

**MINUTES
SPECIAL MEETING
YOSEMITE COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES
MARCH 31, 2004**

The meeting was called to order by Board Chair Delsie Schrimp at 5:35 p.m. in the YCCD Board Room. The Pledge of Allegiance to the Flag preceded Board action.

Ms. Schrimp stated that the Chancellor was absent from this meeting due to a previous travel commitment. Therefore, Richard Peralta, Vice Chancellor for Human Resources, would be Acting Chancellor during this meeting.

Board Members Present Pat Dean
 Anne DeMartini
 Linda Flores
 Tom Hallinan
 Paul Neumann
 Abe Rojas
 Delsie Schrimp

Others Present S. Akiona, B. Au, M. Baker, D. Campbell, M. Christopherson, D. Clark, K. Clark, S. Conner, Y. Demissie, L. Diggs-Gray, P. Fisher, D. Gervin, R. Green, J. Hash, D. Jamison, T. Lyle, L. Masingale, L. Mayhew, W. McLeod, J. Monast, T. Neville, F. Osnaya, M. Ott, D. Partridge, R. Peralta, I. Pippin, K. Ramos, J. Riggs, G. Rose, C. Sampson, B. Scharffer, J. Schmidt, T. Scott, B. Scroggins, D. Scully, R. Standford, N. Stavrianoudakis, J. Swank, J. White, G. Williams, J. Williams, E. Osnaya (recorder)

DISCUSSION ITEMS

Chair Schrimp stated that many rumors had been circulating at both colleges about the hiring process for the interim chancellor position. She also indicated that trustees had received many calls and letters on the issue. She said the Board acts as a board of the whole and that the only decision the Board of Trustees had made at this time was that an interim chancellor would be appointed. Trustee DeMartini added that she was one of the trustees that had asked for a special meeting because the process needs to move forward and because Chair Schrimp would not be able to attend the April 14 regular Board meeting and needed to participate in the discussions about the hiring process.

Selection Process for
Interim Chancellor

At a special Board meeting on March 17, 2004, the Board of Trustees voted to proceed with a process leading to the selection of an interim chancellor following the Chancellor's retirement on August 19. Chair Schrimp asked Vice Chancellor Peralta to review the options for the selection of an interim chancellor. The Vice Chancellor said that trustees had received ample information from the Chancellor and legal counsel on the two options available to them. One is to conduct a search from within the district; the other is hiring a retired CEO through a professional services contract by using a consultant that

specialized in the employment of retired executives.

There was discussion about the options and Mr. Peralta answered questions and provided information.

Mr. Rojas said his concern was how their decision would impact the district. He did not want it to have a negative effect on the district or staff.

Gladys Williams, President of the local NAACP, said that the members of the Board had been elected to represent the public and so she did not have a problem with the Board of Trustees choosing an interim chancellor. However, she stated that when the Board begins the process to fill the permanent chancellor position, they should hire a consultant to do an extensive search. She said that the district has started positive initiatives that need to be continued. She encouraged the Board to consider a consultant that will listen to the key stake holders in the community, and that those key stake holders be asked to help develop a profile of the type of person that is needed to replace Chancellor Fisher. Chair Schrimp thanked Ms. Williams for her comments and said they would keep her recommendations in mind.

Robert Stanford, president of LocalBlack.com, said that Chancellor Fisher captured the attention of the civil rights community when she began the Beyond Tolerance Initiative and they will be grateful always for her efforts. He asked the Board that, as they consider their hiring options, they remember the precedent set by Chancellor Fisher with regard to diversity. Abe Rojas commented that Dr. Fisher's accomplishments are well known statewide and nationally, and that should be a plus for the district.

Judith Schmidt, Administrative Assistant in Human Resources, addressed the Board of Trustees on behalf of the Leadership Team Advisory Committee. She read a brief statement that advocated the use of an outside consultant to select an interim chancellor. She said that at this time of significant staff changes and the upcoming accreditation, using a consultant would provide minimal disruption to the colleges. Ms. Schmidt emphasized that it is not in the best interest of the district and the colleges to hire from within the district. She asked that they keep that in mind as they make their decision.

Lew Mayhew, YFA President, stated that there is a wealth of talent within the active members of the district and that it is important that the Board move quickly to select an interim chancellor. He also said that it would be inappropriate to preclude the interim chancellor from being a candidate for the permanent position.

There was discussion about how long the interim chancellor would serve. Some trustees said the interim should serve for a short term so the changes would be less disruptive to the colleges, and that they should move quickly to fill the permanent position. Others felt the search process for the permanent chancellor could begin at the end of this year and be completed by June 2005.

Chair Schrimp said she was concerned with the disruption that would occur by moving a current staff member to the Chancellor's position which would create a need to fill that person's position. She said it also would disrupt plans for the year (i.e., the bond, the major changes with technology).

There was some confusion as to whether trustees must recruit for the interim internally before considering anything else. Vice Chancellor Peralta explained that the Board of Trustees can either engage the services of a professional consulting firm or an individual (not employed by the district) on a professional services contract for up to one year. If the Board chose that option, the Board is not obligated to advertise the vacancy internally. Vice Chancellor Peralta added that the positive side to this option is that the Board would be hiring an experienced professional, most likely a retired CEO with a good track record.

Linda Flores said that if the Board fills the interim position from within, backfilling that staff vacancy would create a domino effect. Vice Chancellor Peralta said there is no doubt that the effect may not be positive for staff. Trustee Neumann pointed out that in the past a YCCD Chancellor had acted in a dual capacity as Chancellor and Interim MJC President. Mr. Peralta said he remembered that and the feedback that resulted.

Trustee Neumann said that one of the primary considerations for an internal appointment is the bond issue. He would like the interim chancellor to be someone familiar with our community so that it would be a seamless transition. He would consider a retired YCCD employee. Trustee Hallinan agreed with Mr. Neumann that an internal search is appropriate.

Trustee DeMartini speculated on the number of internal candidates available (4-5 people). She said she felt strongly that the interim should not be a candidate for the permanent position. Her reasons were that an internal candidate may suggest favoritism or that there would be hard feelings if the internal candidate applied for the permanent position and was not successful. Trustee DeMartini proposed that, since the majority of staff that would qualify for the interim position were probably present at this meeting, the Board recess to closed session and take a few minutes to talk with these potential candidates and ask their opinions. It was agreed that such a discussion would not be appropriate. Some trustees expressed their opinions

against limiting the internal candidates from applying for the permanent position.

14,862

A motion was made by Trustee Rojas, seconded by Trustee Neumann, that the Board of Trustees conduct a search and select an interim chancellor from within the district and set the guidelines later.

The motion carried with a vote of 5 ayes (DeMartini, Rojas, Neumann, Hallinan, Dean) and 2 noes (Flores, Schrimp).

Trustee DeMartini said that if the prohibition is not included in the process, she wants clear language on the job announcements for the permanent CEO that indicates that all candidates will be considered equally.

Chair Schrimp said that some YCCD retired staff would be good candidates for the interim position, as they are active in the community and would be helpful with our bond efforts. Trustee Flores agreed and added that we need the least amount of disruption for the district. Trustee Neumann said that considering retirees was part of the action taken earlier. Vice Chancellor Peralta said that the motion passed earlier indicated current staff only; it did not mention retired staff.

14,863

A motion was made by Trustee Dean, seconded by Trustee Rojas, that the Board of Trustees include retired YCCD employees as potential applicants for the interim chancellor position.

The motion carried with a vote of 6 ayes (DeMartini, Rojas, Flores, Schrimp, Neumann, Dean) and 1 no (Hallinan).

14,864

A motion was made by Trustee Neumann, seconded by Trustee Dean, that the Board of Trustees not preclude the interim chancellor from applying for the permanent chancellor position.

The motion carried with a vote of 4 ayes (Rojas, Neumann, Hallinan, Dean) and 3 noes (DeMartini, Flores, Schrimp).

Trustee Rojas asked that the process to hire a permanent chancellor begin as soon as possible. He indicated that the initial search proposal was rejected because the process would have taken place while faculty are off. Consequently, he suggested that they start the process in July, meet with the consultant, and in the fall staff and community representatives would be included in the search process. Chair Schrimp pointed out that the Board first needed to begin the process of selecting an interim chancellor. She asked Vice Chancellor Peralta for the next steps.

The Vice Chancellor stated that they need to begin with updating the Chancellor's job description. Some of the issues to be dealt with were communicating with current staff and YCCD retirees, and developing a timeline. Chair Schrimp suggested that deciding on when the interim chancellor would take office would help with the timeline issues. Trustee Hallinan interjected that he wanted to have discussion about that in closed session.

14,865
Closed Session

The Board of Trustees recessed to closed session at 6:40 p.m. for discussion pursuant to G. C. Section 54957 - Appointment of Public Employee: Interim Chancellor.

14,866
Reconvene To Open
Session

The Board of Trustees reconvened to open session at 7:40 p.m. Chair Schrimp reported that there was no action to report from closed session.

Trustee Hallinan made a motion, seconded by Trustee Dean, that the Board of Trustees appoint a subcommittee of the Board of Trustees to work with Vice Chancellor Peralta on developing the job description, timeline, etc., for the interim chancellor hiring process.

The motion carried with a vote of 7-0.

Chair Schrimp appointed Trustee Flores to chair the subcommittee, Trustee DeMartini as vice chair, and Trustee Neumann as alternate.

Chair Schrimp asked if a start date for the interim chancellor needed to be set. Vice Chancellor Peralta said that was not necessary at this meeting. The subcommittee would bring back recommendations to the Board relative to the process. Trustee Neumann said trustees would like the recruitment process to start as soon as possible. He said the subcommittee should work on the job description, and subsequent to that a recruitment notice should be distributed to all employees. Vice Chancellor Peralta said that before calling for applications, the committee must update the job description, finalize timelines, and discuss minimum qualifications and desirable qualifications. Mr. Peralta said that he would meet with the subcommittee prior to the next Board meeting (April 14), develop recommendations on the key procedural items, and prepare a report for the Board. Trustees DeMartini and Neumann asked that the advertising for the position begin prior to April 14.

The meeting adjourned at 7:45 p.m.

Delsie Schrimp, Chair
YCCD Board of Trustees

Pamila J. Fisher, Secretary
YCCD Board of Trustees