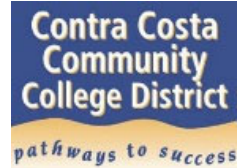




Contra Costa Community College District
Chancellor Search Timeline
Presented to the Governing Board for Consideration
on December 11, 2019



October 2019 – The Governing Board announces search for the next Chancellor

November 13, 2019 – The Governing Board approves a contract with Collaborative Brain Trust (CBT) to provide support for the Chancellor's Search

November 19, 2019 – Initial individual interviews with Governing Board members regarding profile for the next Chancellor, and meeting with Human Resources to begin planning for the search

December 3, 2019 – Public Forum #1 for input and feedback regarding the Chancellor's profile at Contra Costa College (8:30am), and small group meeting for governance leaders

December 3, 2019 – Public Forum #2 for input and feedback regarding the Chancellor's profile at Diablo Valley College (2:00pm), and small group meeting for governance leaders

December 4, 2019 – Public Forum #3 for input and feedback regarding the Chancellor's profile at the District Office (9:30am), and small group meeting for governance leaders

December 4, 2019 – Public Forum #4 for input and feedback regarding the Chancellor's profile at Los Medanos College (3:00 pm), and g small group meeting for governance leaders

December 6, 2019 – Search calendar and position description to Governing Board secretary for inclusion in December 11, 2019, Governing Board meeting agenda

December 11, 2019 – At the regular Governing Board meeting, the Governing Board considers the Chancellor's Profile; the Chancellor's Search Calendar; and begins the process of soliciting members for the Screening and Interview Committee

IMPORTANT NOTE: *In order to be considered for service on the Screening and Interview Committee, prospective members must agree to be available on the dates and times of the committee meetings listed on this calendar.*

December 16, 2019 – Assuming Governing Board approval of the Profile and Search Calendar, Human Resources advertises the position (for 60 calendar days)

January 22, 2020 – At the regular Governing Board meeting, the Governing Board discusses the membership of the Screening and Interview Committee and appoints a Committee Chair

February 8, 2020 – Governing Board retreat to discuss Chancellor interview and selection process, and final consideration of the Screening and Interview Committee

**Chancellor Search Timeline
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February 13, 2020 (1:00pm to 5:00pm) – Chancellor Screening and Interview Committee workshop on Chancellor interview and selection process

February 18, 2020 – Initial position closes at 11:59pm

February 18 – 24, 2020 – Human Resources reviews the composition of the applicant pool; screens for completeness of applications and minimum qualifications; and prepares packets for first meeting of the Screening and Interview Committee

February 26, 2020 (2:00pm to 4:00pm) – First formal meeting of the Screening and Interview Committee (Agenda: Develop screening criteria, interview questions and interview format)

March 2, 2020 (1:00pm to 5:00pm) – Second Screening and Interview Committee meeting to determine the applicants to be invited for an interview

March 5 – 6, 2020 (all day) – Screening and Interview Committee conducts candidate interviews. (on March 6, 2020, Committee forwards candidates to the Governing Board for consideration)

March 10 – 11, 2020 – Governing Board conducts initial interviews and narrows the group to the finalists (ideally two or three)

March 18, 2020 – Public Fora (at each college and the District Office) for finalists

March 24 – 25, 2020 – the Governing Board interviews the finalists in special Governing Board meetings

March 27, 2020 – Site visit for final candidate (if necessary).

April 1, 2020 – The Governing Board considers the appointment of the next Chancellor at a special Governing Board meeting

June 1 – July 1, 2020 – New Chancellor begins work