



**Chabot-Las Positas Community College District
Chancellor's Council**

Tuesday, February 8, 2011

3:00-4:00 pm

District Office, Multipurpose Room

A

I. Review and Approval of Minutes—December 14, 2010

G

II. Classified Hiring Procedures – Discussion (*LWilson*)

E

III. Free Speech Policy

N

IV. Budget Communication

D

V. Other (*Open*)

A

VI. Next Meeting: Tuesday, March 8, 2011

3:00-4:00pm

District Multipurpose Room

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

CHANCELLOR'S COUNCIL

MINUTES

Meeting of February 8, 2011

Attendance:

Joel L. Kinnamon	Daniel Nenni
Sharon Gach	Sarah Thompson
MaryAnne Gularte	Gordon Watt
Kathy Kelley	Joanne Bishop-Wilbur
Guy Lease	Linda Wilson
Charlotte Lofft	

Via CC Confer: Don Bosco Hu, Celia Barberena

Handouts:

- 1) Agenda – February 8, 2011
- 2) Minutes – December 14, 2010
- 3) Free Speech Administrative Rules and Procedures 5510 - Legal Counsel Review

I. Review and Approval of Minutes – December 14, 2010

Ms. Wilson requested clarification on the question raised by Dr. Lease at the December 14 Meeting regarding Summer Schedule. Dr. Gularte reported that this was an item of working conditions so it was raised at a SEIU Negotiation Session and a letter was provided to Mr. Mark Smythe, President of SEIU, Local 1021. She reported that the District invoked a section of the Contract that allows modifying the work schedule when it is less than three months; noting that it was one day shy of three months. The union was accepting of this after some discussion and clarification. As it stands, it is mandatory four 10-hour days, with discussion, review and approval between the employee and the supervisor that the staff member could work four 8-hour days and take 8 hours of vacation or other appropriate leave (2 hours each day). In addition, the District asked to have time for clarification on 9-hour work days, needing to get legal review to be sure we were in compliance with the Fair Labor Standards Act, Contract, and Board Policy. She has received a response from Legal Counsel and has determined that we can allow four 9-hour days, with the staff member taking one hour of appropriate leave each day. She noted that again this is a conversation that the staff member needs to have with the supervisor or manager. She also clarified that there are a few areas where we are allowing flexible work schedules during the Summer, i.e. Maintenance and Operations, Safety and Security, Performing Arts Center, Warehouse. She reported that as a courtesy this has been addressed with Mr. Smythe and he has been very supportive and helpful. She reported that as in the past, an email will be sent to everyone informing them of the Summer Schedule.

Ms. Thompson reported a correction on Page 4, paragraph 2, line 2: "Las Positas College was going to begin looking at and approving DegreeWorks in January so there was no time to look at grants and it was unlikely that Las Positas College Counseling Department could continue to handle the workload that they have without DegreeWorks."

Mr. Nenni reported that on Page 2, paragraph 7, his name should be inserted in the blank.

Ms. Wilson noted that on the November 9, 2010 Minutes her name was omitted from the list of attendees.

Ms. Kelley made a motion, seconded by Dr. Lease, to approve the minutes of December 14, 2010 as corrected. Motion carried.

II. Classified Hiring Procedures

Ms. Wilson reported that she has had the opportunity to talk with the past Senate Presidents; and since 2003 the Classified Hiring Procedures have been in the works. She reported that there are some changes in the language which she has presented to Chancellor Kinnamon. She reported that an item on page 14 of the Hiring Procedures is still in litigation, (Section 12.4.1 of the Contract – In-house Hiring). Dr. Gularte reported that the District filed a motion for summary judgment and has prevailed to date on this case and are in the final step in the process. Ms. Wilson reported that they are asking that this issue be deemed final because the language is ambiguous. She suggested omitting this section or including a notation to contact HR. She indicated that the Contract language supersedes this document and they can ask for an amendment.

Dr. Kinnamon reported that he would review the documents provided by Ms. Wilson and he would provide a recommendation to this Committee.

III. Free Speech Policy

Dr. Kinnamon distributed copies of Legal Counsel's response to the comments provided by the Constituent Groups and Council, and will send copies to those on CC Confer. Dr. Kinnamon asked that Council review the document and it will be brought back at the next meeting. He drew attention to page 3, marked "redacted", noting that this section relates to the FA and he would like an opportunity to have dialogue with the FA prior to documentation.

Dr. Lease questioned the reference to an attached document, the most recent version of the proposed Administrative Rules and Procedures. Dr. Kinnamon reported that he would email the document to Committee Members.

IV. Budget Communication

Dr. Kinnamon reported that on the Fridays of weeks with Board Meetings each month an electronic communication will be sent from Mr. Legaspi's Office with a budget update. He reported that if there is anything significant, special updates will be sent. In addition, monthly forums will be held at both Colleges and the District Office.

V. Other

Ms. Kelley noted that a number of unit members at Chabot College have talked about furloughs as opposed to imposed layoffs. She suggested that this would be worth considering as an option. Dr. Kinnamon suggested that this issue should be dealt with by the leaderships of the Bargaining Units (Faculty Association and/or S.E.I.U.).

In response to Ms. Kelley's suggestion, Dr. Gularte noted that furloughs could have an effect on a Faculty Member's STRS, and could disproportionately affect Classified and Administrators as well.

Dr. Kinnamon expressed that Ms. Kelley's suggestion speaks to the fact that everyone wants to know the appropriate avenues and methods to get information so that we don't find ourselves in situations that are counterproductive.

In response to an inquiry from Ms. Gach regarding the number of required days of service for Faculty and Staff, it was reported that the Service Calendar is posted on the webpage. Dr. Lease noted that the hours can vary from a ten-month employee to a twelve-month employee and the number of vacation days earned. Dr. Lofft reported that it is 175 for Faculty.

Dr. Lease announced that the College received a letter that two of their students were selected to the All California Phi Beta Kappa Team, Takeo Hiraki and Christina Teslich.

Ms. Thompson reported that on April 15, Las Positas College will hold its first Interconstituency Olympics, which includes Faculty, Classified, and Students. The event will raise money for "Students on the Move", to fund field trips for transferring students to UCs and CSUs in the state.

Ms. Wilson noted that she heard on the radio that CalPERS went up in retirees by 23% and questioned if that is due to the Bay 10 SERPs. Dr. Gularte suggested that it was probably due to the first phase of coming of age of Baby Boomers.

In response to a question raised by Dr. Lofft as to other districts offering SERPs, Dr. Gularte reported that there has been a lot of interest from other districts and noted that Mission CCD has offered a similar plan.

Ms. Wilson noted that this District received an A+ rating on Public Records disclosure.

Ms. Wilson requested that the District Staff receive copies of the Las Positas College newspaper, The Express. Ms. Gach noted that it is also available on-line. Dr. Lease reported that he will be sure the District Office receives a supply.

Ms. Kelly reported that Dr. Lani Wilson arranged to have an independent film made by the son of an Emeritus Faculty Member, Leonard Woolfolk, which will be shown today at Chabot College. She reported that the film deals with all manner of diversity issues; it takes place in Japan, but focuses on American individuals.

VI. Adjournment

On motion made and seconded, the meeting was adjourned.

VII. Next Meeting

Tuesday, March 8, 2011, 3:00-4:00 pm, District Office Multipurpose Room.

bb

APPROVED: March 8, 2011