

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

**MINUTES
November 15, 2016**

PLACE

Chabot-Las Positas Community College District, Chabot College, 25555 Hesperian Blvd.,
Hayward, CA 94545

CALL TO ORDER

The regular meeting was called to order at 4:00 p.m. by Trustee Mr. Vecchiarelli. Recording Secretary Beverly Bailey called the roll. Trustees Dr. Cedillo and Dr. Gin were absent at the time of roll.

PUBLIC COMMENTS

There were no Public Comments offered at this time.

ADJOURN TO CLOSED SESSION

The Board immediately adjourned to a Closed Session, which ended at 6:25 p.m.

OPEN SESSION

The Board readjoined in Open Session at 6:34 p.m. Recording Secretary Beverly Bailey called the roll. Trustee Dr. Gin was absent at the time of roll.

ATTENDANCE

Members Present: Trustee Dr. Arnulfo Cedillo (arrived 4:20 p.m.)
 Trustee Mrs. Isobel F. Dvorsky
 Trustee Mr. Donald L. "Dobie" Gelles
 Trustee Mr. William L. "Will" Macedo
 Trustee Dr. Marshall Mitzman
 Trustee Mr. Carlo Vecchiarelli
 Student Trustee Ms. Zainab "Z" Dogar
 Student Trustee Mr. David Truelove

Members Absent: Trustee Dr. Hal G. Gin (Excused)

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
Ms. Roanna Bennie
Dr. Marcia Corcoran
Ms. Vanessa Cormier
Mr. Wyman Fong
Dr. Krista Johns
Dr. Matthew Kritscher
Ms. Deonne Kunkel
Mr. Lorenzo Legaspi
Dr. Kristin Lima
Ms. Amy Mattern
Ms. Jeannine Methe
Ms. Guisselle Nunez
Mr. Arnold Paguio
Dr. Stacy Thompson
Dr. Carla Walter
Ms. Yvonne Wu Craig

Others Present: Ms. Noell Adams, President, Chabot College Classified
Senate
Ms. Patricia Albeno, Congreso Familiar
Dr. Carolyn Arnold, Chabot College
Ms. Michele Brecht, Las Positas College
Mr. Jim Daniel, AECOM
Ms. Laurie Dockter, President, Chabot College Faculty
Senate
Ms. Virginia Edwards, Las Positas College
Ms. Homeira Foth, Chabot College Student
Ms. Leslie Gravino, Las Positas College
Ms. Felicia Hines, Las Positas College
Ms. Hisako Hintz, Chabot College
Mr. Ming Ho, Chabot College
Ms. Amanda Ingold, Co-President, Las Positas Classified
Senate
Mr. Dmitriy Kalyagin, Chabot College
Ms. Lynn Klein, Chabot College

Ms. Melissa Korber, President, Las Positas College Faculty Senate
Dr. Charlotte Lofft, President, Chabot-Las Positas Faculty Association
Mr. Daniel Morales, Chabot College Student
Mr. Patrick Muramba, Chabot College Student
Ms. Theresa Pedrosa, Student Senate of Chabot College
Mr. Andrew Pierson, Chabot College Student
Mr. Sean Prather, Las Positas College
Ms. Theresa Puckett, Chabot College Student
Ms. Samantha Rajaram, Chabot College
Ms. Robin Rivera, Las Positas College Student
Dr. John Ruys, Las Positas College
Ms. Rocio Smith, Congreso Familiar
Ms. Shoshanna Tenn, Chabot College
Ms. Kimberly Tomlinson, Las Positas College
Ms. Rachel Ugale, District Classified Senate, APIEA
Ms. Trista Wiley, Las Positas College Student
Ms. Monique Williams, Chabot College
Ms. Wanda Wong, Chabot College
Ms. Barbara Worthington, Chabot College
Ms. Stephanie Zappa, Chabot College

APPOINTMENT OF BOARD SECRETARY

Trustee Mr. Vecchiarelli reported that in Trustee Dr. Gin's absence, Trustee Dr. Mitzman would serve as Secretary.

PLEDGE TO FLAG

Trustee Dr. Marshall Mitzman led the pledge to the flag.

PUBLIC COMMENTS

Mr. Arnold Paguio extended an open invitation to Board Members and others to the Chabot College Asian Pacific Islander Education Association (APIEA) Talent Show to be held on November 18 from 7:30 – 8:30 p.m. He noted that this is the first event for APIEA to raise funds for scholarships.

Ms. Rocio Smith, Congreso Familiar, expressed appreciation to the Board and Chabot College for the support and sponsorship of Chabot College for again hosting a day-long conference which is directed to Spanish-speaking parents of special needs children. She

reported that there were over 1,000 participants at this year's event. She expressed that she looks forward to continuing the partnership with the College. She provided a reusable bag and copy of the event program for Board Members.

The following individuals spoke in support of maintaining the Las Positas College CalWorks Program and retaining a 100% Faculty Coordinator assignment: Robin Rivera (former CalWorks student); Leslie Gravino (Faculty Emeritus); Kimberly Tomlinson (Faculty Coordinator); Melissa Korber (Faculty Member and Former CalWorks Coordinator); Trista Wiley (CalWorks student); Michele Brecht (former CalWorks student); Felicia Hines (former CalWorks student); John Ruys (Faculty Member); and Virginia Edwards (former CalWorks student). Ms. Tomlinson shared the many contributions and advancements which she achieved from her participation in the CalWorks Program and from her student advocacy experiences. Mr. Ruys noted the rising numbers of students needing and participating in CalWorks. Ms. Melissa Korber read a letter from Faculty Members Karin Spirn and Michelle Gonzales in support of the CalWorks Program.

Faculty Members Shoshanna Tenn, Hisako Hintz, Stephanie Zappa, and Ming Ho spoke in regards to the Budget Allocation Model (BAM) and the process of how the funds are allocated to the Colleges. Concern was expressed regarding the Accreditation status if the BAM is not followed, as well as the amount of funds in the Reserve. It was stressed that the BAM must be followed and that all monies budgeted should go through the BAM. Ms. Hintz expressed concern regarding the decisions made by the District on how it spends monies.

Mr. Ming Ho also spoke in regards to the Full-time Obligation Number (FON), noting that the District FON has dipped from 308 to 204. He also noted that the colleges are being discouraged from hiring full-time faculty, which he believes is unrealistic because enrollments will increase.

Mr. Ming Ho expressed concern that Board Policy 3250, which is on the agenda (agenda item 8.2) has not gone through the proper Shared Governance and Program Review process. He cited other examples of lack of discussion, including the Blackboard to Canvas Software conversion and Flex Day planning.

Trustee Mr. Vecchiarelli stressed the importance of growing our enrollments this next year.

CONSENT CALENDAR

Motion No. 1

Trustee Mrs. Dvorsky made a motion, seconded by Trustee Mr. Macedo, to approve the Consent Calendar as submitted.

Motion carried unanimously, 6-0, with Trustee Gin absent.

The following items were approved on the consent calendar:

General Functions

- 1.8 Approval of Minutes of October 18, 2016 Regular Meeting

Personnel

- 3.1 Classified Personnel
- 3.2 Management Personnel
- 3.3 Approval of New Hourly Wages for Student Assistants

Educational Services

- 4.1 Acceptance of Gift, Las Positas College
- 4.2 Approval of Curriculum Changes, Las Positas College
- 4.3 Acceptance of Grant Sub-Agreements in Support of Chabot College's California Community Colleges Chancellor's Office (CCCCO) Industry-Driven Regional Collaborative (IDRC) Grant: Acute Labor Needs, Industry-Recognized Credentials and 21st Century Skills Grant
- 4.4 Acceptance of Grant Sub-Award Agreement with California State University, East Bay (CSUEB), in Support of the "Greater Bay Area K20 Basic Skills Consortium" (Sub-Award No. W207600-232), Chabot College
- 4.5 Acceptance of Grant Sub-Award Agreement with California State University, East Bay (CSUEB), in Support of the "Greater Bay Area K20 Basic Skills Consortium" (Sub-Award No. W207600-234), Las Positas College
- 4.6 Approval of Amendment to the Contract – First 5 Alameda County Every Child Counts Program, Chabot College (Contract No. CB2016-17-003)
- 4.7 Approval of Internship Agreement – American Medical Response (AMR), Las Positas College
- 4.8 Approval of Memorandum of Understanding (MOU) – Umoja Community Education Foundation and Chabot College

Business Services

- 5.1 Approval of Commercial Warrant Registers
- 5.2 Approval of Payroll Warrant Registers
- 5.3 Approval of Declaration of Surplus Property to be Sold at Public Auction Sale and Donation or Disposal of Any Items Not Sold

Economic Development/Contract Education

- 7.1 Approval of Memorandum of Understanding (MOU) – Tri-Valley Occupational Program, District-Economic Development, Tri-Valley One-Stop Career Center

PRESENTATION: CHABOT COLLEGE FIRST YEAR EXPERIENCE PROGRAM

President Sperling introduced the First Year Experience (FYE) Program presenters. She noted that the FYE Program is of great pride to the College. She expressed appreciation to the Board and Chancellor for the opportunity to present the program at tonight's meeting. She noted that the program represents the College's planning cycles from Program Review through the Strategic Goals and Objectives. She reported that in 2012, she called upon the assistance of Ms. Deonne Kunkel and Dr. Jeannie Wilson to bring the planning of the program into actualization. She also recognized Academic Pathways and Student Success Dean Dr. Amy Mattern and Ms. Patricia Shannon (FYE Coordinator).

Dr. Amy Mattern and Ms. Deonne Kunkel (Interim Dean, Arts, Humanities, and Social Sciences) presented the First Year Experience (FYE) Program at Chabot College. The Program focuses on student success by providing a number of different guided pathways based upon student interests and their academic goals. Students select a pathway cohort and are helped to develop a class schedule each semester for their first year at Chabot College. Each class schedule provides core math and English sections along with additional courses geared towards the theme of each pathway. By joining an FYE pathway, students are provided core courses, that are typically difficult to add into to their schedule of courses as a new student. These courses have been demonstrated to be key success factors when students take these requirements early. The pathways are each supported by a cohort of faculty and staff members from across the Chabot College campus.

By joining FYE, students are provided the following benefits:

- Guaranteed spot in high demand classes for fall and spring semesters;
- Specialized attention from FYE Pathway faculty and counselors;
- Connection with a cohort of students with similar interests and goals;
- Opportunity to explore academic and career interests;
- Faster pathway to transfer.

It was reported that this is the third year of the program; and each year the number of students enrolled has doubled. In addition, institutional data is showing increased student retention and success for Chabot pathway students when compared to their peers.

Pathway Student Peer Advisor Patrick Muramba, and Pathway Student Daniel Morales provided their positive first-hand experiences in the program.

PRESIDENTS OF CHABOT AND LAS POSITAS COLLEGES FACULTY SENATES

Ms. Melissa Korber, President, Las Positas College Faculty Senate, reported that many Faculty Members have participated in the Canvas Software training. She reported that 62 Faculty Members plan to teach using Canvas in Spring Semester. She also reported that the Senate has discussed anti-plagiarism software relating to Canvas and has a recommendation from the Distance Education Committee; however, the Senate has not acted on that as yet. Other Senate discussions included the CalWorks Program changes and concern regarding lack of planning and usurping some of the existing processes. She reported that on November 9, the Senate endorsed the Umoja Program at Las Positas College. A Special Meeting will be held on November 30, 2016.

Ms. Laurie Dockter, President, Chabot College Faculty Senate, reported that she recently attended the Academic Senate for California Community Colleges. She noted that at this meeting, she was impressed about how much thought was put into the need for education to have a good strong democracy. She noted the importance of speaking up and doing more, both in our institution and in the country, to make things work. She recognized those that spoke up this evening. She also reported the concerns regarding the changes to the Budget Allocation Model (BAM). She also noted concern for enrollment numbers and the need to support our students as well as bring in new students. She stressed how hard the Faculty are working for their students.

PRESIDENTS OF CHABOT AND LAS POSITAS COLLEGES AND DISTRICT CLASSIFIED SENATES

Ms. Noell Adams, President, Chabot College Classified Senate, reported that the Senate is planning their annual winter event to bring Classified Professionals together. She also reported that she had the opportunity to attend the Veterans' Day Barbecue at the College. She reported that the Classified Prioritization Process has been completed for this year and several Classified high priority positions have been approved for 2016-17; and it is anticipated that a second round would be approved in a couple months in support of the Strong Workforce Plan. Further, she reported that the BAM was discussed at the last Senate Meeting and at this time the Classified Senate is not ready to make a statement on this issue.

Ms. Amanda Ingold, Co-President, Las Positas College Classified Senate, reported that the Senate has unanimously approved the proposed plans and budget for the year's goals, including activities and fundraisers as proposed by the membership. The Senate is now moving forward on the proposals. She also reported that plans for Spring Flex Day continue. In addition, she reported that the Senate voted, as one of its goals for the year, to review AB2558 and research ways in which Classified Professionals can equitably

participate in Professional Development. She reported that Classified Professionals have overwhelmingly volunteered to participate on College Governance Committees. She reported that the Senate has successfully completed its first fundraising activity of selling concessions during Men's and Women's home soccer games; and the next Senate fundraising activity is selling Godiva chocolates to faculty, staff and students for the holidays. Further, she reported that the Senate held a Mixer (cookies and costumes) on October 31.

Ms. Rachel Ugale, District Classified Senate, provided an update on the CLIP Program. She reported that managers have made presentations to the group and expressed appreciation to Krista Johns, Rajinder Samra, Amy Mattern and Walter Blevins. She reported that at their next meeting, a representative from the Statewide Classified Senate will attend.

GOOD OF THE ORDER

Dr. Charlotte Lofft expressed appreciation to the District for approving an MOU with respect to paying Faculty who teach Canvas classes in order to assist with the transition. She also expressed that Classified Professionals and Administrators work hard as well as Faculty. She also reported that Faculty Emeritus Chet Rhoan passed away; noting that he was active with CARE. Further, she recognized Trustee Macedo for his service and wished him well.

PRESIDENT OF STUDENT SENATE OF CHABOT AND PRESIDENT OF ASSOCIATED STUDENTS OF LAS POSITAS COLLEGES

The Student Center of Chabot College had no representation at this meeting.

The Associated Students of Las Positas College had no representation at this meeting.

PRESIDENTS OF CHABOT AND LAS POSITAS COLLEGES

Dr. Susan Sperling provided a written report to the Board. She shared a few thoughts from after the election which she sent in an email to the Chabot community. She noted that Chabot College serves one of the world's most diverse communities, and expressed that as we face our students after an ugly political season, we at the College will continue to help them to surmount the obstacles of injustice, racism, xenophobia, homophobia, and misogyny. She expressed that in response to the fears expressed by students at Chabot College, we will "organize" to continue to educate and support students' rights as citizens and human beings. She drew attention to the Spring 2017 Law and Democracy Series with subjects such as voting rights and the national popular vote initiative; immigration,

religious freedom and national security; structural racialization and white privilege; criminal justice reform, etc.

Dr. Barry Russell, President of Las Positas College, provided the President's written report to the Board "Las Positas Connection." He reported that the College continues to move forward with its accreditation responses; and developing the College's Strong Workforce Plan which is due in January 2017. He reported that he hopes to bring the Plan to the Board for review early next year. He recognized all the work of Faculty and Staff being done on campus.

CHANCELLOR REPORT

Chancellor Jackson reported that on Monday, November 14, she attended the Board of Governors Meeting. She reported that some of the items on the agenda were: 1) the BOGs approval to increase the Faculty Obligation Number (FON) for 2017; 2) expansion of our statewide marketing on the guarantee transfer degree Associate Degree of Transfer (ADT) AB1440; and the Strong Workforce Initiative and the \$200 million allocated to CTE. She reported that the Board of Governors approved 8 new college-level indicators and 3 district-level indicators:

- Median time to degree – which was mentioned by Deonne Kunkel and Amy Mattern in the FYE Presentation;
- District participation (access); and
- Other Post-Employment Benefits (OPEB) liability.

Chancellor Jackson reported that she attended the Veterans' Day events at both Colleges. She expressed appreciation to Trustee Mr. Macedo for attending the Las Positas College Veterans' First Meeting. She reported that she will be attending the Community College League of California (CCLC) Convention in Riverside, CA starting tomorrow; along with Student Trustee Truelove. She reported that in conjunction with the convention, she will also co-chair the Veterans' Caucus Meeting on Thursday, August 17. She noted that the idea for a state-wide advocacy group for Veterans began as an idea in May 2014 after a presentation she did on Veterans with Trustee Larry Kennedy, Ventura Community College District. Since that time, a group has been organized, a 501c3 status has been attained, a logo created, an account at the League established, and invoices have been sent.

ADOPTION OF RESOLUTION NO. 05-1617 – TO LAYOFF AND REDUCE HOURS OF CLASSIFIED EMPLOYEES (Agenda Item 3.4)

Motion No. 2

Trustee Dr. Cedillo made a motion, seconded by Trustee Dr. Mitzman, to adopt Resolution No. 05-1617 – To Layoff and Reduce Hours of Classified Employees, effective February

28, 2017. It is further recommended that the Board authorize and direct the Chancellor or designee to give notice as required by the Education Code to those classified employees affected by elimination of certain classified positions due to lack of funds or work, effective February 28, 2017, and to the appropriate exclusive bargaining representative pursuant to district rules.

Motion carried by the following roll call vote:

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

ACCEPTANCE OF INFORMATIONAL PERSONNEL REPORT (Agenda Item 8.1)

The Board accepted the Informational Personnel Report without discussion.

FIRST READING: REVISED GOVERNING BOARD POLICY 3250 – GENERAL INSTITUTION: INSTITUTIONAL PLANNING (Agenda Item 8.2); AND FIRST READING: ADMINISTRATIVE PROCEDURES 3253 – GENERAL INSTITUTION: TOTAL COST OF OWNERSHIP (Agenda Item 8.3)

Trustee Dr. Cedillo noted that these are the first reading of Board Policies; therefore, there is still time to make any necessary changes.

ACCEPTANCE OF ANNUAL FINANCIAL AND BUDGET REPORT – FINANCIAL REPORT FOR 2015-2016 AND BUDGET REPORT FOR 2016-2017 (Agenda Item 8.4)

The Board accepted the Annual Financial Report for 2015-2016 and Budget Report for 2016-2017 without discussion.

TRUSTEE REPORTS AND/OR OFFICIAL COMMUNICATIONS

Student Trustee Truelove reported that he attended the Las Positas College Veterans' event. He also reported that Chabot College is moving forward with 9 additional water refill stations. He reported that he, along with the Senate, is working with IT to fix some Wi-Fi issues.

Student Trustee Dogar reported that the Las Positas College Senate is hosting the new Senators tomorrow. She noted that there appears to be a lot of discord during this

election; and reported that all of her instructors have spoken about moving forward after the election.

In response to the Public Comments made tonight on the CalWorks Program at Las Positas College, Trustee Dr. Cedillo noted that he looks forward to hearing “the other view”, noting that there are always two sides to every situation. He also expressed that the Board recognizes the importance of CalWorks. He reported that he recently attended the Hispanic Universities and Colleges Conference in San Antonio. He reported that the District is a Hispanic Serving Institution (HIS) and expressed that the Colleges must keep moving forward; noting that this grant benefits the entire institution and community, not just Hispanics. He reported that he would like the College Presidents to look at working locally and as a next step look at the needs within our community and community colleges and move forward on a Resource Center for DREAM students. He expressed that he recognizes we will have to work hard locally to ease the anxiety of concerns about deportation through civic engagement. He also encouraged the campuses to make available mental health professionals.

Trustee Mrs. Dvorsky expressed that we will all have to work together and come together.

Trustee Dr. Mitzman wished Trustee Macedo well, noting that he is sorry to “see him go.” He reported that Dr. Carlson has been elected to the Hayward Unified School Board.

Trustee Mr. Gelles echoed Trustee Dr. Cedillo’s comments on working together, expressing that is something he will always support. He recognized Trustee Mr. Macedo and thanked him for his service on the Board.

Trustee Mr. Macedo thanked the College Presidents for emphasizing Veterans’ Affairs. He reported that he attended the Adams Family production at Las Positas College with his wife and two grandchildren and thoroughly enjoyed it. He expressed appreciation to the Board for the opportunity to serve the past two years.

Trustee Mr. Vecchiarelli recognized the passing of Faculty Emeritus Chet Rhoan, who was active in CARE. He asked that this meeting be closed in his memory.

ADJOURNMENT

Motion No. 4

Trustee Dr. Cedillo made a motion, seconded by Trustee Mrs. Dvorsky, to adjourn the meeting at 8:26 p.m., in memory of Mr. Chet Rhoan.

Motion carried unanimously, 6-0, with Trustee Dr. Gin absent.

NEXT MEETING

The next Meeting of the Board is an Organizational and Regular Meeting scheduled for December 6, 2016 at the District Office.

Minutes prepared by:

Beverly Bailey
Recording Secretary

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