

**August 8, 2020, Governing Board Special Meeting Minutes Approved
at the August 26, 2020, Regular Meeting**

Date: August 8, 2020
Time: 9:00 a.m. Public Session
Place: via *Zoom*
George R. Gordon Education Center
500 Court Street
Martinez, California 94553
Presiding Officer: Rebecca Barrett, President

ROLL CALL

Present: Rebecca Barrett, President
Andy Li, Vice President
Vicki Gordon
John E. Márquez
Greg Enholm
Mansu Kim, Student Trustee

Those present constituted a quorum.

Call to Order

Through *Zoom*, Governing Board President Rebecca Barrett called the special meeting to order at 9:00 a.m.

Pledge of Allegiance to the U.S. Flag

Ms. Barrett called on Dr. Brice Harris to lead the Pledge of Allegiance to the U.S. flag.

Public Comment

On behalf of Latinx for Inclusion, Ms. Ludmyrna Lopez made public comment. She thanked the Governing Board for providing her with District demographic data and she shared recommendations regarding Board Report No. 4A-7, "Strategies for Improved Governing Board Performance."

United Faculty Executive Director Dr. Jeffrey Michels gave public comment regarding the recent Governing Board decision to deny contract extensions for the Associate Vice Chancellor, Chief Financial Officer and Associate Vice Chancellor, Chief Human Resources Officer. Further, he spoke about the need to maintain current leadership and delay the hiring of a permanent chancellor until the COVID-19 crisis has improved.

Public Employees Union Local 1 President Neal Skapura gave public comment regarding the denial of contract extensions for the Associate Vice Chancellor, Chief

Financial Officer and Associate Vice Chancellor, Chief Human Resources Officer and encouraged the Governing Board to reconsider its decision.

Due to technical difficulties, African American Staff Association President Manu Ampin lost connection when he was called on to make public comment. Ms. Barret polled the Governing Board and by unanimous "thumbs up," they agreed to hear Mr. Ampin's comment when he regained connection to this meeting.

Mr. Li requested that public comments made by speakers include the years and roles they have served within the District or industry they represent. Ms. Barrett asked Ms. Phillips to reach out and forward this information to Mr. Li.

Board Report No. 4A – Annual Governing Board Retreat. Ms. Barrett said the retreat would cover the topics listed below.

1. Welcome and introductions
2. Historical discussion of Contra Costa Community College District Governing Board evaluations
3. Summary of recent evaluation instruments
4. Summary of individual evaluation conversations
5. Analysis of evaluation material
6. Conversation about Governing Board performance
7. Strategies for improved Governing Board performance
 - a. Governing Board Communications
 - b. Governing Board Committees
 - Board ad hoc Committee on Flags and Resolutions;
 - Board ad hoc Committee on Legislative Advocacy;
 - Board ad hoc Committee on Policies and Procedures;
 - Contra Costa County School Boards Association; and
 - County Redevelopment Agency.
 - c. Other
8. Conversation about Chancellor selection process

Mr. Enholm said the most important decision a multi-college district makes is the selection of a chancellor. He then made a motion to move item eight of the retreat up on the agenda. Ms. Gordon seconded the motion, noting that some people were in attendance specifically for the chancellor selection process discussion.

Ms. Barrett requested public comment regarding the motion. Since there was no public comment, the Governing Board began its discussions. Ms. Barrett noted the retreat would address Governing Board dynamics and history, thus having this topic at the end of the retreat would allow for collaboration. Mr. Li said he would prefer hearing Mr. Ampin's public comment before proceeding. Ms. Barrett noted a live motion was on the floor and must be addressed before Mr. Ampin could make public comment.

Ms. Barrett once again asked for public comment on the motion. Mr. Rick Ramos and Ms. Ludmyrna Lopez gave public comment in support of moving the item up on the agenda.

On motion of Mr. Enholm, seconded by Ms. Gordon, by the following roll call vote: Ms. Barrett – no; Mr. Li – no; Ms. Gordon – aye; Mr. Márquez – aye; Mr. Enholm – aye, the Governing Board, by three aye votes and two no votes, approved moving item eight to the beginning of the retreat agenda.

Ms. Barrett invited Mr. Ampin to make public comment, and he spoke about equity, diversity, and inclusion. Further, Mr. Ampin said a time of change exists and he would like to avoid a major crisis by not delaying the chancellor search.

Ms. Barrett then said Dr. Brice Harris, Community College League of California League on Call Senior Consultant would facilitate the annual retreat beginning with item eight.

Dr. Harris gave an overview of the process that began last year regarding the search for a permanent chancellor, noting just as the Governing Board was about to begin its initial round of interviews with finalists who had been chosen by the Chancellor Selection Committee, the pandemic delayed the process. Dr. Harris said four individuals remain in the hiring pool. He outlined a potential timeline, which would include initial interviews the week of September 7, 2020, followed by the Governing Board narrowing down its selection to two or three candidates. Dr. Harris noted initial interviews and open public fora could be held remotely with the fora being conducted the week of September 14, 2020. Finally, the Governing Board would hold final interviews during the week of September 21, 2020, and Dr. Harris noted those interviews could potentially be held in person with social distancing measures in place. At the conclusion of the final interviews, the Governing Board would make a decision on its selection, with the new chancellor beginning his/her term of office between November 1, 2020, and January 1, 2021.

Public Comment

Ms. Ludmyrna Lopez said she supported moving forward with the chancellor search as soon as possible and said *Zoom* would allow greater access to everyone in this process.

As part of public comment, Ms. Barrett read statements submitted by Maria Alegría and Genoveva Calloway in support of the Governing Board moving forward with the permanent chancellor recruitment.

Mr. Enholm asked Dr. Harris to include the approval of the new chancellor's contract at the October 14, 2020, Governing Board meeting in the proposed timeline.

Mr. Li asked if final in-person interviews are possible, considering COVID-19. Dr. Harris said it is possible, assuming it is allowable, sharing that other colleges and universities have undertaken successful remote hirings during the pandemic.

Ms. Barrett said remote sessions could potentially reduce the number of fora typically held. She noted, however, each college and community have specific identities and needs and recommended holding college-specific fora. Mr. Enholm agreed that having separate fora would be beneficial. Ms. Gordon agreed and suggested holding a forum focused on the District Office. Mr. Márquez also agreed that holding separate fora for

each location would be preferred. Dr. Harris said he would work with the Director of Communications and Community Relations Tim Leong to develop a schedule.

Dr. Harris then commended the Governing Board on being diligent about conducting self-evaluations. He said Governing Board evaluations are an important aspect of the accreditation process and noted the next Accrediting Commission for Community and Junior Colleges (ACCJC) visit is scheduled to be held in October 2020. Dr. Harris emphasized that Governing Board service is about students, the community, and being trustees of the public's resources. Further, he said the Governing Board is facing a crisis, noting the Governing Board was at a crossroads last year and now is experiencing added challenges with the chancellor's retirement, pandemic, reduced revenue, and national unrest.

Dr. Harris proceeded to summarize the Governing Board's self-evaluation. He noted the Governing Board recognizes it has good financial management overall. Further, the Governing Board rated its understanding of the role of faculty as the highest when responding to its relationship with the colleges.

Dr. Harris then reviewed the challenges noted by the Governing Board. Areas of improvement regarding Governing Board operation include trustee participation in discussions and decision-making during public meetings; treating one another with respect and civility; acting as a whole once the Governing Board reaches a decision; and adhering to the *Code of Ethics*. Concerning the District Mission, the Governing Board recognized it is below average when it comes to periodically discussing the District Mission to ensure it represents the needs of the community and the students it serves.

Additionally, Dr. Harris shared that the Governing Board self-evaluation indicated three of the five 2019-20 Board Goals were met. Dr. Harris suggested revisiting these goals and setting new ones for 2020-21, in consultation with the new permanent chancellor. Further, Dr. Harris reviewed the responses regarding the Governing Board's relationship with the chancellor. He shared the ratings show improvement is necessary when it comes to maintaining a climate of mutual trust, individual Governing Board members directing the actions of the chancellor, and effective and regular evaluations by the Governing Board.

Dr. Harris compared the results from the Governing Board self-evaluation of last year and noted a decline in areas where there was cooperation among Governing Board members and an increase in the areas requiring improvement.

At this point in the meeting, Ms. Barrett said the Board would take a brief recess at 11:07 a.m. Ms. Barrett then resumed public session at 11:15 a.m.

Dr. Harris summarized his analysis of the survey and interviews, noting the Governing Board's response to the pandemic was very positive and is diversified with regard to age, gender, and ethnicity. Dr. Harris said in order to improve, the Governing Board must stop living in the past and forget past disagreements; stop using Governing Board policy, the Brown Act, and other state rules and regulations as weapons to delay or suppress honest Governing Board discussion; and stop seeking advice on

improved Governing Board performance and then ignoring the advice given. He then invited Governing Board members to respond to the results of the self-evaluation.

Ms. Barrett thanked Dr. Harris and said the results of this Governing Board self-evaluation was the most troubling of the three she had previously been a party to. Ms. Barrett said, given her limited time as a Governing Board member, she might not have been the best choice as president. Further, she noted the pandemic response was very positive and would like to see more collaboration in the future. Ms. Barrett said expanding the Governing Board from five to seven members might improve Governing Board functionality and she also suggested setting three goals for the year.

Mr. Li thanked Ms. Barrett for her leadership and expressed his desire to see improved Governing Board relations. He was pleased resolutions for African Americans, and Asian Americans were approved this year, noting they were denied the previous year. He also said the response to the pandemic was a positive experience and agreed that a seven-member Board would be beneficial. Mr. Li, however, had concerns regarding the denial of two contract administrator's contract extensions and recommended the Governing Board focus on the *Code of Ethics* moving forward.

Mr. Márquez said he encouraged Ms. Barrett to participate more as a Governing Board member and said he nominated her as Governing Board President because of his confidence in her and said he was sorry to hear she is uncomfortable with her current position. Additionally, he said he was also supportive of Mr. Li joining the Governing Board. Further, Mr. Márquez stated he is in support of a seven-member Board.

Mr. Enholm said there are 18, K-12 school districts within the county, with 90 trustees, noting he attends as many meetings as possible. He also said he has attended Governing Board meetings since 2004 and believes the lack of tenure for Governing Board members might be one of the reasons the Governing Board is experiencing problems. Mr. Enholm said when he joined the Governing Board, the District was in a financial crisis. Further, he wanted to clarify that the vote to deny the request for one-year contracts for two contract administrators was because he would prefer that the Chief Financial officer have a two-year contract. Mr. Enholm said reviewing finances during Governing Board meetings is time consuming, and suggested that a budget review committee be established. Further, he said having participated in five elections, he has developed a relationship with his constituents and added he has concerns that future bond requests will fail if the Governing Board does not continue to develop relationships with its constituents.

Dr. Harris told the Governing Board when a contract is denied, for whatever reason, the contract administrator is required to respond in the affirmative should they be asked if their contract was ever denied in a subsequent application process.

Ms. Barrett next addressed Governing Board communications and committees. She said communication protocols were reviewed in January 2020. Ms. Barrett said the self-evaluation emphasized the need for shared mutual respect and trust, which is built through open and honest communication, particularly through a shared set of goals and experiences. In addition, the evaluation revealed the Governing Board could more equitably disperse leadership roles.

Mr. Enholm said the addition of a budget review committee would allow the Governing Board to focus more on student learning. Mr. Li agreed with Mr. Enholm.

Ms. Barrett suggested converting the ad hoc Legislative Advocacy Committee to a standing committee. Additionally, Ms. Barrett said the Governing Board has heard from the Latinx and Black communities regarding diversity in hiring. She asked if the Governing Board supports an ad hoc committee focused on this topic.

Mr. Márquez agreed the addition of such a committee is essential.

Mr. Li would like to add Asian Pacific Islanders as a focus.

Ms. Gordon is also in support of a committee that addresses diversity, equity, and inclusion and looks at policies with an equity lens.

Additionally, Mr. Li recommended Governing Board member participation in the Districtwide Equal Employment Opportunity Advisory Council (DEEOAC).

Public Comment

On behalf of Latinx for Inclusion, Ms. Lopez said support exists for the addition of an ad hoc committee on diversity, equity, and inclusion that will review policies Districtwide. Ms. Lopez also supported Mr. Márquez's request for a presentation by the Contra Costa College Latinx Staff and Faculty Association at the August 26, 2020, Governing Board meeting.

Ms. Barrett requested the following action items be placed on the August 26, 2020, Governing Board agenda:

- Governing Board Committees
 - Review and vote on each current ad hoc and standing committee;
 - Create a Legislative standing committee, Budget Review Committee, and Diversity Hiring Committee.
- Governing Board Secretary Appointment

At this point in the meeting, Ms. Barrett was prepared to recess to closed session. Interim Chancellor Eugene Huff said staff did not have a report for closed session.

Adjournment

There being no further business to come before the Governing Board, Ms. Barrett adjourned the special meeting at 12:53 p.m. The next regular meeting of the Governing Board will be held on Wednesday, August 26, 2020, at 6:00 p.m.

Respectfully submitted,



Rebecca Barrett, President
Governing Board
Contra Costa Community College District

GH:mp:pk