

VENTURA COUNTY COMMUNITY COLLEGE DISTRICT
Board of Trustees
Chancellor Search Subcommittee

February 4, 2003
Meeting Notes

Present: Allan Jacobs, Mary Anne Rooney, Mike Gregoryk, Bill Studt, and Eileen Welser

CALL TO ORDER

Mary Anne Rooney called the meeting to order in the District Service Center chancellor's conference room at 2:35 p.m.

PLEDGE TO FLAG

Bill Studt led the pledge to the flag.

Guests: Brandy Huffer, Margaret M, and Patricia Kistler

PUBLIC COMMENTS ON AGENDA ITEMS

There were no public comments.

AGENDA ITEM:

1. Finalization of Search Committee Recommendations

The proposed list was developed and will be forwarded to the Board for approval on February 11th.

2. RFP Update

Bill Studt gave a brief update on the RFPs. He indicated that the proposals would be delivered to the subcommittee members on February 5th. There was a brief discussion regarding this item and it was decided that the subcommittee would meet on February 10th to review the applications and determine the groups they would be forwarded to the Board. Bill Studt will validate the applications and check references.

The subcommittee asked the cost to place an ad in the *Wall Street Journal*. Mr. Studt said that he would provide information on advertising and a budget estimate.

Mary Anne Rooney commented on the January 21st meeting notes and pointed out that she had suggested that they alternately schedule the meetings during the day and at night.

3. Setting date for 1st Search Committee Meeting in March

After the Board meeting, the subcommittee suggested that Human Resources send a letter to each individual committee member selected with proposed dates for the first meeting. (A letter will be sent to committee volunteers that were not chosen.) Ms. Rooney recommended a Saturday morning for the first meeting. The subcommittee members decided that the committee members cannot miss the paper screening and if they do, they cannot be replaced with a substitute.

Ms. Rooney will attend the 1st meeting to explain the Board's philosophy.

Margaret M asked if there were guidelines to follow. Mike briefly explained the hiring process.

ADJOURNMENT

The meeting was adjourned at 3:45 p.m.