

**CHABOT-LAS POSITAS  
COMMUNITY COLLEGE DISTRICT**

**BOARD OF TRUSTEES  
RETREAT**

**MINUTES  
July 31, 2013**

**PLACE**

Chabot-Las Positas Community College District, 7600 Dublin Blvd., Suite 102, Dublin, California.

**CALL TO ORDER**

The meeting was called to order at 3:35 p.m. Recording Secretary Beverly Bailey called the roll. All Board Members were present at the time of roll.

**ATTENDANCE**

Members Present:	Trustee Arnulfo Cedillo Trustee Isobel F. Dvorsky Trustee Donald L. "Dobie" Gelles Trustee Hal G. Gin Trustee Barbara F. Mertes Trustee Marshall Mitzman Trustee Carlo Vecchiarelli
Members Absent:	None
Managers Present:	Dr. Jannett N. Jackson, Chancellor
Facilitator:	Mr. Robert Jensen
Others Present:	Dr. Tom Orf, President, Las Positas College Faculty Senate (left at 4:30 p.m.)
Recording Secretary:	Ms. Beverly Bailey

**PUBLIC COMMENTS**

There were no Public Comments offered at this meeting.

## **INTRODUCTION**

Dr. Jackson introduced Mr. Robert (Bob) Jensen, Facilitator.

## **PURPOSE**

Board President Cedillo opened the meeting by reporting that the purpose of the Retreat is to foster a dialogue with Board Members and the new Chancellor, Dr. Jannett Jackson. It is an opportunity for the Chancellor and Trustees to get to know each other and to understand how they can work together.

Dr. Jackson reported that through today's dialogue, she would like to establish the Board's vision for her and the District in moving forward. She will also meet with Board Members individually one-on-one.

## **DISCUSSION**

Mr. Jensen led the Retreat discussion. He reviewed the following documents with the Board:

- Board's 2013 Self-Evaluation Summary;
- Board Questionnaire (previously responded to by Board Members to guide the discussions and interactions);
- Chancellor Questionnaire;
- Board Policy 2715 – Code of Ethics/Standards of Practice;
- Board Policy 2710 – Conflict of Interest.

The following additional documents were provided to the Board for reference and briefly discussed:

- Community College League for California Excellence in Trusteeship Program: Core Competencies (optional);
- Accreditation Standard IVB: Board and Administrative Organization;
- Board Mission Statement;
- Board Priorities (2013-2016).

## **OUTCOMES**

Dr. Jackson outlined the expected outcomes of the Retreat as follows:

1. What does the Board of Trustees expect of the Chancellor?
2. What does the Chancellor expect of the Board Members?

3. The outcomes will be reviewed every two or three months and evaluated by both the Board and Chancellor.

The Board discussed and reached consensus on the following:

- Open and honest communication between Chancellor and Board;
- Each Board Member should receive the same information;
- Be candid and honest (no surprises);
- Board Members to directly call the Chancellor with questions and comments; Chancellor will follow up with all Board Members;
- When Board Members receive a call or complaint, they will direct call to the Chancellor; Chancellor will follow-up with all the Board for closure;
- Board Members will notify Chancellor of planned visits to campuses;
- Mutual respect of differing views;
- Chancellor to keep Board apprised on a weekly basis;
- Items should be submitted to the Board in a timely manner;
- Review and establish dates for ongoing Boardsmanship Training;
- Establish “Train our Own” Internal Promotional Program;
- Chancellor will receive a six-month evaluation.

Dr. Jackson reported that she would forward the following to the Board:

- Board Members’ responses to the Board Questionnaire;
- Mr. Jensen’s summary of the Board’s responses to the Board Questionnaire;
- Chancellor’s responses to the Chancellor’s Questionnaire.

Mr. Jensen strongly urged the Board and Chancellor to reach an accord on the expected Goals and Objectives in advance of the Chancellor’s evaluation. Dr. Jackson reported that she would present her Goals and Objectives to the Board in October 2013.

Dr. Jackson also noted that the Colleges’ Goals and Priorities should encompass the Board’s Goals and Priorities; and she will be working with the College Presidents on this.

Dr. Mertes stressed the importance of allowing the Colleges to keep their individuality for creativeness.

Dr. Jackson noted that she strongly supports rewarding innovation and “out-of-the-box” thinking.

In response to the discussion regarding establishing “Train our Own” Internal Promotional Programs, Mr. Jensen suggested creating a program of internships and mentors.

The Board discussed the requirements of the Brown Act and the meaning of “a meeting.” Dr. Jackson reported that she would seek clarification from Legal Counsel.

The Board discussed their policy of endorsing political candidates. It was agreed that individually they could endorse political candidates but not as a Trustee or Board.

### **GOOD OF THE ORDER**

Trustee Mrs. Dvorsky suggested that when scheduling End of Year Events, the Colleges should attempt as much as possible to coordinate the events to avoid scheduling conflicts. She stressed that Board Members attempt to attend as many events as possible and conflicts make it difficult.

### **ADJOURNMENT**

#### Motion No. 1

Trustee Mr. Gelles made a motion, seconded by Trustee Mitzman, to adjourn the Retreat at 6:56 p.m.

### **NEXT MEETING**

The next Board of Trustees Meeting is scheduled for Tuesday, August 20, 2013.

Minutes completed by:

---

Beverly Bailey

---

Secretary, Board of Trustees  
Chabot-Las Positas Community College District