed to have a debt issuance policy in place due to SB 1029. Our credit rating agency also stated we should have this policy. The attached policy submitted for the Board to approve has been recommended by our bond counsel.

M/S/C (Ho/Cruz) to approve Resolution No. 011017-2 of the Board of Trustees of the San Jose-Evergreen Community College District, approving a Debt Issuance Policy accordance to with S.B. 1029.

Trustee Ho inquired where the policy would live and how it would get released. Vice Chancellor Smith answered this policy would be treated in the same manner as the rest of the Board policies. He provided an overview of the recommended policy, and stated it would cover all bond issuance. It must be in place prior to the implementation of Measure X. It's really one document that captures all debt issuance, and it's consistent with all new legal requirements.

Board vote was as follows:

Trustees Cruz, Ho, Lease, Mann, Nasol, Nguyen and Pham voted yes.

Advisory vote was as follows:

Student Trustees Kim and Lopez voted yes.

Action: 8. Resolution No. 011017-3 Approving District Budget Transfers and Revisions

M/S/C (Lease/Pham) to approve the resolution authorizing the budget transfers and revisions of funds within expenditure accounts and authorizing the appropriation of the receipt of unanticipated revenues in certain programs.

Board vote was as follows:

Trustees Cruz, Ho, Lease, Mann, Nasol, Nguyen and Pham voted yes.

Advisory vote was as follows:

Student Trustees Kim and Lopez voted yes.

I. INFORMATION AGENDA - PRESENTATIONS, DISCUSSION ITEMS AND DOCUMENTS PROVIDED

Presentation: 1. CampusWorks Final Report

Chancellor Budd stated that CampusWorks has been with us for a long while and is now coming to the end of its work. Vice Chancellor Seaberry introduced Ms. Liz Murphy, CEO of CampusWorks, who reported on the achievements during the length of the contract.

Ms. Murphy stated it's been five years and half years since CampusWorks began working with the District. There was a level of courage displayed when the Board originally approved the contract. She thanked the colleges and district staff for all the work they did. Under Vice Chancellor Seaberry's leadership, you are now managing a labyrinth of technology to support students, faculty and staff. It's a much clearer path. She recommended that when IT items are brought to the Board, the Board says yes to those items because there will be a continued need to invest in technology. No matter how much resources you put into IT, you'll still need to put in more. She stated that 95% of students have smart phones, and if you can give students access via apps, that would be of great value to them. Ms. Murphy reviewed the District's five year technology plan and the elements included in the plan. She reported the success in removing some shadow systems used by District members, which impacted the data results. She reported that Fiscal Services and Human Resources made great advancements in using the available technology. The better you get at the basics, now that Colleague data is a lot cleaner than it was, you will actually have the information you need now and can also forecast information. This will keep enrollment moving forward. The District actually avoided spending money by upgrading Colleague. The most remarkable thing about working with the District is that everyone had a "no excuses" attitude and did what they needed to do, which is something she has rarely seen. You need to keep working on student IT life-cycle. The business process isn't about personality, and the District will need to keep up the good fight. She thanked the District for being an extraordinary partner.

Trustee Pham requested that Ms. Murphy elaborate on the three shadow systems. Ms. Murphy answered that she didn't have that information available at this meeting, she had given an extensive report to the Chancellor's Cabinet. Vice Chancellor Garcia answered that how we record and catalog our positions is an example as we were keeping that information in an Excel spreadsheet since staff didn't trust Colleague. We have now addressed that issue. Trustee Cruz stated that she was one of the Trustees here at the beginning of this contract remembers vividly when the Board asked, "Are you sure you are going to go away?" She thanked Ms. Murphy for getting us where we need to be. One improvement is that it's quicker in finding the kinds of things we need off the district website. We appreciate the work that everyone contributed to make sure we are now on the path to providing the technological experience we all need. We are dependent on that experience. President Mann stated that if we see CampusWorks around again, we'll know something is wrong. He thanked Ms. Murphy for the positive report and all that was accomplished through the District's contract with CampusWorks.

Presentation: 2. Strong Workforce Funding-SJCC

SJCC President Breland introduced Mr. Duncan Graham, Vice President of Academic Affairs, and Dr. Maniphone Dickerson, Associate Dean of Career & Technical Education and commended them for their work on this grant program.

Dr. Dickerson discussed the use of the Strong Workforce Program funding. It's ongoing funding to meet two outcomes for College Career Technical Education; i.e. to increase quantity and improve quality. She reviewed the allowable expenses, including salaries, facilities upgrade, professional development, equipment and supplies, student internships, and adult education. Some programs include advanced manufacturing, coding academy, construction management, firefighter/emergency response service and other programs. She reported on the San Jose City College collaborative process where campus-wide informational meetings were held on November 10 and 17, the faculty workshops that were held and the program proposal and budget meeting on December 6. She also discussed the collaboration with Evergreen Valley College. Dr. Dickerson reviewed the \$1.3 million

budget for the college share funds and the \$1.3 million regional partnerships share.

Trustee Ho inquired about the partnerships to increase enrollment in those programs. Dr. Maniphone discussed how the Work2Future would be included and that students would get the FTE.

Presentation: 3. Strong Workforce Funding/EVC

EVC President Yong introduced Dr. Lena Tran, Dean of Workforce and Business Development, and Brynt Parmeter, Director of Workforce Development, Training, & Education at NextFlex. He thanked Ms. Tran and the team she has been working with over the past several months to determine the best initiatives for the Strong Workforce grant.

Mr. Parmeter provided an overview of his company as a nationally funded consortium doing the investments in manufacturing innovation that President Obama established in 2010. Ms. Tran discussed areas of collaboration with NextFlex. She reviewed the advanced manufacturing concept through the development of technology specific competencies, such as advanced technical, core technical and common employable skills. EVC's focus would be on the multi-skilled technician for the healthcare industry and also looking at labor market demand in our area. Both EVC and SJCC can offer the curriculum; EVC has the CTE business program and SJCC has the manufacturing courses and this program would also include Milpitas extension. Ms. Tran said she would be presenting this model at the regional level as we would like to be the forefront for this model.

Trustee Ho expressed excitement for the collaboration and also working with our colleagues in Milpitas. She inquired if there would be plans to expand even further to East Side Union high schools. Mr. Parmeter stated he is meeting the CTE directors at schools on the East Side. He stated that Lincoln High School was a great pilot, Milpitas High School is the second school; and we think we'll also be able to include the four schools in the district. Trustee Nasol stated that although there is a new mayor in Milpitas, there is continuity in terms of city politics in supporting the SJECCD and MUSD program. Student Trustee Lopez expressed delight in a program that is implemented for both schools to leverage. It's a model to duplicate in other industries, such as Magnet programs available at ESUHSD. Trustee Cruz thanked both colleges for the presentation. It is important that we uplift technical workplace programs for our students and community as options. We all need to get jobs. Doing What Matters for Jobs is the right title. She sees the passion that has evolved out of these partnerships. Trustee Nguyen stated that she was part of a magnet college so reaching out to East Side Union High School is very important, and she is looking forward to seeing this program grow. President Mann thanked the colleges for the excellent presentations.

Dean Tran continued her presentation by reviewing the EVC initiatives and \$892K budget.

Information: 4. Resolution in support of DACA (Deferred Action for Childhood Arrivals)

Trustee Ho reported that due to the results of the presidential election thought was given as to what we could do for our students. Trustees across the state, including Foothill De Anza Community College District and Peralta College, have adopted resolutions in support of DACA students. It is our intent to support students regardless of immigration status. The AFT also submitted a draft resolution that was distributed at this meeting. SJCC Academic Senate President Covarrubias reported that the Senate was working on a resolution as well. Trustee Ho recommended bringing this resolution back to the Board Legislative Committee so that the committee could include portions from those other resolutions into the draft resolution that was submitted at this meeting.

Trustee Nasol stated this is the first time he has seen the AFT version. Trustee Ho's recommendation is well taken to incorporate the language from the other draft resolutions into this resolution. Student Trustee Lopez thanked everyone for bringing this resolution to the board and he will also bring to the Associated Student Body for review. He is happy to see this resolution.

AFT Executive Director Hanfling thanked the Board for integrating the language from the different resolutions. We need to focus on DACA and Dreamers, but we are also aware of the fact that this is a widespread attack on women, people with disabilities and other groups. There are also other local agencies and community colleges that are looking at this situation as well. She inquired if the Board Legislative Committee would hold a special meeting to discuss the resolution. Trustee Ho announced the committee is slated to meet on Valentine's Day, but we may need to propose a different time to allow for the collaboration. She will work with Executive Director Rosalie Ledesma to find another date.

President Mann stated we will stay sensitive to what's on the dashboard as we want to stay within the appropriate time frame for when this resolution would be effective.

Report: 5. Formerly Oral Communications - Constituency Reports Item J-1

CSEA member Fastino Villa reported that he is the new president of Chapter 363. He reported on the other members elected: Joseph Viglicca, 1st Vice President; Stacey Alvarez, Chapter Secretary; Joe Lugo Jr., Chapter Treasurer; and Joe Andrade, Chief Steward.

AFT 6157 President Paul Fong wished Mr. Villa well in his new role. He reported on his attendance at the City Council meeting after the last board meeting and stated he stayed until 2:00 p.m. for the hearing on the District's 27 acre plan. He stated that one of his key roles as president of the faculty union is to get involved with social justice issues. He encouraged everyone to participate in the January 21 Women's March, which will end at Cesar Chavez park. The march is from 10:00 a.m. to 3:00 p.m. and, hopefully, many in the audience will be able to attend.

EVC Academic President Eric Narveson reported that we are now in the second week of Intersession and classes are pretty full. He reported on the activities related to the January 27 PDD, and Instructor Ambica Gill is the new chair of that committee. This will be the first program she is organizing, and he looks forward to something new. The college is also facing our first building demolition-the Roble Building. He also foresees a significant chunk of Measure X funds going to EVC. This may allow us to have a new vision for Evergreen Valley College. He thanked Director Owen Letcher and Vice President Andrea Anderson for coordinating the evacuation of the Roble Building.

SJCC Academic Senate President Jesus Covarrubias wished everyone a Happy New Year. He stated the bond measure brought some angst over things that were done for other bonds. Our facilities committee wants to be kept in the loop through this process.

District Academic Senate President Fabio Gonzalez provided a quick update on his involvement with administrative procedures and Board policies. One area of interest relates to the selection of vendors and ensuring the process fulfills the Board's objectives. He is looking forward to another great semester.

Information: 6. Board Training Session on Ethics - 2 hours

Ms. Laura Schulkind, attorney, Liebert Cassidy Whitmore, provided two-hour training on the ethics. She reviewed the basic values as touchstones for ethical decisions - laws relating to personal financial gain, claiming perquisites of office, transparency and fair processes. She reviewed the duty of public officials and employees, and stated that within the common law level; if it doesn't pass the smell test, don't thread the needle. If one member of the governing body has a conflict, the whole body of the Board has a conflict. The Political Reform Act regulates all decisions; and when you as a public official has any bias or financial interest, you would have to recuse yourself. Conflict laws are preventive; that's why it requires you to avoid even the appearance of a conflict. Ms. Schulkind reviewed Government Code 1090 Conflicts and explained that if there is a conflict, the Board can't delegate it to the Chancellor or another subordinate. As a subordinate, you cannot make a decision on whether a contract allows benefits to a superior. Reliance on legal counsel is not enough. Ms. Schulkind also reviewed the honorarium ban of public officials, reporting of gifts, policy on tickets, mass mailings, and discounted travel. She stated the default is that the difficult discussions need to happen in Open Session, and she also reviewed common law bias prohibitions. She concluded by providing FPPC and the CA Attorney General contact information.

President Mann thanked Ms. Schulkind for the excellent presentation.

J. ORAL COMMUNICATIONS

Report: 1. Constituency Reports

This item was moved to precede the two-hour Board Training Session on Ethics.

Report: 2. Presidents' Reports

SJCC President Byron Clift Breland reported on preparing for the ACCJC meeting where he will have five minutes to discuss the evidence and what has been done to address the compliance recommendations made by the visiting team. He will be specific and concise with his remarks. The final piece of the process is that we should receive the action letter in February. In the last week, we received two grants; building of the Zero Textbook Cost degree, which will allow a student to get a degree by taking courses that don't require textbooks. We look forward to using this grant money to promote faculty awareness. He stated that as of today we received MITZ Workforce 4.0 grant that is \$50K. This facility is located at the Milpitas site. President Breland reported the college has solidified a speaker for PDD, Bill Haines, an expert in immigration policies and former director of a law school to

talk about DACA and Dreamers issues.

EVC President Henry Yong reported that Intercession is going well, and EVC has 51 sections. As Mr. Narveson mentioned, the college is currently helping employees moving from the Roble Building to the Acasia building. This will help the campus continue its transformation. President Yong stated he will join President Breland and Chancellor Budd at the ACCJC meeting. He wants to give them a good impression. At the last board meeting, Trustee Nasol inquired about the PIO position at EVC. President Yong reported that EVC has secured the talents of Dr. Steve Meneses. Dr. Meneses will begin his duties on February 1 and will act as college engagement officer. As he makes the transition to EVC, Dr. Watson will assume his duties at the District Foundation.

Report: 3. Chancellor's Report

Chancellor Budd thanked the presidents and deans for their work with the Strong Workforce grant. This all came together through our initial contacts Strong Workforce partners at the America's Promise Jill Biden event. She reported on the connections made at The Chancellor's community breakfast meetings, which would not succeed without the incredible work of Sam Ho. We are becoming an example of how to work together with local businesses. The San Jose Promise is also coming together through working with Mayor Liccardo and the efforts of Executive Director Rosalie Ledesma. Our hope is we will be successful in garnering a \$1,5 million Promise grant. Chancellor Budd thanked Ryan Brown and Sam Ho for their assistance with the 300 day presentation. The meeting with Vice Chancellor Smith and bond counsel went very well, and we are anticipating our new bond program. Chancellor Budd thanked the college presidents, her office administrator Joy Pace and her Vice Chancellors for the incredible work they have done over the past year. It will be a very exciting 2017.

Report: 4. Board of Trustees/Committee Chairs' Reports

Trustee Lease thanked AFT President Paul Fong for sticking around at the City Council meeting last week until 2:30 a.m. SJCC Academic Senate member Phil Crawford and his mom was also sitting in the back of the room. But we did it. We got the general plan approved.

SJCC Student Trustee Lopez thanked Dr. Breland for his leadership at the college and his support of students.

EVC Student Trustee Bethel Kim discussed her participation in a safety panel.

Trustee Nasol thanked fellow Trustees for waiting over seven hours to present to City Council. The Council heard us because we are the educators and students are our mission. Mayor Sam Liccardo mentioned that we are the experts on student success. We make the difference and that message got through to the Council. We received a 10-1 vote. This is evidence of why we really need to engage the community.

Trustee Ho, as Chair of the Chancellor's Search Board Ad Hoc Committee, read the following report on evaluating the Chancellor's search process:

2015 AD HOC BOARD COMMITTEE FOR CHANCELLOR SEARCH MEMBERS

- Wendy Ho, Board President
- Craig Mann, Trustee
- Huong Nguyen, Trustee

Overall Assessment

The Board of Trustees executed its first-ever publicly documented Chancellor search process and learned a number of key lessons along the way. While the process was executed smoothly, there are a number of lessons learned and best practices that will be recommended to make the process stronger in the future.

The search process for the chancellor should be Board directed with collegial consultation integrated deeply into the conversations. The chancellor is the single position that the Board plays an active and primary role in the search and selection of the successful candidate.

Recommendations:

- Appoint an ad hoc committee by the board – 3 members.

- Develop a detailed timeline for search and selection.
- For any period of time, when the Chancellor position is to be vacant, secure an interim appointment.
- Board to reconfirm screening committee composition. The recommendation is for the screening committee to be separated from the Board Ad Hoc committee and for it to include: 2 Faculty (1 District Academic Senate and 1 AFT); 2 CSEA; 2 MSC; 2 Students (Student Trustees); 2 Community members
- Vice Chancellor, Human Resources to serve as an ex-officio member of search to support both ad hoc committee and screening committee.
- Search firm to be retained. In the selection of a search firm sufficient reference checking should be completed prior to selection. Appropriate review should be done to ensure that the search firm is a match for the District with regard to skills, abilities and services.
- Community member selection process should include specific criteria detailed through a rubric by which selection will be based. The application that is used should articulate the selection criteria.
- The process by which community members are selected be made public.
- Develop a profile/announcement that reflect the needs of the institution and the communities the District serves.
- Engage in vigorous recruitment that focuses on diversity and excellence nation-wide.

New Proposed Process

Board Ad Hoc Committee and Chancellor Screening Committee jointly determine through paper screening those candidates to be interviewed. Board Ad Hoc Committee to determine the specific process at the time of search.

For those selected to be interviewed the applicants will have two interviews.

One (1) interview with Chancellor Screening committee, and One (1) interview with the Board Ad Hoc committee.

- The Board Ad Hoc committee shall develop its own set of interview questions.
- The Chancellor screening committee shall develop its own set of interview questions.
- Each group shall conduct separate interviews those applicants jointly selected.
- The Chancellor search committee shall forward those selected for final interview to the Board Ad Hoc Committee.
- The Board Ad Hoc Committee shall make the final determination as to those candidates recommended for final interview with full Board of Trustees.
- Board of Trustees to allow sufficient time for recommendations to be made to it, for college and district forums to held and reference checking to be conducted
- Board of Trustees to allow sufficient time for scheduling final interviews, deliberation and selection of successful candidate for Chancellor. Individual Board members must willing and prepared to invest a generous amount of time into these activities.
- Survey to be done for those who participated in the 2015 search process to provide feedback to the Board of Trustees.

Trustee Cruz thanked Trustee Ho for the report. She also announced that this Saturday we have a Day of Action for immigrant rights. It will be at City Hall, and we hope to have a table. She volunteered to be at the table and invited any Trustees who would like to join her table.

President Mann stated there were very spirited folks at the City Council meeting and someone yelled "You lie." It was a great night for our students. He appreciated that we behaved in a civil manner in accordance with our civility policy.

K. BOARD MEETING EVALUATION

Discussion: 1. Board of Trustees to Discuss Board Meeting Performance

Trustee Ho stated the ethics training is a reminder of the Board's obligations under the law. The Strong Workforce presentations show our response to our communities and how we use our resources in support of our students.

L. CONTINUATION OF CLOSED SESSION (If needed)

The Board did not reconvene to Closed Session.

M. RECONVENE TO OPEN SESSION

Information: 1. Announcement of Action Taken in Closed Session

N. ADJOURNMENT

Information: 1. The meeting will be adjourned.

The meeting adjourned at 10:05 p.m.

Dr. Deborah Budd, Board Secretary

