

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

**MINUTES
August 19, 2014**

PLACE

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

CALL TO ORDER

The regular meeting was called to order at 5:32 p.m. by Board President Dr. Gin. Recording Secretary Beverly Bailey called the roll. Trustees Gelles and Mertes were absent and excused at the time of roll.

PUBLIC COMMENTS

There were no Public Comments offered at this time.

ADJOURN TO CLOSED SESSION

Motion No. 1

Trustee Mrs. Dvorsky made a motion, seconded by Trustee Dr. Mitzman, to adjourn to a Closed Session at 5:33 p.m., which ended at 6:25 p.m.

Motion carried unanimously, 5-0.

OPEN SESSION

The Board readjourned in Open Session at 6:32 p.m. Recording Secretary Beverly Bailey called the roll. Trustees Gelles and Mertes were absent and excused at the time of roll.

ATTENDANCE

Members Present:	Trustee Dr. Arnulfo Cedillo
	Trustee Mrs. Isobel F. Dvorsky
	Trustee Dr. Hal G. Gin
	Trustee Dr. Marshall Mitzman
	Trustee Mr. Carlo Vecchiarelli
	Student Trustee Ms. Kate Dolorito

Student Trustee Mr. Eric Bolin

Members Absent: Trustee Mr. Donald L. "Dobie" Gelles
Trustee Dr. Barbara F. Mertes

Recording Secretary: Ms. Beverly Bailey

Managers Present: Dr. Jannett N. Jackson, Chancellor
Dr. Susan Sperling, President, Chabot College
Dr. Barry Russell, President, Las Positas College
Mr. Ken Agustin
Ms. Julia Dozier
Mr. Wyman Fong
Mr. Doug Horner
Mr. Jeffrey Kingston
Dr. Matthew Kritscher
Ms. Victoria Lamica
Mr. Lorenzo Legaspi
Ms. Jeannine Methe
Dr. Janice Noble
Mr. Arnold Paguio
Ms. Diana Rodriguez
Dr. Stacy Thompson
Dr. Carla Walter
Ms. Yvonne Wu-Craig
Ms. Barbara Yesnosky

Others Present: Mr. Rafi Ansari, President, Associated Students, Las Positas
College
Ms. Rachel Maldonado Aziminia, Chabot College
Mr. John Burkett, Southland Industries
Ms. Philomena Franco, Chabot College
Ms. Kathy Kelley, President, Chabot College Faculty Senate
Ms. Karen Kit, District Services
Dr. Charlotte Lofft, President, Chabot-Las Positas Faculty
Association
Mr. Patrick Lofft
Mr. Tom Orf, President, Las Positas College Faculty Senate
Ms. Janice Phalen
Mr. Sean Praether, Las Positas College
Mr. Todd Steffan, Co-President, Las Positas College
Classified Senate

Ms. Rachel Ugale, District Services
Mr. Gordon Watt, President, Chabot College Classified Senate

PLEDGE TO FLAG

Vice Chancellor Fong led the pledge to the flag.

REPORT OF ACTION TAKEN IN CLOSED SESSION

Board President Gin reported that in Closed Session the Board voted unanimously by a roll call vote (5-0 with Trustees Gelles and Mertes absent) to authorize the Chancellor to negotiate a sales agreement for the property located at 5020 Franklin Dr., Pleasanton, California.

PUBLIC COMMENTS

Ms. Janice Phalen, a commercial real estate broker, spoke to the Board on issues that an interested client had with the RFP for the property located 5020 Franklin Dr., Pleasanton. She noted the issues her client had: the timeframe was too short; it was posted on-line as a negotiable bid when in fact the minimum bid was \$5 million, which the client believed was not competitive with any other recent sale in the area; the seller financing requirement was difficult; and the requirement of a bank letter was an issue.

Ms. Rachel Maldonado Aziminia and Ms. Philomena Franco, Chicano Latino Education Association (CLEA), spoke to the Board about CLEA and the events it has planned this year. She noted that CLEA has been in existence since 1967. They invited the Board to an event on the Chabot College Campus, La Bienvenida, for a Luncheon celebrating Hispanic Heritage Month and welcoming for new incoming freshmen and continuing students to the campus familia on Thursday, September 18 at 11:30 a.m. to 1:00 p.m. In addition, a Latino Summit will be held in October for students and parents. Another function CLEA sponsors yearly is a Latino Graduation or Achievement Ceremony, which will be scheduled to honor all students that complete certificates.

ADMINISTRATION OF OATH OF OFFICE – LAS POSITAS COLLEGE STUDENT TRUSTEE

Board President Gin administered the Oath of Office to incoming Student Trustee Mr. Eric Bolin. After taking his seat on the Board, Mr. Bolin introduced himself, noting that he is a Public Relations major and his future educational plans are to transfer to a UC or CSU college.

CONSENT CALENDAR

Trustee Mr. Vecchiarelli pulled agenda item 2.2 (Management Personnel) from the consent calendar. Trustee Dr. Gin pulled agenda item 4.5 [Approval of Subcontract Agreement – Oakland Private Industry Council, Inc. (Oakland PIC), on behalf of the Alameda County Workforce Investment Board (ACWIB), Las Positas College] from the consent calendar to note a correction.

Motion No. 2

Trustee Mrs. Dvorsky made a motion, seconded by Trustee Dr. Mitzman, to approve the Consent Calendar with the exception of agenda items 2.2 and 4.5.

Motion carried unanimously, 5-0.

The following items were approved on the consent calendar:

General Functions

- 1.9 Approval of Minutes of June 17, 2014 Regular Meeting
- 1.10 Approval of Minutes of July 15, 2014 Regular Meeting

Personnel

- 2.1 Classified Personnel

Business Services

- 4.1 Approval of Commercial Warrant Registers
- 4.2 Approval of Payroll Warrant Registers
- 4.3 Approval of Declaration of Surplus Property to be Sold at Private Sale and Donation or Disposal of Any Items Not Sold
- 4.4 Approval of Master Sub-Recipient Sub-Award Agreement – Jewish Vocational and Career Counseling Service (JVS), Chabot College
- 4.6 Approval of the East Bay Community Services/La Familia Counseling Service Career Pathways Pilot Project Subcontract, Chabot College
- 4.7 Approval of Affiliation Agreement – Doctors Hospital of Manteca, Inc., doing Business as Doctors Hospital of Manteca with its Principal Place of Business Located at 1205 East North Street, Manteca, CA, Chabot-Las Positas Community College District
- 4.8 Approval of Memorandum of Understanding (MOU) Renewal – Alameda County Office of Education for the Alameda County Transition to Teaching for Paraeducators Program, Chabot College

- 4.9 Approval of Memorandum of Understanding (MOU) for Data Sharing Between California Partnership for Achieving Student Success (Cal-PASS Plus), Chabot College
- 4.10 Approval of Memorandum of Understanding (MOU) for Data Sharing Between California Partnership for Achieving Student Success (Cal-PASS Plus), Las Positas College
- 4.11 Approval of Award of a Piggyback Contract for Personal Computer Equipment for Building 2000, Library Renovation, Las Positas College using the State of California WSCA-NASPO Cooperative Purchasing Program (Measure B Bond Funds)

Facilities Planning and Development

- 5.1 Approval to Reject all Bids of Bid No. 14-02, Hesperian Landscaping Project, Chabot College

MANAGEMENT PERSONNEL (Agenda Item 2.2)

Trustee Mr. Vecchiarelli expressed concern about hiring additional Administrative staff. He expressed that he would rather put the money towards classes and students. In addition, he expressed the need for more funds for Maintenance and Operations. He also expressed concern that four Math classes were cancelled for this Semester.

In response to Trustee Mr. Vecchiarelli's concerns, Dr. Jackson reported that the Director of Business Services is a renewal of an existing contract; and not a new position. In addition, she reported that the District recently hired 24 (16 this year) new Faculty Members.

Trustee Dr. Cedillo expressed that he agrees with Trustee Vecchiarelli on additional new positions. He expressed that it would be appropriate to hire if the District is filling a role that is already budgeted. In regards to the four cancelled Math classes, he expressed that if enrollment is low, the institution has an obligation to cut the sections. However, he will wait to hear an explanation from President Sperling regarding the cancelled classes later in this Board Meeting.

Motion No. 3

Trustee Dr. Cedillo made a motion, seconded by Trustee Mrs. Dvorsky, to approve the Management Personnel.

Motion carried unanimously, 5-0.

APPROVAL OF SUBCONTRACT AGREEMENT – OAKLAND PRIVATE INDUSTRY COUNCIL, INC. (OAKLAND PIC), ON BEHALF OF THE ALAMEDA COUNTY WORKFORCE INVESTMENT BOARD (ACWIB), LAS POSITAS COLLEGE

Trustee Dr. Gin noted that he pulled this agenda item from the Consent Calendar to note a correction to the effective ending date of the agreement – August 20, 2014 through June 30, 2016 (in lieu of June 30, 2015).

Motion No. 4

Trustee Dr. Cedillo made a motion, seconded by Trustee Dr. Mitzman, to approve the Subcontract Agreement with Oakland Private Industry Council, Inc. (Oakland PIC), on behalf of the Alameda County Workforce Investment Board (ACWIB), Las Positas College, in the amount of \$183,000 for the period of August 20, 2014 through June 30, 2016. It is further recommended that the Board authorize the Vice Chancellor, Business Services, to execute the proposed agreement on behalf of the District.

Motion carried unanimously, 5-0.

ADOPTION OF RESOLUTION NO. 04-1415 – APPROVAL OF RENEWAL OF STANDARD AGREEMENT NO. 29371 WITH THE STATE OF CALIFORNIA, DEPARTMENT OF REHABILITATION (DOR), LAS POSITAS COLLEGE (Agenda Item 4.12)

Motion No. 5

Trustee Dr. Cedillo made a motion, seconded by Trustee Mrs. Dvorsky, to adopt Resolution No. 04-1415 to approve the renewal of the Standard Agreement No. 29371, with the State of California, Department of Rehabilitation, for the use of office and common area space from July 1, 2014 through June 30, 2016 with a two-year amount totaling \$5,398.85. It is further recommended that the Board authorize the Vice Chancellor, Business Services, to execute the Standard Agreement on behalf of the District.

Motion carried by the following roll call vote:

AYES:	Cedillo, Dvorsky, Gin, Mitzman, Vecchiarelli
NOES:	None
ABSTENTIONS:	None
ABSENT:	Gelles, Mertes

INFORMATIONAL PERSONNEL REPORT (Agenda Item 7.1)

The Board accepted the Informational Personnel Report without discussion.

REQUEST FOR AUDIT FROM FORMER CHABOT FOUNDATION

Chancellor Jackson reported that at the June 24, 2014 Special Board Workshop, the Board directed her to work with Legal Counsel to draft a motion for the Board to review and approve regarding an audit from the former Chabot College Foundation. Chancellor Jackson read the motion at hand:

Motion No. 6

Whereas, the Chabot Foundation is a California non-profit public benefit corporation that is completely independent and separate from the Chabot-Las Positas Community College District; and

Whereas the Chabot Foundation was the focus of community efforts to support Chabot College for many years; and

Whereas the Chabot Foundation received donations from the community for many years, and donor intent for the gifts was to benefit Chabot College's students and programs; and

Whereas the Chabot-Las Positas Community College District Board of Trustees is grateful for the contributions of all of the Chabot Foundation volunteers who have donated their time and talent in support of Chabot College; and

Whereas, former Chancellor Joel Kinnamon met with the Foundation's Board of Directors in 2011 and advised them that the District was required to seek reimbursement from the Foundation for financial support that the District had provided to the Foundation; and

Whereas the Foundation Board of Directors voted to dissolve and wind up the Chabot College Foundation non-profit public benefit corporation, and Foundation board chair Dan Walters is overseeing efforts to wind up and dissolve the corporation; and

Whereas, in the process of winding up the corporation, the Foundation transferred \$74,584.51 in 2011 and \$64,810.49 in 2012 all restricted funds designated for Chabot College students and programs to the District's Auxiliary Foundation and contributed \$38,366.77 to the Chabot College Co-Curricular Account which was used for furniture and other refurbishments to enhance the Chabot Student Center; and

Whereas, the Chabot-Las Positas Community College District does not have legal authority over the affairs of the Foundation, but the District's Board of Trustees has moral obligation to the community to make inquiries to determine that Foundation funds have been used for their intended purpose – the support of Chabot College students and programs;

Now, therefore, be it resolved that the Board of Trustees is authorizing Board Chair, Dr. Hal Gin, to send a letter to Chabot College Foundation Board Chair Dan Walters respectfully requesting the Foundation, as part of its activities to wind up the corporation, perform a financial audit of the non-profit public benefit corporation and to share a copy of the results with the Chabot-Las Positas Community College Board of Trustees.

Trustee Mr. Vecchiarelli expressed his hope that the audit goes back far enough, approximately five to six years and he would hope it is a line item audit, to include all monies received. Trustee Mr. Vecchiarelli applauded the Chancellor for her work on this issue.

Trustee Dr. Mitzman moved the motion, seconded by Trustee Mrs. Dvorsky.

Motion carried by the following roll call vote:

AYES:	Cedillo, Dvorsky, Gin, Mitzman, Vecchiarelli
NOES:	None
ABSENT:	Gelles, Mertes
ABSTENTIONS:	None

PRESIDENTS OF CHABOT AND LAS POSITAS COLLEGES FACULTY SENATES

Dr. Tom Orf, President, Las Positas College Faculty Senate, reported that the Senate has not met as yet this semester. He reported that he is pleased that there will be a full Senate this year and looks forward to an exciting year.

Ms. Kathy Kelley, President, Chabot College Faculty Senate, reported that College Day was impressive in many ways. She also reported that there have been at least two Faculty meetings that focused on sustainability combined with the First Year Experience. She reported that students in the First Year Experience would be comprised of a group of students moving through a series of courses that have a shared theme. These students could have something on their certificates or degrees that indicate a focus in sustainability or other focus area. She also reported that she has applied for and been accepted into the Climate Reality Project with Al Gore and will travel to Brazil in November representing Chabot College. One of the responsibilities of this appointment is to come back and do the work of promoting the whole idea of taking care of our planet.

PRESIDENTS OF CHABOT AND LAS POSITAS COLLEGES AND DISTRICT CLASSIFIED SENATES

Mr. Todd Steffan, Co-President, Las Positas College Classified Senate, submitted a written report to the Board, which highlighted the officers for 2014-15: Todd Steffan and Frances DeNisco, Co-Presidents; Heidi Ulrech, Vice President Communications; Sharon Gach, Vice President Fundraising; Janice Cantua, Vice President Activities; Alesia High, Treasurer; Ernesto Nery and Julie Thornberg, Ambassadors. He reported that the Senate's goal for 2014-15 is to maintain its level of participation in college governance, and its first order of business at the upcoming first meeting will be to staff the committees on campus, and to create an activities calendar. He noted that Classified Staff are ready for the year and looking forward to serving students.

Mr. Gordon Watt, President, Chabot College Classified Senate, reported that the Senate recently held a Retreat. In addition, he reported that there are several new Senators this year. The Senate is working on filling all committee appointments, including the Chancellor's committees. He reported that Joann Cerefice was awarded the Robert Carlson Classified Professional Award. One of the issues that came up for discussion at the Retreat was the need for training for new Software Programs. Further, he expressed appreciation to the Chabot College Administrators for hosting the Classified Appreciation Day activities.

District Classified Senate had no representation at the meeting.

PRESIDENTS OF CHABOT AND LAS POSITAS COLLEGES ASSOCIATED STUDENTS

Mr. Rafi Ansari, President, Associated Students of Las Positas College (ASLPC), reported on Welcome Week activities. He reported that many students have expressed an interest in joining the Senate, noting that participation has grown over the last few years. He also reported the Senate has been working on the Textbook Loaner Program, and will be offering \$30 textbook alternatives to the most populated classes on campus.

Student Senate of Chabot College had no representation at the meeting.

PRESIDENTS OF CHABOT AND LAS POSITAS COLLEGES

Dr. Susan Sperling, President of Chabot College, reported that College Day was well attended. She reported that she received word from Carolyn Arnold that in 2013-14, the number of AA/AS degrees awarded at Chabot has surged to 836, the highest in over 16 years, and an increase of 125 degrees over the previous year. Half of the increase was due to graduates in eleven new transfer degrees. The other half was due to more graduates in

Liberal Arts and Biology and Allied Health majors. She recognized those that worked on developing the new Transfer Degrees, as well as Faculty and Staff in Academic and Student Services who work hard to make sure that students graduate. Dr. Sperling expressed appreciation to Dr. Jackson for her generous support for marketing efforts at the colleges. She distributed to Board Members a marketing DVD, which has been airing on Channel 27. In addition, she distributed to Board Members a number of marketing postcards that will be mass distributed. She introduced two new Chabot College Administrators, Mr. Arnold Paguio, Director of Student Life; and Dr. Carla Walter, Dean of Arts, Humanities and Social Sciences.

Dr. Barry Russell, President of Las Positas College, provided a written report "Las Positas Connection." He reported he enjoyed the opportunity to host Convocation. He recognized Dr. Ted Kaye on his award of the Don Milanese Award. He noted that Dr. Lisa Everett has reported that Las Positas College's Surgical Tech Program had 100% Graduation Pass Rate. Dr. Russell reviewed Las Positas College's Summer and Fall 2014 Recruitment and Image Campaign efforts: Newspaper – Print and Online; Radio; Stoneridge Mall Sky Banner; Facebook; Dublin Direct Mail Postcard; and Direct Email Campaign. He reported that Las Positas College is up in enrollment and up in FTES over last year. He recognized the Admissions and Records Staff, under the direction of Sylvia Rodriguez, who went above and beyond by personally calling over 1,100 students that had enrolled but hadn't paid their fees. Out of the 1,100 students called, 870 students have paid their fees.

CHANCELLOR REPORT

Dr. Jannett Jackson, Chancellor, reported that Convocation was held August 15 and went well. She expressed appreciation to Dr. Russell and Las Positas College for hosting the event and making everyone feel welcome. She especially recognized Mr. Sherman Lindsey for his technical assistance, and the Rock Hawks for the delightful music entertainment during lunch. She also recognized contributions provided by guest speakers Ms. Theresa Tena and her Staff from CCLC, providing updates on developments at the State level on Legislation and Budget. Also in attendance was Ms. Joan Chaplet from MIG, Consultants for the Educational Master Plans and Strategic Plan. Dr. Jackson reported that Ms. Chaplet will be interviewing the Board Members in the coming weeks, and will meet with the Steering Committee prior to September 15. She recognized and expressed appreciation to Mr. John Burdett of Southland Industries for the donation of the continental breakfast and lunch. She also reported that the new Equity Award was awarded to the two Colleges' Student Services Department Staffs. She welcomed new Las Positas College Student Trustee, Eric Bolin and welcomed back Chabot College Student Trustee Kate Dolorito.

TRUSTEE REPORTS AND/OR OFFICIAL COMMUNICATIONS

Trustee Mr. Vecchiarelli reported on the upcoming Military Veterans Stand Down Resource Fair on September 11-12 at the Alameda County Fairgrounds in Pleasanton. He reported that this is a volunteer driven program that provides needed medical and dental care, help with legal problems and a host of other programs. He noted that many of the Veterans that will come to the event for assistance are homeless. He encouraged the Nursing Departments and Veterans Departments to donate their time for this worthy event. Further, he suggested to Dr. Sperling that Chabot College send the marketing DVD to every graduating high school senior.

Trustee Dr. Cedillo requested that Dr. Sperling provide information to the Board regarding the Math class cancellations previously mentioned by Trustee Vecchiarelli. Dr. Jackson reported that she talked with Dr. Thompson and believes she has worked with Faculty to come up with a rubric. She asked Dr. Sperling or Dr. Thompson to provide additional information. Dr. Thompson reported that Chabot College cancelled three full Math classes because an instructor could not be found. She expressed that they were concerned about cancelling Math classes, especially at a time when the College is trying to reach its FTES targets. She reported that she has been working with the Interim Dean, Mr. Tim Dave, and believe they have identified a potential instructor. She reported that Mr. Dave met with the students the first day of class and has gotten their names. It is planned to have late start Math classes to accommodate the students enrolled in those classes; minimizing the effect on students.

Trustee Dr. Mitzman questioned what affect this has on student success and accreditation. Dr. Jackson reported that she does not believe it will have an effect. She noted that the pool of individuals available to teach, especially in high-demand subject areas, has been diminished as other colleges are also hiring. Dr. Jackson reported that an accreditation update will be presented at an upcoming Board Meeting.

Trustee Dr. Cedillo questioned the Headcount at Chabot College. In response, Dr. Sperling reported that Chabot College is doing very well and making up losses due to non-payment of student fees. Dr. Thompson reported that she met with the College Enrollment Management Committee and has been tracking FTES, comparing now to where we were last year, and are only approximately 1% down. Last year, Chabot College didn't reach its target and had to borrow from Summer; and are actively using the strategies as discussed by President Sperling in order to meet those targets, i.e. advertising, late start classes, and looking at possibly adding additional sections.

Student Trustee Ms. Dolorito reported that in talking with students, all appears to have gone well the first two days of the semester, noting that some students are still adding classes. She reported that Gladiator Day is scheduled for the next two days. She also

expressed that she is glad to be back. Further, she welcomed fellow Student Trustee Eric Bolin.

Student Trustee Mr. Bolin reported that over the Summer, ASLPC Officers held an Officer Retreat. He recognized that the renovations to the Library are going well. In addition, he reported that ICC meetings will be held soon. He expressed that he looks forward to his role as Student Trustee.

NEXT MEETING

Trustee Dr. Gin reported that the next meeting of the Board is scheduled for September 2. He noted that this is the day after the September 1 Labor Day Holiday. He noted that this is a Study Meeting, and there are no pressing matters that require Board action. He polled the Board as to its desire to cancel this Study Meeting and entertained a motion.

Motion No. 7

Trustee Dr. Mitzman made a motion, seconded by Trustee Mrs. Dvorsky, to cancel the September 2, 2014 Study Meeting.

Motion carried 5-0.

The next Regular Meeting of the Board is scheduled for September 16, 2014 at Las Positas College.

ADJOURNMENT

Board President Gin adjourned the meeting at 7:27 p.m.

Minutes prepared by:

Beverly Bailey
Recording Secretary

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