



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

**MINUTES
September 4, 2018**

PLACE

Chabot-Las Positas Community College District, 7600 Dublin Blvd, Dublin Ca 94568

CALL TO ORDER

The Regular meeting was called to order at 5:01 p.m. by Trustee Mitzman, Recording Secretary Debra Nascimento called the roll.

PUBLIC COMMENTS

There were no Public Comments offered at this time.

CLOSED SESSION

Motion No. 1

Motion made by Trustee Gelles and seconded by Trustee Gin, the Board immediately adjourned to Closed Session at 5:02 p.m.

Motion carried unanimously, 4-0 with Trustee Dvorsky, Trustee Maduli and Trustee Vecchiarelli absent.

OPEN SESSION

The Board re-adjourned in Open Session at 6:03 p.m. Recording Secretary Debra Nascimento called the roll. Trustee Maduli, Trustee Vecchiarelli and Student Trustee Juliet Garcia Gutierrez were absent at the time of roll.

ATTENDANCE

Members Present: Trustee Ms. Isobel F. Dvorsky
Trustee Mr. Donald L. "Dobie" Gelles
Trustee Dr. Hal G. Gin

Trustee Dr. Marshall Mitzman
Trustee Ms. Genevieve Randolph
Student Trustee Mr. Garrett Culbertson

Members Absent: Trustee Mr. Edralin “Ed” Maduli, Trustee Mr. Carlo Vecchiarelli,
Student Trustee Ms. Juliet Garcia Gutierrez

Recording Secretary: Ms. Debra Nascimento

Managers Present: Dr. Susan Cota, Interim Chancellor
Dr. Susan Sperling, President, Chabot College
Ms. Roanna Bennie, Interim President, Las Positas College
Dr. Matthew Kritscher
Ms. Krista Johns
Mr. Wyman Fong
Ms. Guisselle Nunez
Mr. William Garcia
Ms. Diane Brady
Mr. Ron Gerhard
Mr. Bruce Griffin
Mr. David Johnson

Others Present: Ms. Melissa Korber President, Las Positas College Faculty
Association
Ms. Carol Graham
Ms. Linda Granger
Ms. Rachel Ugale
Mr. Bob Buell

PLEDGE TO FLAG

Vice Chancellor Mr. Ron Gerhard led the pledge to the flag.

REPORT OUT: NO ACTION TAKEN IN CLOSED SESSION

As part of preparing Board Minutes, the District includes a summary of oral communications made to the Board. These summaries do not represent the views or opinions of the Board of Trustees or District, and by including them as part of the minutes of this meeting, the District does not endorse them or vouch for the accuracy of the statements made by the public.

1.6 PUBLIC COMMENTS

Mr. Dave Fouquet provided the Board with a handout on the new Funding Formula and spoke about the impact it will have against Chabot and Las Positas College students.

Interim Chancellor Cota thanked Mr. Fouquet for his report and the time he has put into this topic. President Mitzman too thanked Mr. Fouquet for his report and stated we will work as a team to get through this.

2.0 PRESENTATION: CHILD DEVELOPMENT BUDGET/ STATE FUNDING FORMULA

Interim Chancellor Cota introduced Vice Chancellor Gerhard and gave the following presentation:

Child Development Fund- 5 Year History

	2014-15	2015-16	2016-17	2017-18 (Unaudited)	2018-19 (Budget)
Revenues & Transfers	912,902	1,309,850	1,286,578	1,639,170	1,735,193
Expenditures	1,369,106	1,378,005	1,470,006	1,685,293	1,946,249
Net from Operations	(456,204)	(68,155)	(183,428)	(46,123)	(211,056)
Other Sources	456,204	445,794	151,692	44,801	92,708
Increase (Decrease) in Fund Balance	0	377,639	(31,736)	(1,322)	(118,348)
Beginning Fund Balance	0	0	377,639	345,903	(344,581)
Ending Fund Balance	0	377,639	345,903	344,581	226,233
FTES (Lab) Generated			53.7	82.57	TBD
Calculated FTES Revenue to General Fund			\$268,809	\$425,312	

Source-CCFS 311A and 2018-19 Proposed Adopted Budget

Student Success Funding Formula

The State has changed our funding model.

We need to now quickly adopt the new model and work together to maximize our district's future funding.

To respond to this new funding environment we are:

- Increasing communications with all stakeholders
- Reviewing possible approaches to maximize both FTES and non-FTES revenue
- Evaluating district-wide processes to ensure they produce results that benefit the district

Student Success Funding Formula

Funding Formula

- Base Allocation
 - Applies to credit FTES only

- CDCP and noncredit FTES funded separately, per previous funding model
- Each district still receives basic allocation based upon # of colleges and centers
- Funding per credit FTES of \$3,717 for FY 2018-19
- Funding per credit FTES of \$3,387 for FY 2019-20*
- Funding per credit FTES of \$3,046 for FY 2020-21*

*- Adjusted for COLA and other base adjustments

Base Allocation (Continued)

- 3 year rolling average used for base credit FTES comprised current year, prior year, and year prior to the prior year divided by 3.
- Current year growth excluded from average by instead added to the computed average.
- **Traditional stability and restoration provisions still apply.**
- **Unused growth funding can then be allocated to growth in supplemental and student success allocations.**

- **3 year rolling average simulation**

			Yr. 1 of Implementation	Yr. 2 of Implementation		Change	\$ Change
3 YR Rolling Average	2016-17	2017-18	2018-19	2019-20	Average		
FTES (Original Targets)	15460	17400	17574	0	16,811.33		
FTES (hypothetical)	15460	17640	17640	0	16,913.33	102.00	380,154.00
		17640	17640	17640	17,640.00	726.67	2,461,220.00

Supplemental Allocation

- **Point system based upon number of:**
 - Pell recipients (1 point)-headcount previous yr.
 - AB 540 students (1) - headcount previous yr.
 - Promise Grant recipients (1) - headcount previous yr.
- Funding per point of \$919 for FY 2018-19
- Funding per point of \$919 for FY 2019-20*
- Funding per point of \$919 for FY 2020-21*

* Adjusted for COLA and other base adjustments

- **Student Success Allocation**
 - Associates degree or baccalaureate degree granted (3), prior yr. data
 - ADT (4), prior yr. data
 - Certificates requiring 18 or more units (2), prior yr. data

- Completions of transfer level Math and English courses within 1st year of enrollment (2), prior yr. data
 - Transfers to 4 yr. institution's (1 ½), prior yr. data
 - Student obtaining regional living wage within 1 year of completion of study (1), prior yr. data
 - Additional points for equity component
- **Student Success Allocation (except equity component)**
 - Funding per point of \$440 for FY 2018-19
 - Funding per point of \$680 for FY 2019-20*
 - Funding per point of \$880 for FY 2020-21*
- *Adjusted for COLA and other base adjustments

Student Success Funding Formula

- **Student Success Allocation**
 - Equity Component
 - Additional points received for students who have received a Pell Grant and:
 - Associates degree or baccalaureate degree granted (4 ½), prior yr. data
 - ADT (6), prior yr. data
 - Chancellor's Office approved credit certificate requiring 16 or more units granted (3), prior yr. data
 - Completions of transfer level math and English coursed within 1st year of enrollment (3), prior yr. data
 - Transfers to 4 yr. institutions (2 ¼), prior yr. data
 - Completion of 9 or more CTE units (1 ½), prior yr. data
 - Student obtaining regional living wage within 1 year of completion of study (1 ½), prior yr data
 - **Student Success Allocation (equity component only)**
 - Funding per point of \$111 for FY 2018-19
 - Funding per point of \$167 for FY 2019-20*
 - Funding per point of \$222 for FY 2020-21*
- *Adjusted for COLA and other base adjustments

Hold Harmless

- For the 2018-19 and 2019-20 fiscal years, a level of funding to ensure that all community college districts receive at a minimum the total computational revenue the district received in the 2017-18 fiscal year, defined as a district's final entitlement for general purpose appointment based on FTES and the number of colleges and comprehensive centers the district operates.
- Commencing with the 2020-21 fiscal year, and each year thereafter, community college districts shall receive the higher of (A) the funding level determined by the formula established in this section, or (B) the level of funding determined by multiplying the

community college district's new FTES by the associated credit, noncredit, and career development and college preparation rate received by the district in the 2017-18 fiscal year.

Other Components

- The governing board of each community college district shall certify it will do all the following, no later than January 1, 2019:
 - Adopt goals for the community college district that meet the following requirements:
 - Are aligned with the system wide goals identified in the Vision for Success, which were adopted by the Board of Governors of the California Community Colleges in 2017.
 - Are measureable numerically
 - Specify the specific timeline for achievement
 - For the meeting when the goals are considered for adoption, include in the written agenda an explanation of how the goals are consistent and aligned with the system-wide goals.
- Submit the written item and summary of action to the chancellor's office.

Chabot Las Positas Community College District: 4-Year SCFF Projections

Implementation and Moving Forward

- Increase communications and engagement of key stakeholders
 - Through established governance structure, engage stakeholders to forward recommendations and solutions for implementation
- Maximize programs that help increase FTES/non FTES revenue
 - Increase financial aid participation rates
 - Maximize completion and degrees
 - Maintain FTES goals
- Align our district-wide processes
 - Align data collection and ensure accuracy
 - Resource allocation model needs to be discussed/revisited
 - College program reviews and planning processes may need further review

Questions/Comments:

President Mitzman asked why the funds earned went into the General Fund and not the Child Development Fund. Vice Chancellor Gerhard stated that the state requires revenue that is driven from full time equivalent students must go into the Unrestricted General Fund. He added, from there it can be transferred out as other sources and that is what we've historically done to support the Child Development Fund. He added, in 2017-18 of the \$425,000 that came into the General Fund they transferred \$45,000 into the Child Development Fund to assist with the operations.

Chabot College President Dr. Susan Sperling stated she appreciated Vice Chancellor Gerhard's report as this was the first time a presentation has been made to the Board that fully develops in

language we can all understand the relationship between the funding and functions for the Child Care Centers on both campuses as lab environments.

Trustee Gin echoed Dr. Sperling and stated Chabot College is generally a grant funded program; can we mesh the two programs together to balance and does that particular set up effect the operation of each of the centers, specifically how funding is derived from. Vice Chancellor Gerhard stated, there's nothing wrong with how their set up and operated, state grants can be utilized more at Las Positas College. Grant monies going over to Las Positas College will help relieve some of the pressure. Lastly, if you have a contract with the State of California, you can depend on that and focus on servicing the children.

President Mitzman asked why not show clean books instead of a deficit if in fact that is the case for Child Development. Vice Chancellor Gerhard answered the colleges rely on the FTES revenue coming into their General Funds to support other things, to the extent that we take revenue out of the General Fund and put it into the Child Development Fund. He explained through Program Review and other College Processes', conversations are centered on what is not going to get done in the General Fund to support the Child Development Fund; a planning process needs inform any decision made to subsidize a program. President Mitzman thanked Vice Chancellor Gerhard for bringing his question to light.

Trustee Gelles stated anything relevant to the Child Development Program he has had a high interest in, he asked if the program has the chance of getting out the deficit. Vice Chancellor Gerhard stated yes that is the plan. The reason why the expenditures have increased (budget for the current year has increased) we are trying to do just that. He stated there is additional monies at the state to be earned but we need to be staffed at the right staffing ratios. Additionally, we have capacity to serve those additional children and labs for additional programs. Trustee Gelles stated we need to come back with some avenues. Interim Chancellor Cota commented, she remembered when the deficit was much greater. Dr. Sperling asked Vice Chancellor Gerhard to share information relevant to Chabot College on there program in terms of funding. Vice Chancellor Gerhard stated Chabot College currently is balanced. Trustee Gelles stated this program is administratively costly but a good job has been done.

Vice Chancellor Ms. Krista Johns stated there might be more information that would be beneficial for the trustees, a large source of the number of certificates issued by the colleges comes out of the early Childhood Development Program. Under the new Funding Model, we will be receiving a premium for the certificates that are generated out of our colleges; more than 40% of the certificates at Chabot College are granted from the Early Childhood Development program and more than 25% of all certificates at Las Positas College are granted in Early Childhood Development. These programs need the centers for labs and student learning experiences to complete those certificate programs. She also stated, there has been a few grant enhancements that have benefited Las Positas College in which Vice Chancellor Mr. Wyman Fong has been active in hiring with keeping our costs contained. Vice Chancellor Fong addressed Trustee Gelles's concern and stated the colleges have been working with Human Resources to figure out how to deal with costs associated with their staffing ratio. He stated they reorganized the department by adding a new childcare assistant which provides for the ratio

with more financial efficiency. Trustee Gelles stated we need to identify new ways to staff childcare so it doesn't cost so much.

Dr. Sperling stated one constraint they've labored under at Chabot College is because they've received all of their funding through a variety of state and federal grants, it's not only the ratio, it's the educational level of employees serving in the classroom; Head Start has specific mandates. Trustee Gelles thanked Dr. Sperling in which she has done a good job.

Interim Chancellor Cota asked each college president to provide a short synopsis to the Board on what they are doing regarding financial aid.

Las Positas Interim President Ms. Roanna Bennie stated she summarizes the new Funding Formula Model in three priorities. She stated they received allocation money from the state "Promise Money" to help the college and students that aren't receiving Board of Governors BOG Waivers. She also stated there in the process of hiring three people in their Financial Aid Department to assist students with all the financial aspects.

Chabot College President Dr. Sperling stated they too have a similar strategy. President of Student Services Kritscher added their plan is to hire three Financial Aid Advisors as well.

President Mitzman asked if we have a choice in adopting the new Funding Formula. Vice Chancellor Gerhard stated no, we became aware of this back in January and was implemented at the state level. He stated conversations started in March when Retiree Vice Chancellor Mr. Lorenzo Legaspi gave a brief overview of the model.

TRUSTEE REPORT AND/OR OFFICAL COMMUNICATIONS

Trustee Randolph echoed Las Positas College Interim President Ms. Bennie as she too summarizes everything, seeing the three different priorities. She stated she thinks the colleges have started planning for this and are well on their way.

Trustee Gin stated this is like peeling an onion, the Board has confidence we will get there as every District is going through the same thing and are sensitive to the funding. He thanked Vice Chancellor Gerhard for his presentation and added he is sure this will be the topic for many meetings to come.

Las Positas Student Trustee Garrett Culbertson stated he enjoyed this evening presentation and thanked Vice Chancellor Gerhard for clarifying the point values for the different student success metrics.

President Mitzman asked if an analyst has been done, how many employees need to be brought in to have a projected income. Vice Chancellor Gerhard stated we are looking at staffing levels that will allow us to increase revenue in the General Fund. He stated their two months into the analyst, due to the Hold Harmless period they have approximately 18-24 months to work out what needs to be implemented to adjust to the new Funding.

President Mitzman stated he is hopeful we are working on bringing together opportunities for evening classes that provide certificates and transfer programs at both colleges. Trustee Randolph stated she too hopes the colleges are looking into this. Trustee Gelles stated student want to take classes on Saturdays and Sundays. President Mitzman stated we will continue this discussion at upcoming meetings.

ADJOURNMENT

President Mitzman closed the meeting in honor of Interim Chancellor Cota, and thanked her for all her hard work and dedication in serving the District and colleges she loves.

Motion No. 2

Trustee Gelles made a motion, seconded by Trustee Randolph to adjourn the meeting at 7:17 p.m.

Motion carried unanimously, 5-0 with Trustee Maduli and Trustee Vecchiarelli absent.

NEXT MEETING

The next meeting of the Board is a Regular Meeting scheduled for September 18, 2018 at the District Office.

Minutes prepared by:

Debra Nascimento
Recording Secretary

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