



OFFICIAL COPY
CHABOT-LAS POSITAS
COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES
REGULAR MEETING
November 15, 2011 - 5:00 P.M.*
District Office, 5020 Franklin Dr., Pleasanton CA
Multipurpose Room #120

1.0 GENERAL FUNCTIONS - PRESIDENT OF THE BOARD

1.1 5:00 P.M. -OPEN SESSION-
CALL TO ORDER AND ROLL CALL*

1.2 PUBLIC COMMENTS

The Board requests that the public speak at this time. Any person wishing to address the Board on any Closed Session matter of concern is requested to complete a "Request to Address the Board of Trustees" card and file it with the Recording Secretary of the Board prior to start of the meeting. Individuals will be called upon to speak by the presiding officer. The Board cannot act on or discuss items not listed on the agenda.

1.3 CLOSED SESSION—Personnel, Collective Bargaining and Possible Litigation

- a. Evaluation of Contract Employee (Government Code Section 54957)
- b. Conference with Real Property Negotiators: One (1) Matter, (Government Code Section 54956.8)
- c. Conference with Legal Counsel: Existing Litigation, One (1) Matter, Case No. RG10493193 (Government Code Section 54956.9)
- d. Conference with Labor Negotiators: S.E.I.U., Local 1021 and Chabot-Las Positas Faculty Association Updates (Government Code Section 54957.6)

***Board meeting will immediately adjourn to a Closed Session to end at 6:30 p.m. If business is not concluded by 6:30 p.m., the Board will reconvene to the Regular Meeting and recess the Closed Session until the end of the meeting.**

1.0 GENERAL FUNCTIONS - PRESIDENT OF THE BOARD (continued)

- 1.3 **CLOSED SESSION—Personnel, Collective Bargaining and Possible Litigation (continued)**
- e. Conference with Labor Negotiators: Administrators Contract Concessions (Government Code Section 54957.6)
District Designated Representatives: Joel L. Kinnamon and/or Mary Anne Gularte
Unrepresented Employees: Classified Administrators and Academic Administrators
 - f. Conference with Labor Negotiators: Chancellor, Vice Chancellors, and College Presidents Contract Concessions (Government Code Section 54957.6)
District Designated Representatives: Laura Schulkind and/or Randall Parent
Unrepresented Employees: Chancellor, Vice Chancellors, and College Presidents
 - g. Conference with Legal Counsel: Existing Litigation, One (1) Matter—Petition No. 10-073870 (Government Code Section 54956.9)
 - h. Public Employee(s) Discipline/Dismissal/Release (Government Code Section 54957)
- 1.4 **6:30 P.M. -OPEN SESSION—
CALL TO ORDER AND ROLL CALL**
- 1.5 **PLEDGE TO FLAG**
- 1.6 **PUBLIC COMMENTS**
The Board requests that the public speak at this time. Any person wishing to address the Board on any matter of concern is requested to complete a “Request to Address the Board of Trustees” card and file it with the Recording Secretary of the Board prior to the start of the meeting. Individuals will be called upon to speak by the presiding officer. The Board cannot act on or discuss items not listed on the agenda.
- 1.7 **PRESENTATION: PG&E “SAVINGS BY DESIGN” AWARD FOR ENERGY EFFICIENCY MEASURES ACHIEVED BY THE EARLY CHILDHOOD DEVELOPMENT CENTER PROJECT, LAS POSITAS COLLEGE**

1.0 GENERAL FUNCTIONS - PRESIDENT OF THE BOARD (continued)

- 1.8 **APPROVE CONSENT ITEMS (cc)**
Consent Calendar items are designated by “cc” and are expected to be routine and non-controversial. They will be acted upon by the Board of Trustees on a single motion without discussion. Any member of the Board or Public may request that an item be removed from this section for later discussion.
- (cc) 1.9 Approval of Minutes of October 4, 2011 Study Meeting
- (cc) 1.10 Approval of Minutes of October 18, 2011 Regular Meeting

2.0 REPORTS

- 2.1 Trustee Reports and/or Official Communications
- 2.2 Las Positas College Foundation
- 2.3 Presidents of Faculty Senates—
Chabot College and Las Positas College
- 2.4 Presidents of Classified Senates—
Chabot College, Las Positas College and District
- 2.5 Presidents of Associated Students—
Chabot College and Las Positas College
- 2.6 Presidents of Chabot College and Las Positas College
- 2.7 Chancellor
- 2.8 Recognitions

3.0 PERSONNEL

- 3.1 Student Assistant Personnel (No items)
- (cc) 3.2 Classified Personnel
- 3.3 Faculty Personnel (No items)
- (cc) 3.4 Management Personnel

4.0 EDUCATIONAL SERVICES

- (cc) 4.1 Approval of 2012-13 Curriculum Changes, Chabot College
- (cc) 4.2 Approval of 2011-12 Curriculum Change, Las Positas College
- (cc) 4.3 Approval of Memorandum of Understanding - Support for the Community College Component of the University of California (UC) Science and Mathematics Initiative, CalTeach, Chabot College
- (cc) 4.4 Approval of Memorandum of Understanding – Affiliate Scholar Program Partnership with California State University, East Bay (CSUEB), Chabot College
- (cc) 4.5 Approval to Travel Abroad – International Forensics Association World Tournament to Rome, Italy, Las Positas College
- (cc) 4.6 Approval of 2013-14 Academic Calendar

5.0 BUSINESS SERVICES

- (cc) 5.1 Approval of Commercial Warrant Registers
- (cc) 5.2 Approval of Payroll Warrant Registers
- (cc) 5.3 Approval of Software Agreement Renewal—Sungard Higher Education Banner Enterprise Software, District (Measure B Bond Funds)

6.0 FACILITIES PLANNING AND DEVELOPMENT (No items)**7.0 ECONOMIC DEVELOPMENT/CONTRACT EDUCATION**

- (cc) 7.1 Approval to Renew - County of Contra Costa, Interagency Agreement No. 18-252-1, District-Economic Development

8.0 INFORMATION AND DISCUSSION ITEMS (No action)

- 8.1 Informational Personnel Reports
- 8.2 Acceptance of Quarterly Financial Status Report, CCFS-311Q for Period Ending September 30, 2011

9.0 OTHER ACTION ITEMS

- 9.1 Approval of Agreement Between Chabot-Las Positas Faculty Association and the District

10.0 CLOSED SESSION—(Government Code Section 54954.5)

- 10.1 Personnel
- 10.2 Collective Bargaining
- 10.3 Possible Litigation

11.0 ADJOURNMENT**12.0 NEXT MEETING OF THE BOARD OF TRUSTEES**

December 6, 2011, 6:30 p.m., Organizational/Regular Meeting, District

Any person with a disability may request this agenda be made available in an appropriate alternative format. A request for a disability-related modification or accommodation may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting to the Chancellor's Office, 5020 Franklin Drive, Pleasanton, 925-485-5207, between 8:00 a.m. and 5:00 p.m. at least 48 hours before the meeting.

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

November 15, 2011

Agenda Item: 3.2

Subject: Classified Personnel

Recommended Action: That the Board of Trustees approves the following Classified Personnel.

I. ASSIGNED TO CHABOT

A. Reassignment Pursuant to Reorganization Plan

Bongard, Lora M., from Counselor Assistant I (2CCC02), Range/Step 25/5, \$3,662.08/month, to Admissions and Records Assistant II (2CAR41), Range/Step 31/3, \$3,854.50/month, effective 12/01/11.

Orozco, Mario R., from Admissions and Records Assistant I (3CAR18), Range/Step 27/3, \$3,487.33/month, to Health Science Admissions Specialist (2CAR43), Range/Step 34/1, \$3,758.92/month, effective 12/01/11.

II. ASSIGNED TO LAS POSITAS

B. Employment

Costello-Chevis, Margaret M., Early Childhood Specialist (3CEC02), 100%, 10 months, Range/Step 34/5, \$4,588.83/month, effective 09/29/11.
Employment from 39-month re-employment list.

M Gularte 10 Nov 2011

Submitted: Mary Anne Gularte/Date

Joel L. Kinnamon 11/10/11

Approved: Joel L. Kinnamon/Date

APPROVED

DISAPPROVED

TABLED

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

November 15, 2011

Agenda Item: 3.4

Subject: Management Personnel

Recommended Action: That the Board of Trustees approves the following Management Personnel.

I. ASSIGNED TO CHABOT COLLEGE

A. Administrative Contracts

Contract of Employment – Two Year, July 1, 2012 – June 30, 2014

Railey, George A., Vice President, Academic Services (2AIN04)

Shimada, Gerald A., Dean of Special Programs and Services (2ASP08)

II. ASSIGNED TO LAS POSITAS

A. Employment

Noble, Janice E., Vice President, Academic Services (3AIN05),
Range/Step 21/6, \$154,911/annual, effective 11/16/11

B. Administrative Contracts

Contract of Employment – Two Year, July 1, 2012 – June 30, 2014

Ely, Neal M., Dean, Dean of Academic Services, Division III (3AIN03)

Kratochvil, Robert S., Vice President, Administrative Services (3APR05)

Miller, Dyan R., Dean, Physical Education, Health, Wellness, and Director of
Athletics (3ASW01)

Samra, Rajinder S., Director of Research and Planning (3APR06)

Wodyka, Sylvia R., Dean, Student Services-Enrollment (3AIN10)

III. ASSIGNED TO DISTRICT

A. Administrator Contracts

Contract of Employment – One Year, July 1, 2012 – June 30, 2013

Fisher, Mariann L., Assistant Director, Economic Development and Contract Education (1ADE09) (Grant and/or Revenue-Generation Requirement Funded)

Contract of Employment – Two Year, July 1, 2012 – June 30, 2014

Benetti, Lori A., Manager, Payroll (1AHR04)

Hutchinson, Judy T., District Budget Officer (1ADA14)

Weaver, Laura G, District Executive Director, Public Relations and Governmental Affairs (1ADA19)

M Gularte 11/15/11
Submitted: Mary Anne Gularte/Date

J. L. Kinnamon 11/15/11
Approved: Joel L. Kinnamon/Date

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_____ DISAPPROVED

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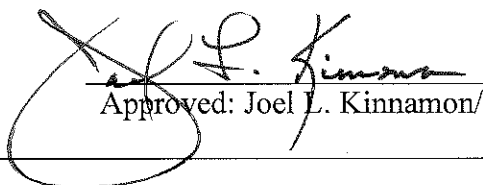
CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

November 15, 2011

Agenda Item: 4.1

Subject: Approval of 2012-13 Curriculum Changes, Chabot College

Recommended Action: That the Board of Trustees approves the 2012-2013 Curriculum Changes proposed by Chabot College.

 11/10/11
Approved: Joel L. Kinnamon/Date

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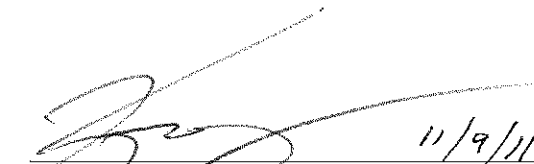
CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

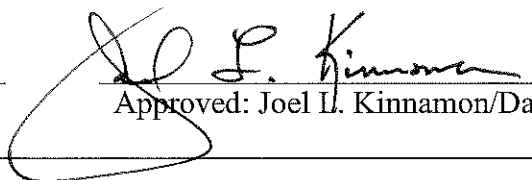
November 15, 2011

Agenda Item: 4.2

Subject: Approval of 2011-12 Curriculum Change, Las Positas College

Recommended Action: That the Board of Trustees approves the proposed new course, Administration of Justice 99.65 — Internal Affairs Investigation, 1.5 units, to be offered in Spring 2012. This special approval is requested to support a State-mandated curriculum change for the Administration of Justice Law Enforcement Academy, offered by the Alameda County Regional Training Center in conjunction with the Las Positas College Administration of Justice Program.


Submitted: Kevin G. Walthers/Date 11/9/11


Approved: Joel L. Kinnamon/Date 11/10/11

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CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

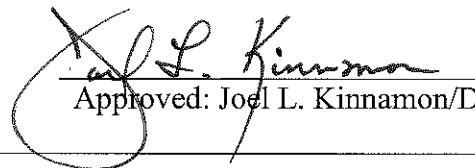
November 15, 2011

Agenda Item: 4.3

Subject: Approval of Memorandum of Understanding for – Support for the Community College Component of the University of California (UC) Science and Mathematics Initiative, CalTeach, Chabot College

Background: Over the past two years, Chabot College has been working with the UC Office of the President to inspire and motivate science and math students to become future high school teachers in science and math. Students in this program will sign up for GNST 11: Exploring Education and do field placements in local K-12 schools as teacher assistants. The funding from this MOU will pay for the administrative costs to support the coordination of student placements in local K-12 school sites, and K-12 faculty mentor stipends.

Recommended Action: That the Board of Trustees approves the proposed Memorandum of Understanding for CalTeach with UC, Chabot College, for the period of September 1, 2011 through December 31, 2011. It is further recommended that the Board authorize the Vice Chancellor, Business Services, to execute the Memorandum of Understanding on behalf of the District.

 11/10/11
Approved: Joel L. Kinnamon/Date

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CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

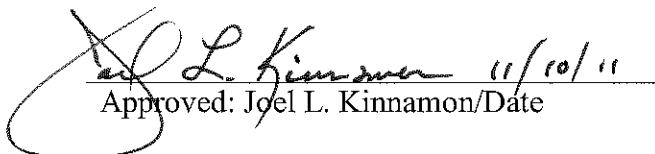
November 15, 2011

Agenda Item: 4.4

Subject: Approval of Memorandum of Understanding for – Affiliate Scholar Program Partnership with Cal State East Bay (CSUEB), Chabot College

Background: Over the past two years, Chabot College has been working with CSUEB to inspire and motivate science and math students to become future high school teachers in science and math. Students in this program will sign up for GNST 11: Exploring Education and do field placements in local K-12 schools as teacher assistants. The funding from this MOU will pay for student stipends and K-12 faculty mentor stipends. In addition, the partnership with CSUEB will provide students with additional training and workshops to support and expose students to current issues in education.

Recommended Action: That the Board of Trustees approves the proposed Memorandum of Understanding for the Affiliate Scholar Program with CSUEB, Chabot College, for the period of October 1, 2011 through June 30, 2012. It is further recommended that the Board authorize the Vice Chancellor, Business Services, to execute the Memorandum of Understanding on behalf of the District.


Approved: Joel L. Kinnamon/Date



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CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

November 15, 2011

Agenda Item: 4.5

Subject: Approval to Travel Abroad—International Forensics Association World
Tournament to Rome, Italy, Las Positas College

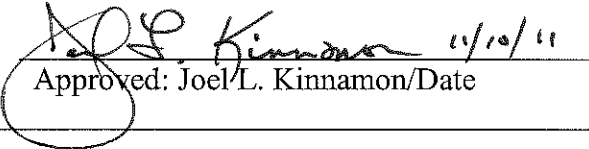
Background: The Las Positas College forensics team, LPC Talk Hawks, has been invited to participate in the International Forensics Association Tournament in Rome, Italy during March 2012. Eight students and two faculty coaches would like to represent the College at the tournament. The purpose of this trip is to expose our students to the highest caliber of competition from both the United States as well as European institutions. This team has the potential to uphold the successful record that the LPC Talk Hawks have maintained throughout the history of the College.

The Talk Hawks have participated in this competition three times in the past: in Montreal, Canada (Agenda 4.4 November 18, 2008), Prague, Czech Republic (Agenda 4.4 February 21, 2006) and Buenos Aires, Argentina (Agenda 4.4 November 14, 2006). In 2006 and 2009 LPC had the International Champion in Informative Speaking. In 2007 LPC finished as the top two-year institution at the tournament. In 2009 LPC finished 2nd Place overall at the competition.

In recognition of LPC's past success at the tournament, Barbara Baron, president of the International Forensics Association, has generously offered to waive the entry and registration fees for our school. She wishes to make it as financially feasible as possible for a school with the competitive caliber of LPC to attend the event.

Board Policies 6216 (Field Trips) and 6217 (Travel Study Program), Administrative Rules and Procedures, and materials from our insurance broker have been reviewed. The District is in compliance with each of these and has secured all necessary and required waivers.

Recommended Action: That the Board of Trustees approves the LPC Talk Hawks travel abroad for the International Forensics Association Tournament to Rome, Italy, during March 2012. It is further recommended that the Board authorize the Vice Chancellor, Business Services to execute the appropriate documents pertaining to this event on behalf of the District.


Approved: Joel L. Kinnamon/Date 11/15/11

APPROVED

DISAPPROVED

TABLED

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

November 15, 2011

Agenda Item: 4.6

Subject: Approval of 2013-2014 Academic Calendar

Recommended Action: That the Board of Trustees approves the 2013-2014 Academic Calendar.

M Gularte 10 Nov 2011
Submitted: Mary Anne Gularte/Date

J. L. Kinnamon 11/10/11
Approved: Jøel L. Kinnamon/Date

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CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

November 15, 2011

Agenda Item: 5.1

Subject: Approval of Commercial Warrant Registers

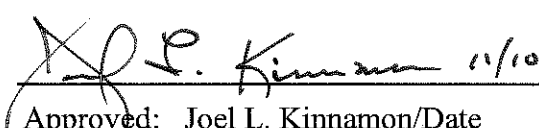
Recommended Action: That the Board of Trustees approves the following Commercial Warrant Registers as indicated.

<u>Date</u>	<u>Register Pages</u>	<u>Warrant Numbers</u>	<u>Amount</u>
10/3/2011	204 - 209	057036 - 057143	\$ 567,237.62
		Commercial Warrants	
	210 - 211	057144 - 057160	1,164,937.19
		Commercial Warrants	
212 - 213	057161 - 057162	239,666.52	
	Commercial Warrants		
	214	030724	(236,718.61)
10/7/2011	215 - 223	057163 - 057338	436,323.04
		Commercial Warrants	
	224 - 225	057339	1,390.63
		Commercial Warrants	
	226 - 228	057340 - 057379	194,057.83
Commercial Warrants			
229 - 237	057380 - 057591	38,395.40	
	Commercial Warrants		
10/14/2011	238 - 242	057592 - 057679	1,236,019.61
		Commercial Warrants	
	243 - 244	057680	2,863.03
		Commercial Warrants	

Agenda Item: 5.1
 November 15, 2011
 Page 2

<u>Date</u>	<u>Register Pages</u>	<u>Warrant Numbers</u>	<u>Amount</u>
10/14/2011	245 - 246	057681 - 057704 Commercial Warrants	\$ 1,134,820.47
	247 - 248	057705 - 057706 Commercial Warrants	173,080.26
10/21/2011	249 - 255	057707 - 057858 Commercial Warrants	135,190.01
	256 - 257	057859 Commercial Warrants	1,824.79
	258 - 260	057860 - 057899 Commercial Warrants	2,217,201.39
	261 - 262	057900 Commercial Warrants	979.38
	263	125838, 030629, 031124 Cancelled Warrants	(431.92)
TOTAL			<u>\$ 7,306,836.64</u>

 11/10/11
 Submitted: Lorenzo Legaspi/Date

 11/10/11
 Approved: Joel L. Kinnamon/Date

APPROVED DISAPPROVED TABLED

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

November 15, 2011

Agenda Item: 5.2

Subject: Approval of Payroll Warrant Registers

Recommended Action: That the Board of Trustees approves the following Payroll Warrant register as indicated:

Regular Monthly Payroll:

October Payroll Warrant Total = \$4,156,223.34

 11/10/11
Submitted: Lorenzo Legaspi / Date

 11/10/11
Approved: Joel L. Kinnamon / Date

APPROVED DISAPPROVED TABLED

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

November 15, 2011

Agenda Item: 5.3

Subject: Approval of Software Agreement Renewal—Sungard Higher Education Banner Enterprise Software, District

Background: The Chabot-Las Positas Community College District operates the Sungard Higher Education Banner System to provide district-wide enterprise services to support students, faculty, and staff through the use of the comprehensive Banner modules for Student Services, Financial Aid, Business Services, Human Resources and Payroll. Over the years, CLPCCD has gradually transitioned from the client services environment to the Web-based architecture for the Banner services and now to the future direction of Mobile Applications. As new Banner software modules became available, the District reviewed these new functions periodically to determine if these new features align with its Strategic Plan to automate manual or inefficient systems for achieving improved productivity. The District purchased additional Banner modules using Measure B Bond funds. As a result, the District is well positioned with the Banner modules necessary to meet our District ITS Strategic Goals over the next several years. In addition, CLPCCD has installed third party products that interface with Banner using local customizations.

As the District continues to find new alternatives for cost savings in light of the current State budget situation, all software and hardware maintenance contracts that are funded by the District were evaluated and vendors were contacted to determine what multi-year options were available. Hardware and software products that meet the Bond criteria are purchased with Measure B funds. Included with the initial hardware and software purchases is maintenance for a specified period which varies depending on the vendor. With the current economic situation, vendors are more open to extending longer term maintenance agreements to their customers, which lock in the maintenance costs at pricing that provides significant savings to the customer by avoiding the yearly increases which can vary year to year. The District Data Center resides in the Information Technology (IT) Building at Las Positas College which was Measure B funded and all hardware and software supporting the District Enterprise Systems is an integral part of that IT Building. All the Enterprise servers used to support the enterprise software is maintained under a centralized network infrastructure within the IT Building, all of which was Bond funded. Therefore, all equipment within the District Data Center and software residing on that equipment was reviewed for multi-year maintenance contracts.

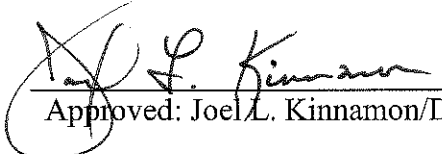
As part of the cumulative IT cost savings made as a result of the State budget reductions, CLPCCD negotiated a new multi-year software maintenance agreement with Sungard Higher Education for the Banner base modules which support the Student, Financial Aid, Finance, Human Resources, and Payroll functions throughout the district. The base modules include the Internet Native Banner (INB) client portions of the Banner system as well as the Self-Service

web-based portions of the Banner system, both of which are used throughout all departments at the colleges and district. The Self-Service portion of the system is known as CLASS-Web at Chabot-Las Positas and is heavily utilized by students, faculty, and staff. The new multi-year agreement establishes a guaranteed discount based on the current year pricing with a minimum 4% rate of increase per year that has a compounded effect. This is in contrast to the standard contracts, which were in effect previously and had no limit and varied from 10% or greater dependent on the year. Therefore, the new multi-year agreement provides substantial reduction in annual percentage increases, thus significantly reducing overall maintenance costs for the district over the 4-year period. The costs for a 4-year agreement to support all the Banner Base modules that provide the INB and Self-Service functionality totals \$724,825. This new software agreement covers the 4-year period from December 1, 2011 through November 30, 2015. This 4-year agreement is equivalent to an average of \$181,000 per year, which is a minimum estimated savings of \$120,000 over the term of the contract.

Recommended Action: That the Board of Trustees approves the proposed software agreement renewal with Sungard Higher Education for software maintenance for Banner Base modules that includes INB and Self-Service features at a cost of \$724,825 for a period of four years. It is further recommended that the Board authorize the Vice Chancellor, Business Services, to execute the agreement on behalf of the District.

Funding: Measure B Bond Funds

 11/10/11
Submitted: Lorenzo Legaspi/Date

 11/10/11
Approved: Joel L. Kinnamon/Date

APPROVED DISAPPROVED TABLED

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

November 15, 2011

Agenda Item: 7.1


Subject: Approval to Renew - County of Contra Costa, Interagency Agreement No. 18-252-1, District-Economic Development

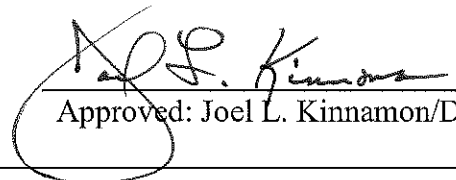
Background: Contra Costa County's Employment and Human Services Department has contracted with Chabot-Las Positas Community College District's Economic Development department to provide assessment services for job seekers in that county since July 2010. The County has requested that we continue to provide these services for the 2011-12 fiscal year.

As with the previous agreement (Item 7.3 on July 20, 2010), District's Economic Development Department will be working with Contra Costa's Workforce Development Board to provide programs related workforce development, including those of their One Stop Career Centers. District is contracting with Contra Costa County to provide assessment proctoring services to job seekers and training and technical assistance to both the One Stop Career Center and Workforce Development Board staff. Additionally, District will work with small business community to educate them about assessment tools, gather career and skills data, and deliver training workshops throughout Contra Costa County.

The agreement states that Contra Costa County will pay the District up to \$176,000.00 for assessment and training services provided. This contract has a term of twelve months (July 1, 2011 to June 30, 2012).

Recommended Action: That the Board of Trustees approves the renewal of County of Contra Costa Interagency Agreement No. 18-252-1, District – Economic Development for the period July 1, 2011 through June 30, 2012, in the amount of \$176,000.00. It is further recommended that the Board authorize the Vice Chancellor, Business Services, to execute the standard contract on behalf of the District.

 11/10/11
Submitted: Julia A. Dozier/Date

 11/10/11
Approved: Joel L. Kinnamon/Date

APPROVED

DISAPPROVED

TABLED

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

November 15, 2011

Agenda Item: 9.1

Subject: Approval of Agreement Between the Chabot-Las Positas Faculty Association and the District

Recommended Action: That the Board of Trustees approves the agreement between the Chabot-Las Positas Faculty Association and the District for the period January 1, 2012, through December 31, 2014. It is further recommended that the Board authorize the Chancellor to execute this agreement on behalf of the District.

M Gularte 10 Nov 2011

Submitted: Mary Anne Gularte/Date

Joel L. Kinnamon 11/10/11

Approved: Joel L. Kinnamon/Date

APPROVED

DISAPPROVED

TABLED