
PERSONNEL COMMITTEE MEETING MINUTES

Coast Community College District
Special Meeting of the Personnel Committee
Date: April 28, 2010 2:00 p.m.
Board of Trustees Office Conference Room
1370 Adams Avenue, Costa Mesa, CA 92626

1. **Call to Order** - Chair Patterson called the meeting to order at 2:04 p.m.

2. **Roll Call**

Trustees Present: Jerry Patterson, Lorraine Prinsky

Trustees Absent: None

3. **Opportunity for Public Comment**

There were no requests to address the Committee during Public Comment.

4. **Review of Executive Recruitments**

a. Vice Chancellor of Administrative Services

b. Vice Chancellor of Educational Services and Technology

c. Vice Chancellor of Human Resources

d. President, Coastline Community College

Ms. Waldfogel provided an update on the executive recruitments occurring at the District. Committee members discussed possible dates for final interviews for the Vice Chancellor of Education Services & Technology and Vice Chancellor of Finance and Administrative Services. Interviews for these positions would be set in August and September 2010.

Mr. Mancina and Committee Members discussed details of the Board policy on Executive Recruiting. Committee members and staff discussed recruiting processes, strengths and weaknesses.

Mr. Patterson requested that Search Committees review the Executive Hiring Policy with staff and consultants.

5. **Report on Personnel Reorganization**

a. Replacements

b. Transfers

c. Vacancies

d. ENDS Program Update

Ms. Waldfogel provided information to the Committee on the ENDS program.

Ms. Waldfogel provided an update on outstanding vacancies in place throughout the District. Committee members discussed campus processes and systems for analyzing and reviewing vacancies. Dr. Prinsky expressed concern about the level of vacancies prevailing at Golden West College due to the ENDS program.

Ms. Waldfogel provided an update to the Committee on transfer status throughout the District.

Committee members discussed the status of the District reorganization. Mr. Patterson emphasized the importance of balancing efficiency with productivity in the organization. Dr. Currie indicated that the ENDS program, combined with the level of vacancies, would result in a significant impact to the operations of the District. Mr. Patterson noted that further analysis of vacancies would be required. He indicated the importance of timing and coordination throughout the whole District for this to take place.

6. Discussion of Deans, Department Chairs and Program Coordinators

Discussion on this item was deferred to a future meeting.

7. Report on Board Personnel & Human Resources Policies and Procedures

Dr. Currie provided an update on the status of the review of District policies.

8. Approval of Minutes

a. Meeting of February 2, 2010

b. Meeting of March 15, 2010

It was moved by Dr. Prinsky and seconded by Mr. Patterson to approve the minutes of the February 2, 2010 and March 15, 2010 Personnel Committee meetings.

Motion carried with the following vote:

Aye: Mr. Patterson, Dr. Prinsky

No: None

Absent: None

9. Set Future Meeting Dates

The Committee set the next meeting for May 24, 2010 at 10:00 a.m.

10. Adjourn

There being no further business, it was moved by Dr. Prinsky and seconded by Mr. Patterson that the meeting be adjourned.

Motion carried with the following vote:

Aye: Mr. Patterson, Dr. Prinsky

No: None

Absent: None

Chair Patterson adjourned the meeting at 4:02 p.m.

Secretary of the Board of Trustees