

Contra Costa Community College District

Contra Costa College • Diablo Valley College • Los Medanos College • Brentwood Center • San Ramon Valley Campus

BOARDreport

The Governing Board Believes In Open Lines of Communication
with Employees and the Community

The Colleges of
Contra Costa

pathways to success

BOARD MEMBERS

**Sheila A. Grilli, President (Ward III) • John T. Nejedly, Vice President (Ward IV) • David N. MacDiamid, Secretary (Ward I) •
Jo Ann Cookman (Ward V) • Tomi Van de Brooke (Ward II) • Valentin Lorien, Student Member**

The Governing Board of the Contra Costa Community College District is comprised of five trustees elected from individual wards and one student member with an advisory vote selected on a rotating basis from our colleges. The Governing Board meets on the last Wednesday of the month in the George R. Gordon Education Center, 500 Court Street, Martinez. You can reach the Governing Board by calling (925) 229-1000. Minutes of the meetings are available online at www.4cd.net.

Governing Board Meeting of September 28, 2005

The Contra Costa Community College District Governing Board met in the George R. Gordon Education Center at 500 Court Street in Martinez on September 28, 2005. The Governing Board first held a closed session from 5 p.m. to 7 p.m. and then began its open meeting at 7 p.m. Here are highlights of the meeting.

Complete Governing Board minutes are posted after Board approval at each subsequent meeting at http://www.4cd.net/governing_board/agenda.asp.

Ratification of Contract for Interim President of Contra Costa College

The Governing Board ratified the contract for the new Interim President of Contra Costa College, McKinley Williams, who until now has been vice president of the college. Williams will replace Helen Benjamin, who has become Chancellor of the Contra Costa Community College District. Now in his 16th year of service, Williams brings a storehouse of knowledge in the areas of instruction and student services to this important leadership position.

College Construction Contracts Awarded for Two Buildings

The Governing Board approved three contracts for two construction projects at two of its colleges: a new science building at Los Medanos College to S.J. Amoroso Construction and a vocational technology facility remodel at Contra Costa College to Sausal Corporation.

Chancellor's Recommendations on Regional Training Institute (RTI) Accepted by Board

The Governing Board accepted Chancellor Benjamin's recommendations on making RTI more cost-effective and efficient. The recommendations were developed in

consultation with the RTI Board, Chancellor's Cabinet, and Elmer Bugg (Executive Director for RTI). When the recommendations are implemented, the RTI budget for the current year will be reduced by more than 50 percent. Self-sufficiency is the goal for RTI in 2006-07. The recommendations include the following:

- Effective January 1, 2006, The RTI operation will be moved to the district office in Martinez. Classes will be held at the district sites and businesses using RTI's services.
- RTI will retain its 501(c)3 status; the Contra Costa Community College District Governing Board will become the RTI Board to ensure better oversight. As agreed, the current RTI Board will be expanded and serve in an advisory oversight capacity.
- For 2005-2006, RTI must generate at least half of its expenses; for 2006-07, all of the expenses must be covered by earned revenue.
- Diablo Valley College will offer classes at the Walnut Creek facility beginning January 2006.

New Strategic Directions Accepted for 2006-07

The Governing Board also accepted the following Strategic Directions for the District for 2005-07:

1. Achieve Enrollment Growth to Better Serve Our Community

- 1.1 Plan to achieve productive growth that will restore the district funding base.
- 1.2 Provide improved access to meet community needs and college priorities.
- 1.3 Enhance services to meet the needs of an expanding, diverse student population.

2. Reestablish the Fiscal Health of the District

- 2.1 Make sound fiscal decisions, based on district priorities and good information, that ensure the long term financial health of the district.
- 2.2 Act as good stewards of the public funds at all levels.
- 2.3 Make efficient use of all resources: fiscal, physical and staffing.

3. Improve Morale throughout the Entire District

- 3.1 Work together to create a positive, forward looking climate at all locations.
- 3.2 Ensure that our interactions with our colleagues and our students are based on integrity, good will and mutual respect.
- 3.3 Emphasize teamwork in our approach to problem solving through processes that adhere to applicable regulations and contracts.
- 3.4 Provide open, timely access to accurate information.

- 3.5 Ensure meaningful involvement of all constituencies in key decision-making processes.

4. Improve Student Learning and Achievement of Their Educational Goals

- 4.1 Develop processes for creating student learning outcomes at all levels (course, program, and degree).
- 4.2 Create methods for assessing student achievement of learning outcomes and use the results to improve programs and services.
- 4.3 Assess student/community needs and offer innovative, outstanding programs and services to meet those needs.

New Acting District Police Chief Appointed

Esther Skeen, who has spent the last 27 years working in the Contra Costa Community College District Police Department and is a well-known member of the Rodeo community, was promoted from Police Services Lieutenant to Acting Chief of District Police, effective September 1 through December 31, 2005. Skeen began as a security officer at Contra Costa College in 1978.

Classification Study Update

Eugene Huff, Acting Vice Chancellor of Human Resources, reported that a request for proposals is being developed to solicit a firm to (1) create and implement new position descriptions for all administrative analyst positions; (2) review supervisory and confidential positions for legal compliance, and create new position descriptions if necessary; and (3) perform a salary study on all management and supervisory positions and determine proper salary placement.

Unrepresented Employees Budgeted FTE and Salary Trend

As requested by the Governing Board, six year salary trend information for management, supervisory, and confidential employees was presented. Similar information on classified staff and faculty will be shared at the Governing Board's October 26 meeting.

Report on Improving the Appearance of College Campuses

Facilities and Operations Vice Chancellor Jeffrey Kingston presented a report on actions being taken to improve the appearance of the college campuses as requested by Governing Board Member John Nejedly.

Board Report No. 17-B: Agreements and Amendments to Agreements

The Governing Board approved the hiring of the firm of Davis O'Connell to assist the District in securing federal grants. This marks the eighth year of the hiring of this firm. The decision to re-hire the firm was made jointly by the college presidents, resource development managers/supervisors, and the chancellor.

Update on National Payroll Week Recognition

The item in last month's *Board Report* on recognition of payroll employees in conjunction with National Payroll Week (September 5-9) omitted the name of Diane Bradford, who works in Payroll at the District Office. The editor regrets the omission.

***THE NEXT MEETING OF THE GOVERNING BOARD WILL TAKE PLACE ON
OCTOBER 26 AT THE DISTRICT OFFICE.***