



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

**MINUTES
December 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 5:00 p.m. by President 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 Maduli, the Board immediately adjourned to Closed Session at 5:02 p.m.

Motion carried unanimously, 6-0, with Trustee Vecchiarelli (via Conference Call).

OPEN SESSION

The Board re-adjourned in Open Session at 6:31 p.m. Recording Secretary Debra Nascimento called the roll.

ATTENDANCE

Members Present:

Trustee Mr. Donald L. "Dobie" Gelles
Trustee Dr. Hal G. Gin
Trustee Mr. Edralin "Ed" Maduli
Trustee Dr. Marshall Mitzman

Trustee Ms. Genevieve Randolph
Trustee Mr. Carlo Vecchiarelli (Via Conference Call)
Student Trustee Mr. Garrett Culbertson
Student Trustee Ms. Juliet Garcia Gutierrez

Recording Secretary: Ms. Debra Nascimento

Managers Present: Mr. Thomas Fallo, Interim Chancellor
Dr. Susan Sperling, President, Chabot College
Ms. Roanna Bennie, Interim President, Las Positas College
Mr. David Betts
Ms. Diane Brady
Mr. Walt Blevins
Ms. Julia Dozier
Ms. Jennifer Druley
Mr. Wyman Fong
Mr. William Garcia
Mr. Ron Gerhard
Mr. Bruce Griffin
Dr. David Johnson
Dr. Matthew Kritscher
Mr. Owen Letcher
Ms. Guisselle Nunez
Dr. Stacy Thompson
Ms. Barb Yesnosky

Others Present: Mr. Mon Khat, President, Chabot College Faculty Senate
Ms. Melissa Korber, President, Las Positas College Faculty Association
Ms. Noell Adams, President, Chabot College Classified Senate
Mr. Lorenzo Caballero, President, Chabot College Student Senate
Ms. Lylah Schmedel, President, Chabot College Student Senate
Mr. Mujeeb Dadgar
Ms. Dori Campbell
Mr. Dave Fouquet
Ms. Rachel Ugale
Ms. Dawn Neideffer
Ms. Linda Granger
Ms. Ann Kroll
Mr. Dale Wagoner
Mr. George Callaona

Ms. Davita Romero
Ms. Daniella Diaz
Mr. David Espino
Mr. Jeff Nelson
Ms. Yvonne Wu-Craig
Mr. Arun Goyal
Mr. Greg Rees
Ms. Sandi Perry- Rees
Mr. Gregory Correa

REPORT OUT: ACTION TAKEN IN CLOSED SESSION

No action was taken in Closed Session.

PLEDGE TO FLAG

Chabot College Faculty Senate President Mr. Mon Khat and Las Positas College Faculty Senate President Ms. Melissa Korber lead the pledge.

1.6 PUBLIC COMMENTS

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.

Ms. Elexis Mendoza, Mr. David Espino, Mr. George Callaona and Ms. Daniella Diaz thanked the Board for allowing them to attend the DECA Conference in New York City recently. A Thank You card was given to all Trustees.

Mr. Gregory Correa addressed the Board with several of his concerns regarding issues that have not been resolved.

Mr. Greg Rees addressed the Board regarding a recent letter from Interim Chancellor Thomas Fallo.

President Mitzman stated he will be going in for eye surgery; thanked Trustee Gin and presented a gift of appreciation for him having the heart of a friend and being “his eyes” over the past year.

1.7 APPROVE CONSENT ITEMS (cc)

Motion No. 2

Trustee Maduli made a motion, seconded by Trustee Gelles, to approve the Consent Calendar.

Motion carried unanimously, 6-0, with Trustee Vecchiarelli (via Conference Call).

GENERAL FUNCTIONS

3.0 PERSONNEL

- (cc) 3.1 Classified Personnel
- (cc) 3.2 Faculty Personnel
- (cc) 3.3 Management Personnel
- (cc) 3.4 Executive Personnel
- (cc) 3.5 Student Wage Increase

4.0 EDUCATIONAL SERVICES

- (cc) 4.1 Acceptance of a Grant Sub-Agreement between Solano Community College District (SCCD) and Chabot-Las Positas Community College District in support of the “Business and Entrepreneurship Sector Navigator” (SCCD Award No.: 18-151-010), Las Positas College
- (cc) 4.2 Approval to Travel Abroad – International Forensics Associations Tournament to Berlin, Germany, Chabot-Las Positas Community College District, Las Positas College
- (cc) 4.3 Approval of Agreement –Angels Hospice with Chabot-Las Positas Community College District for Nursing and Medical Assisting Health Programs, Chabot and Las Positas College
- (cc) 4.4 Approval of Amendment to the California Department of Education Contract for the California State Preschool Program, Chabot-Las Positas Community College District (Contract No. CSPP-8007: Amendment 01)
- (cc) 4.5 Approval of Agreement with the California Department of Education for the California Early Childhood Mentor Program, and associated subcontracts with Community Colleges, Chabot-Las Positas Community College District, Chabot College
- (cc) 4.6 Approval of Agreement – Tiburcio Vasquez Health Center for the Student Health Center, Chabot College
- (cc) 4.7 Approval of Memorandum of Understanding (MOU) – Umoja Community, Education Foundation of California, Chabot College
- 4.8 Adoption of Resolution No. 03-1819-Authorization to Adopt Vision for Success Goals

5.0 BUSINESS SERVICES

- (cc) 5.1 Approval of Commercial Warrant Registers

- (cc) 5.2 Approval of Declaration of Surplus Property to be Sold at Public Auction Sale and Donation or Disposal of Any Items Not Sold
- (cc) 5.3 Approval of Annual Financial and Budget Report for the Chabot-Las Positas Community College District (CCFS 311A Annual Financial Report for Fiscal Year 2017-18 and Budget Report for Fiscal Year 2018-19)
- (cc) 5.4 Receive and File the Chabot-Las Positas Community College District Annual Financial and Compliance Audit for the Fiscal Year 2017-18
- (cc) 5.5 Approval of Commercial Warrant Registers

6.0 FACILITIES PLANNING AND DEVELOPMENT

- (cc) 6.1 Approval to Issue On-Call Professional Services Agreement with Ninyo & Moore for Geotechnical Observation and Testing Services at Las Positas College
- (cc) 6.2 Approval of Award of Bid No. 19-01, Fire Alarm System Voice Evacuation Upgrade, Chabot College

7.0 ECONOMIC DEVELOPMENT/CONTRACT EDUCATION

8.0 INFORMATION AND DISCUSSION ITEMS (No Action)

- 8.1 Informational Personnel Reports
- 8.2 Review of the 2018-19 First Quarter CCFS 311 Report (311Q)
- 8.3 Acceptance of the Las Positas College Shared Governance Handbook

9.0 OTHER ACTION ITEMS

(No Items)

1.8 PRESENTATION: FINANCIAL AUDIT REPORT 2017-18

Vice Chancellor Mr. Gerhard reported that the Audit Subcommittee met prior to the Board Meeting and reviewed the Audit Report in detail.

VC Gerhard provided a brief introduction of Mr. Jeff Jensen Auditor representing Crowe Horwath, LLP. He reported that the Education Code requires a Financial Audit on an annual basis of the General Fund and Measure A and B.

Mr. Jeff Jensen Auditor representing Crowe Horwath, LLP, reported that it is responsibility to form and express an opinion about whether the financial statements that have been prepared by management are presented fairly, in all material respects, in conformity with accounting principles generally accepted in the United States of America. Mr. Jensen reported that the Financial Audit Report consists of three basic components: Financial Audit in accordance with Government Auditing Standards, State Compliance, and Federal Compliance. He reported that there were no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards. He reported in his opinion, the financial statements referred to present good, in all material respects, the respective financial position of the business-type activities and the fiduciary activities of the Chabot-Las Positas Community College District, as of June 30, 2018 (unmodified

opinion). He stated the District has no findings relating to Internal Controls, No Material Weaknesses or Deficiencies. He added this year the Student Aid Program as well as the Vocational Education were reviewed. He stated the District has had several years with no findings or question costs relating to the Federal Audit or Financial Statements. He stated there was one finding last year regarding SSSP that was implemented in the current year which means the prior year was corrected. He added, there were no audit adjustments which is good news to report overall.

Mr. Jensen stated there were no finding regarding the Bond Reports on Measure A & B from a financial statement or internal control perspective. He stated a performance audit is required on each Measure in compliance with the California Constitution and Proposition 39 which was completed. No findings for Measure A & B.

Mr. Jensen thanked Management and the Business Office; it's been a pleasure working with the District.

VC Gerhard acknowledged Mr. Jensen and his team as well as the colleges for their efforts.

1.9 PRESENTATION: VISION FOR SUCCESS

Ms. Guisselle Nunez, Public Relations and Government Relations Director reviewed the Legal Requirements, Resolution Preparation and Participation. She stated participation from the District and stake holders included Districtwide Shared Governance Committees, College Shared Governance Committees, Directors of Institutional Research and Senior Leadership Team.

Chabot College President Sperling stated the Resolution was forwarded to the three senates for consultation with a key recommendation into the final draft. She stated they embrace the larger goals for the Vision for Success at Chabot College where they are addressing equity gaps that have long been ingrained in their mission. She shared the concerns on some of the metrics purposed for closing historically entrenched equity gaps in the new Funding Formula that are linked to the Vision for Success. Lastly she stated, many factors that cannot be easily resolved that face our students outside their studies cannot be mitigated by a legislative allocation formula tied to a university set of metrics and know the importance of moving forward with robust discussion as they engage the new model.

Las Positas College Interim President Bennie stated their two Institutional Researchers worked together to develop these five year goals. She stated that the Institutional Researchers provided data and trends from the past five years for several categories related to student success, which assisted to understand and support the current metrics in the resolution. She stated the metrics were presented and discussed with the Academic Senate, Classified Senate, Student Government and College Council.

Trustee Maduli had a question regarding meeting the goal of 35% transfers, and what were our current metrics for that category. Ms. Bennie stated their on track at 36%, and added

that they will continue to monitor. Trustee Maduli also asked if both colleges have looked at the metrics for the last five years so we can compare moving forward. Ms. Bennie stated yes. Trustee Maduli confirmed the certification will be going to the State Chancellor's Office on December 15th. Both Ms. Bennie and Ms. Sperling stated yes. Ms. Nunez confirmed December 15, 2018 the certification will go to the State Chancellor's Office and May 20, 2019 a report is required from the Colleges to the State Chancellor's office related to the institutional goal alignment and data.

President Mitzman stated the board appreciates the leadership and collaboration between the colleges and districts to get this work done. Additionally, they appreciate the leadership from the colleges and district to involve as many constituents as you did.

1.10 APPROVAL OF MINUTES OF NOVEMBER 13, 2018 REGULAR MEETING

2.0 REPORTS, FACULTY, CLASSIFIED AND STUDENT SENATES

2.1 PRESIDENTS OF CHABOT AND LAS POSITAS COLLEGES FACULTY SENATES

Las Positas College Academic Senate President, Melissa Korber reported on the following items:

She extended a thank you to college leadership and the Institutional Researchers for their support in the Vision for Success, she added it was a good process with all constituencies.

She stated the senate will meet twice this month. She stated the Distance Education Committee will be bringing items forward to the Senate and the Professional Development Committee brought forward flexibility funding for part time faculty which was also approved by the Academic Senate.

Lastly, she stated yearly they do a divisional challenge to see who can raise the most money through their Academic Senate, the winner gets a scholarship named in there honor.

Chabot College Academic Senate President, Mr. Mon Khat reported on the following items:

He stated the senate has been reviewing the Vision for Success and they agree with the state wide goals to close the equity gap measures that are outstanding. He thanked President Sperling for her guidance in understanding the Trailer Bill.

2.2 PRESIDENTS OF CHABOT AND LAS POSITAS COLLEGES AND DISTRICT CLASSIFIED SENATES

Chabot College Classified, Senate President, Ms. Noell Adams reported on the following:

She piggybacked Ms. Korber by stating, the Vision for Success was a model process, the timeline was communicated to all the senates very early on and they were given ample time to respond. She added, they are in a good place in supporting this resolution.

She stated the Classified Senate's last regularly scheduled meeting in November was canceled due to poor air quality and the campus closure. To make up for lost meeting time, Classified Senate held a brief one-hour meeting today. During today's meeting, Classified Senate voted unanimously to increase their student scholarship spending this year from \$500 to \$1000. There was also a report out from a Chabot College Student Services workgroup that has been exploring how the college could more proactively confer degrees and certificates to students. Classified Senate expressed support for the college to move in this direction as they anticipate it will streamline the awarding process for students and improve our student success metrics.

She stated several members of the Classified Senate have been participating in the College Resource Allocation Model (CRAM) workgroup, which is a subgroup of our college Planning and Resource Allocation Committee (PRAC). The subgroup is chaired by Ms. Heather Hernandez and it's made up of classified professionals, faculty members, and administrators. Its purpose is to evaluate the college's current resource allocation model and make recommendations for improvement by February 2019. So far, the group has met six times this semester and they are on track to meet their goal.

Las Positas College Classified, Senate had no representation at this meeting.

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

Chabot College Student Senate President, Mr. Lorenzo Caballero reported on the following items:

He stated Key Planning Personnel in Facilities at Chabot College and the District Office have been invited to a Special Meeting December 10th. He stated the focus of the meeting will be on Student Dedicated Space and Future Senate Student spaces. He stated a Resolution will be passed at this same meeting regarding parking which they have been working with Las Positas College on during their Unity Retreats.

He reported the tabling has been a success; there is an opportunity for them to advocate for students. He gave a few examples of the students concerns and stated all concerns have been reported to the proper personnel and action is being taken.

Lastly, he stated the next Unity Retreat with Las Positas College is scheduled for December 7, 2019.

Las Positas College Student Senate President, Ms. Lylah Schmedel reported on the following items:

She reported the recent Hunger and Homeless week was a success.

She stated the senate is looking into reprioritizing their goals and setting new ones for the next semester. She added they have three Task Forces and they recently reached maximum capacity for Student Government Senate Members. She stated several things are planned for next semester, one being a Black History Month which they are planning with Ms. Kisha Turner from Umoja. She stated Prep to Pass is scheduled for next week.

Lastly, she asked all Las Positas College constituents if they host a committee or task force please let her know as it is a requirement as a Senator they attend.

GOOD OF THE ORDER

Ms. Rachel Ugale, Chapter President SEIU, reported their Chapter was unable to meet in November due to the air quality. She thanked VC Gerhard for doing a Budget Presentation for their Bargaining Team.

Mr. Dave Fouquet, President of Chabot-Las Positas Faculty Association, stated they had their first bargaining session last week. He expressed concern regarding the process that is going to be employed in Sacramento appointing to the Funding Formula Oversight Committee.

4.8 ADOPTION OF RESOLUTION NO. 03-1819- AUTHORIZATION TO ADOPT VISION FOR SUCCESS GOALS

Motion No. 3

Trustee Maduli made a motion, seconded by Trustee Gin to adopt Resolution 03-1819 Authorization to adopt Vision for Success Goals.

Motion carried by the following roll call vote:

AYES:	Gelles, Gin, Maduli, Mitzman, Randolph, Vecchiarelli (via conference call)
NOES:	NONE
ABSENT:	NONE
ABSTENTIONS:	NONE

OTHER ACTION ITEMS

10.0 REPORTS- SENIOR LEADERSHIP AND TRUSTEES

10.1 PRESIDENT OF CHABOT AND LAS POSITAS COLLEGES

Dr. Susan Sperling, President, Chabot College reported on the following items:

She stated 2018 has been a challenging year in the nation, state, region and across the community college system. She thanked the Shared Governance Leadership for their commitment and accomplishments for college planning at Chabot College. She stated she values a culture of outspokenness and equality.

She acknowledged the work of the Administrative Staff, Faculty and Classified Professionals. She congratulated newly appointed Vice President of Administrative Services Mr. Dale Wagoner.

With excitement she reported the Music Department has been accredited by the National Association of Schools of Music (NASM). She added, Chabot College was one of three institutions accredited this year out of the 189 that applied, and the only community college.

She stated the Early Childhood Lab School has reopened its infant, toddler program.

Lastly, she thanked the Board for approving the agreement for Tiburcio Vasquez Health Center for the Student Health Center.

Ms. Roanna Bennie, Interim President, Las Positas College reported on the following items:

She expressed how grateful she is to everyone for their service and wished everyone a happy holiday.

She stated as a gift to the community of Livermore, the Art and Design Club has painted several murals that she is extremely proud of.

Lastly, she invited everyone to the Annual Christmas Breakfast this Thursday, December 6th.

CHANCELLOR REPORT

Mr. Thomas Fallo recognized VC Wong for receiving a nationwide award from Leadership Education for Asian Pacific's (LEAP). He also recognized, Public Relations Director Ms. Nunez for receiving the District 6's "Rising Star of the Year" award from National Marketing and Public Relations Organization (NCMPR) additionally, the District won two

Marketing Awards from NCMPR. He complimented VC Gerhard on his Audit presentation.

Lastly, he reminded everyone of the importance in maintaining a sense of confidentiality throughout the Chancellor's Search process.

TRUSTEE REPORT AND/OR OFFICIAL COMMUNICATIONS

Student Trustee Mr. Garrett Culbertson, stated the Student Government certified their election results for their constitution revision; which will be brought to the Board for approval.

He stated the student body will be drafting a Resolution with their requests regarding the air quality on campus.

Student Trustee Ms. Juliet Garcia Gutierrez, wished everyone a happy holiday.

Trustee Randolph wished all the students best of luck on their finals and everyone a happy holiday.

Trustee Vecchiarelli stated he is very impressed with both colleges. He added, nothing but great things are happening and sees us being one of the best colleges in the state.

Trustee Maduli stated he was recently on a panel discussion regarding the impact of AB195 at the California Community College (CCLC) Conference. He stated the ballot language has a new requirement that we must now enclose the amount of the Bond, the tax rate and duration.

Trustee Mitzman stated to follow-up to Trustee Maduli's report out on the conference he recently attended, moving forward a summary from everyone that attends a conference is recommended.

Trustee Gelles wished everyone a happy Holiday and he is upset he will be missing Las Positas Colleges Holiday Breakfast.

Trustee Gin wished all the students best of luck on their finals and everyone a happy Holiday. He stated our next meeting is our Organizational meeting, December 17, 2018

ADJOURNMENT

Motion No. 4

Trustee Gin made a motion, seconded by Trustee Gelles to adjourn the meeting at 8:12 p.m.

Motion carried unanimously, 6-0, with Trustee Vecchiarelli (via Conference Call).

NEXT MEETING

The next meeting of the Board is the Organizational Meeting scheduled for December 17, 2018 District.

Minutes prepared by:

Debra Nascimento
Recording Secretary

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