

**CHABOT-LAS POSITAS
COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING**

**MINUTES
July 15, 2008**

PLACE

Chabot-Las Positas Community College District, Las Positas College, 3000 Campus Hill Dr., Livermore, California.

CALL TO ORDER

The regular meeting was called to order at 5:35 p.m. by Secretary Gin. Recording Secretary Beverly Bailey called the roll. Dr. Cedillo, Dr. Lewis and Mr. Vecchiarelli were absent at the time of roll. The Board immediately adjourned to a Closed Session, which ended at 6:50 p.m. The Board readjoined in Open Session at 6:55 p.m. Recording Secretary Beverly Bailey called the roll. Dr. Lewis was absent at the time of roll.

ATTENDANCE

Members Present: Dr. Arnulfo Cedillo (arrived at 5:36 p.m.)
 Mrs. Isobel F. Dvorsky
 Mr. Donald L. "Dobie" Gelles
 Dr. Hal G. Gin
 Dr. Barbara F. Mertes
 Mr. Carlo Vecchiarelli (arrived at 5:45 p.m.)
 Ms. Erica Morrissey

Members Absent: Dr. Alison Lewis
 Mr. Dayne Nicholls

Managers Present: Dr. Joel L. Kinnamon, Chancellor
 Dr. Celia Barberena, President, Chabot College
 Dr. DeRionne Pollard, President, Las Positas College
 Mr. Jeff Baker
 Mr. Gary Carter
 Dr. Neal Ely
 Ms. Heidi Finberg
 Dr. MaryAnne Gularte
 Dr. Ted Kaye
 Mr. Jeffrey Kingston
 Mr. Robert Kratochvil

Dr. Philip Manwell
Ms. Jeannine Methe
Mr. John Nahlen
Ms. Karen Powell
Ms. Laura Weaver

Recording Secretary: Mrs. Beverly Bailey

Others Present: Mr. David Boehm, President, Las Positas College Classified Senate
Ms. Tiffany Breger, President, Associated Students of Las Positas College
Mr. Pedro Ruiz deCastilla
Mr. Greg Daubenmire, President, Las Positas College Academic Senate
Ms. Shari Friedel
Mr. Ming Ho, President, Chabot College Academic Senate
Mr. Marshall Mitzman
Mr. Justin Reyes, President, Associated Students of Chabot College
Mr. Todd Steffan, Las Positas College Classified Senate
Ms. Rachel Ugale, President, Chabot College Classified Senate

PUBLIC COMMENTS

There were no public comments offered at this meeting.

CONSENT CALENDAR

Mr. Gelles requested that agenda items 3.3 (Faculty Personnel), 3.4 (Management Personnel), 3.5 (Professional Specialist and Program Leader Personnel) and 3.6 (Volunteer Aide Personnel) be removed from the consent calendar.

Motion No. 1

Dr. Mertes made a motion, seconded by Mrs. Dvorsky, to approve the consent calendar with the exception of agenda items 3.3, 3.4, 3.5 and 3.6.

Motion carried unanimously, 6-0.

The following items were approved on the consent calendar:

General Functions

- 1.7 Approval of Minutes of June 24, 2008 Meeting

Personnel

- 3.1 Student Assistant Personnel
- 3.2 Classified Personnel

Educational Services

- 4.1 Approval of 2008-2009 Curriculum Changes, Chabot College
- 4.2 Acceptance of Gift – Las Positas College
- 4.3 Approval of Grant Award Renewal – Alameda County Social Services Agency, Community Action to Reach Out to Infants Program, Chabot College
- 4.4 Approval of Contract Renewal – 2008-2009 Parent Resources for Information, Development and Education Training Program with the Alameda County Social Services Agency, Children and Family Services, Chabot and Las Positas Colleges
- 4.5 Approval of Renewal of Memorandum of Understanding with The Regents of the University of California, Puente Project No. 08-CCC Puente-06, Chabot College
- 4.6 Approval to Enter Into a Memorandum of Agreement with Lawrence Livermore National Security, LLC, District

Business Services

- 5.1 Approval of Commercial Warrant Registers
- 5.2 Approval of Payroll Warrant Registers
- 5.3 Approval of Budget Transfers 12.L.1
- 5.4 Agreements/Contracts
 - a. Approval to Enter into Agreements for Use of Off-Campus Facilities by Las Positas College
 - b. Approval of Renewal of Agreement with Pianos Plus, Las Positas College

TRUSTEE REPORTS AND/OR OFFICIAL COMMUNICATIONS

Ms. Morrissey reported that she is pleased with how well students and faculty are adapting to the construction on campus.

Dr. Gin noted that Chabot College is looking “mighty fine” these days, especially the new parking lot at Depot Road.

CHABOT-LAS POSITAS COLLEGES FOUNDATIONS

Chabot College: Ms. Finberg presented a written report to the Board. She reported that at their last Board Meeting, they thanked Mr. John Gutierrez for his two-year term as Chair. She noted that Mr. Gutierrez plans to continue volunteering with the Foundation.

Ms. Finberg also reported the new Chair is Brian Johnson, President/CEO of CFO Today of the East Bay. In addition, the Foundation has welcomed new members: Sheldon Gilbert, Alameda County Fire Chief; Phyllis Moroney, Public Relations and Marketing Manager, Eden Medical Center; and Jim Wieder, Chief Executive Officer, Hayward Chamber of Commerce. Ms. Finberg reported that the Foundation has renewed its corporate sponsorship with PG&E at the \$5,000 level, and has just secured a new sponsorship with AC Transit at the \$2,500 level. She will be meeting with Waste Management and Stonebrea Country Club in an effort to secure them as partners. She also reported that the Foundation is working on a new e-newsletter. Ms. Finberg further reported that the fall fundraiser, "Chabot Goes Mardi Gras", will be held on Saturday, November 1 at the Hayward City Hall Rotunda.

Las Positas College: Dr. Kaye presented a written report to the Board. He reported that last year's (07-08) fundraising results was 11% higher than budget. They are working with Safeway for their participation on an on-going basis. They have begun planning for a Jazz Fest in 2009. This year, they will attempt to have a family event in October. They have also begun planning for their Board Retreat on September 18. He is pleased to report that the facilitator will be Dr. E. Ann McGee, President, Seminole Community College in Florida. He invited Board Members to the reception that same afternoon.

Mr. Vecchiarelli thanked both Foundation Directors for doing a fine job, reiterating that it is a "tough job in a tough economy."

PRESIDENTS OF CHABOT AND LAS POSITAS COLLEGES FACULTY SENATES

Mr. Ming Ho, President, Chabot College Academic Senate, introduced himself. He reported that the Senate is not in session. He reported that he attended a compressed calendar meeting at Folsom Lake College. In addition, he has met with Dr. Barberena and also with Las Positas College Academic Senate President Daubenmire on Fall agenda items and has formulated a list of priorities.

Mr. Greg Daubenmire, President, Las Positas College Academic Senate, reported that he met with Mr. Ho on items of mutual interest. He reported that Dr. Pollard invited him and the other college constituent group leaders to her leadership retreat. He thanked her for involving them. He also reported that he and others met with Dr. Jones on the Basic Skills monies and how to put it to use in the Fall.

PRESIDENTS OF CHABOT, LAS POSITAS COLLEGES AND DISTRICT CLASSIFIED SENATES

Mr. David Boehm, President, Las Positas College Classified Senate, introduced himself. He noted that he is looking forward to serving as Senate President and representing the Classified Staff in the “participatory government process in an organization that promotes personal and professional development and leadership among the Classified Staff.” The Classified Staff is navigating through some of the changes currently going on at Las Positas College.

Ms. Rachel Ugale, President, Chabot College Classified Senate, reported that they are working with their new administrators, helping them get “settled in.” She recognized and welcomed one of the new administrators, Dean Gary Carter. She reported that she also attended the meeting on compressed calendar at Folsom Lake College on June 30. The Classified Senate will continue to discuss this issue further and hopes there will soon be some “debriefing” at the College as well. She further reported that the District has been busy getting several systems up and running—one being the WebPortal (the “zone”). Recently student representatives (including Dayne Nicholls calling in from Trinidad) were trained on the functionality of the Portal. She looks forward to working with the Foundation in getting the process underway for awarding the Classified Professional Award made possible by Dr. Carlson.

Ms. Cathy Gould, President, District Classified Senate, introduced herself. She thanked Pedro Ruiz deCastilla, the past President for all his work. She also thanked Dr. Kinnamon for attending their last meeting and having a productive discussion with them. She looks forward to working with the Board and Dr. Kinnamon in the upcoming year.

PRESIDENTS OF CHABOT AND LAS POSITAS COLLEGES ASSOCIATED STUDENTS

Ms. Tiffany Breger, President, Associated Students of Las Positas College, submitted a written report to the Board. She reported that she attended Dr. Pollard’s Retreat and thanked her for the valuable experience. She reported that she also attended, along with former President Kayla Moreland, the compressed calendar site visit at Folsom Lake. The information gained will be shared with the entire Student Senate. She also reported that the Senate has been in contact with several vendors interested in coming to Las Positas College during Club Days and other events. In addition, they have been looking at different musicians and bands for a school concert in October. In preparation for the American Student Government Association Conference in Washington, D.C. in September, Senate Leaders have been making the necessary arrangements and appointments with legislators to

advocate for student interests. She reported that they have revised the senator packets for the Fall and have created a new information guide about student government, hoping to bring in more student involvement. Currently, they are preparing a Student Life presentation for the workshops at the Student Orientation on August 14.

Mr. Justin Reyes, President, Associated Students of Chabot College, reported that ASCC held its Executive Retreat on July 27. He thanked Dr. Barberena for attending and providing her insight. They discussed goals, budget and future activities. He reported that they have made significant improvements in their By-Laws, especially in the area of compensation, allowing ASCC Representatives and Executives to be compensated. Strict guidelines will be enforced to make sure students are performing. He also reported that the Executive Directors met with Sergeant Ruben Pola and were happy with the outcomes. During the Summer, they are working on Welcome Week Activities. He thanked the Foundation for providing water and soda for the event. ASCC is working with the Counseling Department on Student Guidebooks and will include a checklist on how to succeed.

PRESIDENTS OF CHABOT AND LAS POSITAS COLLEGES

Dr. Barberena submitted a written report to the Board. She reported that the College has challenges ahead—the Child Development Center budget deficit. She reported that on Thursday, July 18 there will be a meeting including faculty, staff and parent users to “think through” some of the proposals. She reported that the Board will be kept apprised of the situation. She noted that she has received many letters and a 200 name petition on this matter. Dr. Barberena reported that the College has new administrators coming “on board”—Mr. Gary Carter, Dean of Humanities and Fine Arts (whom she recognized); Dr. Susan Sperling, Interim Dean of Social Sciences; Dr. Gene Groppetti, Vice President of Academic Services; and Ms. Tram Vo-Kumamoto, Interim Dean of Science and Math. Dr. Barberena also reported that the College has received a letter from Senator Boxer notifying the College that it has been awarded a Title III grant--\$100,000 per year for five years. The grant will be used to institute the Center for Teaching and Learning. She also reported that this next year will be dedicated to writing and approval of the Self-Study, expressing concern for the new Standards. The College is hopeful for and establishing measures for a balanced budget and with increased enrollments they will succeed. She reported that this Summer and Fall enrollments are better than the past Summer and Fall enrollments.

Mr. Vecchiarelli asked what other colleges with Child Care Centers have done, suggesting that perhaps there is a funding mechanism that we haven't used. Dr. Barberena responded that the College will look into raising revenue through established sources, increasing their contracts and applying for more grants. In response to Mr. Vecchiarelli's question regarding “best practices”, Dr. Barberena reported that the difficulty in looking at other College Child Care Centers is that the Chabot College Center is the best in the State.

Mr. Gelles noted that whatever we can pursue, we need to continue this service for both Colleges.

Dr. Pollard submitted a written report to the Board. She welcomed everyone to Las Positas College, noting it is a pleasure to host the Board Meeting. She noted that the month of June was celebrating what was done in the last academic year; and July is their opportunity to prepare for the next academic year. She thanked Vice President Kratochvil and Project Leader Karen Powell for their leadership for the signage on campus regarding the ongoing construction. She is pleased to report that the College is adapting to the changes without disturbing their main goal of promoting student learning. She congratulated faculty and the Office of Academic Services for their leadership in ensuring they met their enrollment target for Summer Session. She recognized Vice President Jones for coordinating and leading the compressed calendar visit team that recently traveled to Folsom Lake College. She reported that she had a productive 2 ½ day retreat with College Administrators and College Council, talking about future direction of the College. She reported that students and faculty recently took home some of the top honors in the 2008 Best of the Bay Wine Competition at the Alameda County Fair. The premier release of a 2005 Cabernet Sauvignon won a Silver Medal in the field of 125 entries. The label, designed by the Visual Communications students in The Design Shop, won First Place in the Label Design Competition. She also highlighted the following from her report:

- College kicks off initiative to meet needs of Black Male Students led by Dean Jeff Baker;
- \$10,000 Perkins CTE grant for ECD/ESL Program;
- \$1,000 ARTSFUND Grants awarded to Marilyn Marquis and Catherine Suarez by the Alameda County Arts Commission.

GOOD OF THE ORDER

Mr. Vecchiarelli thanked Mr. Todd Steffan for his service this past year as the Las Positas College Classified Senate representative, and Mr. Pedro Ruiz deCastilla for his service as the President of the District Classified Senate.

CHANCELLOR'S REPORT

Dr. Kinnamon congratulated both Colleges for exceeding their enrollment targets for Summer and Fall. He reported that in just five weeks (August 18 at Las Positas College), we will be kicking off the Fall Semester. He recognized the Classified Staff who have been working through the Summer as well as Faculty who have been teaching through the Summer. He reported that the Eastshore Power Plant still must go to the full commission; noting that on Friday, July 11 he participated in a Town Hall Meeting along with Supervisor Alice Lai-Bitker; Andy Wilson, Pilot's Association; Hayward Mayor Michael

Sweeney and Assemblymember Mary Hayashi to discuss the next steps to stop the Eastshore Power Plant.

RECOGNITIONS

Dr. Pollard recognized Mrs. Roni Jennings on her Emeritus Retirement and presented her with a plaque. Mrs. Jennings thanked the District for the positive experiences she had while employed with the District at Las Positas College.

FACULTY PERSONNEL

Mr. Gelles requested that this item be pulled from the consent calendar in order to request hourly rates for stipends as well as the maximum amount allowed.

Motion No. 2

Mr. Gelles made a motion, seconded by Dr. Mertes, to approve the Faculty Personnel.

Motion carried unanimously, 6-0.

MANAGEMENT PERSONNEL

Mr. Gelles requested that this item be pulled from the consent calendar in order to request that the salary format be consistent.

Motion No. 3

Mr. Gelles made a motion, seconded by Dr. Gin, to approve the Management Personnel.

Motion carried unanimously, 6-0.

PROFESSIONAL SPECIALIST AND PROGRAM LEADER PERSONNEL

Mr. Gelles requested that this item be pulled from the consent calendar in order to request that the salary format be consistent.

Motion No. 4

Mr. Gelles made a motion, seconded by Dr. Mertes, to approve the Professional Specialist and Program Leader Personnel.

Motion carried unanimously, 6-0.

VOLUNTEER AIDE PERSONNEL

Mr. Gelles requested that this item be pulled from the consent calendar in order to request that he would prefer not approving Volunteers until all background checks are completed.

Motion No. 5

Mr. Gelles made a motion, seconded by Dr. Gin, to approve the Professional Specialist and Program Leader Personnel.

Motion carried unanimously, 6-0.

APPROVAL OF AWARD OF BID NO. 08-14, M&O FACILITY SITE WORK & SHOP BUILDINGS INSTALLATION, LAS POSITAS COLLEGE

In response to a request from Mr. Gelles for comments regarding this item, Mr. Kingston explained that the Maintenance and Operations facility at Las Positas College is temporary. This project will be on the northeast corner. The project will allow us to move the temporary Maintenance and Operations area, which is in the way of the IT Building and Central Plant and build them a facility so that they can begin to maintain and operate Las Positas College as we build it out.

Motion No. 6

Mrs. Dvorsky made a motion, seconded by Dr. Gin, to approve the award of Bid No. 08-14, M & O Facility Site Work & Shop Buildings Installation, Las Positas College to Robert A. Bothman, Inc., of San Jose, CA, in an amount not to exceed \$4,944,614. It is further recommended that the Board authorize the Vice Chancellor, Business Services, to execute the agreement and any future amendments to the agreement on behalf of the District. Funding Source: Measure B Bond Funds.

Motion carried unanimously, 6-0.

APPROVAL OF AWARD OF BID NO. 08-06, CONSTRUCTION OF THE COLLEGE CENTER FOR THE ARTS, LAS POSITAS COLLEGE

In response to a request from Mr. Gelles for comments regarding this item, Mr. Kingston reported that this is the construction for the College Center for the Arts at Las Positas College. This is a signature project that has been in design for two years. He reported that the bids were excellent, noting that the climate right now for bids is very favorable. This project is a two-story Center for the Arts which includes the

auditorium, classrooms, offices and amphitheater. It will be built on the west side of the College, which is at the Main Entrance where the soccer fields are currently.

Mr. Vecchiarelli questioned what percentage of the engineer's estimates the bids are coming in at. In response, Mr. Kingston reported the budget for this project was \$37.25 Million and the low bid was \$35.2 Million; \$2 Million under or 10% under. On some of the infrastructure projects, the District has experienced up to 20% under. The District will soon bid several other projects, which will be watched closely as we don't know if inflation will kick in. He read recently that the steel prices are increasing 85%. The upside is the availability of equipment and craftsmen are excellent right now and the number of bids we get is excellent.

Mr. Daubenmire questioned if a bid was received from the contractors of the Multidisciplinary Building at Las Positas College, to which Mr. Kingston replied in the negative. Mr. Gelles clarified that we are not accepting bids from contractors we have had problems with. Mr. Kingston reported that under the Public Contracts Code we have to accept bids but we have the ability to reject all bids for no reason. In his experience, contractors that we have had problems with in the past, have not rebid projects.

Mr. Gelles reported that he believes that the facility is too small and hopes that we address that in the future.

Dr. Gin questioned if the existing plan allow for expansion of the building to increase seating. Mr. Kingston reported that the design was done per the program document. The theater is 500 seats and the basis of the design was that in order to accommodate a larger group, an amphitheater was constructed that would handle 1,500 people with the provisions for portable bleachers to add another 500 seats for a total of 2,000 people.

Motion No. 7

Mrs. Dvorsky made a motion, seconded by Ms. Morrissey, to approve the award of Bid No. 08-06, Construction of the College Center for the Arts, Las Positas College to C. Overaa & Company of Richmond, CA, in the amount not to exceed \$35,093,000. It is further recommended that the Board authorize the Vice Chancellor, Business Services, to execute the agreement and any future amendments to the agreement on behalf of the District. Funding Source: Measure B Bond Funds

Motion carried unanimously, 6-0.

APPROVAL OF AWARD OF BID NO. 08-24, PRIORITY ONE BUILDINGS AND PARKING LOT SECURITY UPGRADE PROJECTS, CHABOT COLLEGEMotion No. 8

Mrs. Dvorsky made a motion, seconded by Ms. Morrissey, to approve the award of Bid No. 08-24, Priority One Buildings and Parking Lot Security Upgrade Project, Chabot College to John Plane Construction Inc. of Brisbane, CA, in an amount not to exceed \$1,406,124. It is further recommended that the Board authorize the Vice Chancellor, Business Services, to execute the agreement and any future amendments to the agreement on behalf of the District. Funding Source: Measure B Bond Funds

Mr. Kingston reported that this project is the Security Master Plan. In order to implement the Plan, it was necessary to prioritize the scope, define it and bid it. There were only two bids due to the fact that it is a proprietary system that is being installed and the contractors were required to be licensed by the vendor. The District has worked with John Plane in the past and is currently working on the Chabot College Campus.

Motion carried unanimously, 6-0.

Mr. Gelles requested assurance that we are not co-mingling any Measure B Funds with District Funds. Chancellor Kinnamon reported that “all Measure B Funds are being expended per the ballot language passed by the voters.”

FACILITIES PLANNING AND MANAGEMENT REPORT

Mr. Kingston reported that the Citizens Oversight Committee (COC) Quarterly Report has been mailed to the Board. The report will be presented on July 17 to the Oversight Committee. This report is in addition to the Annual Report. He explained that the report identifies what the projects are, what the budgets are for each project, and what their costs to date are. Two additional projects have been permitted—1) the IT Building at Las Positas College, which received DSA Permit, allowing the District to advertise for bids; and 2) the Las Positas College Child Development Center, which will follow the IT Building and should be bid in the next few months.

INTRODUCTION

Mr. Gary Carter, Dean of Humanities and Fine Arts, introduced himself and received a warm welcome of applause.

ANNOUNCEMENT

Dr. Kinnamon thanked the Board for approving Dean Weaver for the Interim District Director of Public Relations and Governmental Affairs. She will be helping him with Convocation which is coming up August 18 as well as opportunities this Fall for lobbying work. She will continue to do International Student Programs and Accreditation.

ADJOURNMENT

Motion No. 9

Mrs. Dvorsky made a motion, seconded by Dr. Mertes, to adjourn the Regular Meeting at 7:50 p.m.

Motion carried unanimously, 6-0.

Minutes completed by:

Beverly Bailey

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