



# OFFICIAL COPY

## CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

### BOARD OF TRUSTEES REGULAR MEETING

October 21, 2014—4:30 P.M.

Chabot College, 25555 Hesperian Blvd., Hayward, CA  
Board Room, Building 200

#### 1.0 GENERAL FUNCTIONS—PRESIDENT OF THE BOARD

##### 1.1 4:30 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. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION:**  
Title: Chancellor (Government Code Section 54957)
- b. **CONFERENCE WITH LABOR NEGOTIATORS:** Chabot-Las Positas Faculty Association and S.E.I.U., Local 1021 Updates (Government Code Section 54957.6)
- c. **COMPLAINTS OR CHARGES AGAINST A DISTRICT EMPLOYEE** (Government Code Section 54957)
- d. **CONFERENCE WITH REAL PROPERTY NEGOTIATORS:**  
One (1) Matter: 5020 Franklin Dr., Pleasanton, CA (Government Code Section 54956.8)
- e. **CONFERENCE WITH LEGAL COUNSEL: POSSIBLE LITIGATION** – One (1) Matter (Government Code Section 54956.9)

**\*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)**

1.4 **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 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 **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) 1.8 Approval of Minutes of September 16, 2014 Meeting

1.9 **PRESENTATION: GRANTS UPDATE**

- a. **Chabot College**
- b. **Las Positas College**
- c. **District-Economic Development and Contract Education**

**2.0 PERSONNEL**

- (cc) 2.1 Classified Personnel  
(cc) 2.2 Management Personnel

**3.0 EDUCATIONAL SERVICES**

- (cc) 3.1 Acceptance of Gifts, Las Positas College  
(cc) 3.2 Approval of Curriculum Changes, Chabot College  
(cc) 3.3 Approval of Renewal of Memorandum of Understanding (MOU) – California State University East Bay (CSUEB), Hayward Unified School District (HUSD), Chabot College

**4.0 BUSINESS SERVICES**

- (cc) 4.1 Approval of Commercial Warrant Registers
- (cc) 4.2 Approval of Payroll Warrant Registers
- (cc) 4.3 Approval of Declaration of Surplus Property to be Sold at Private Sale and Donation or Disposal of Any Items Not Sold
- (cc) 4.4 Approval of Award of a Piggyback Contract for Furniture and Equipment for Las Positas College, Library, Building 2000 Using the CollegeBuys Purchasing Program (Measure B Bond Funds)
- (cc) 4.5 Approval of a Memorandum of Understanding – California Career Pathway Trust Partnership Agreement with the Chabot-Las Positas Community College District, Las Positas College; and the Contra Costa County Office of Education

**5.0 FACILITIES PLANNING AND DEVELOPMENT**

- (cc) 5.1 Approval of Contract Modification to the Existing Design Contract with Noll and Tam Architects for Building 2000, Library Renovation, Las Positas College (Measure B Bond Funds)
- (cc) 5.2 Approval of Contract for Division of State Architect (DSA) Inspector of Record (IOR) with Nor Cal Inspection for DSA Inspection Services for Building 100, Chabot College (Measure B Bond Funds)

**6.0 ECONOMIC DEVELOPMENT/CONTRACT EDUCATION**

(No Items)

**7.0 INFORMATION AND DISCUSSION ITEMS (No action)**

- 7.1 Informational Personnel Reports
- 7.2 Acceptance of 2013-14 Annual Distance Education Report, Chabot College
- 7.3 Acceptance of 2013-14 Annual Distance Education Report, Las Positas College

**8.0 OTHER ACTION ITEMS**

(No Items)

**9.0 REPORTS**

- 9.1 Presidents of Faculty Senates-Chabot College and Las Positas College
- 9.2 Presidents of Classified Senates-Chabot College, Las Positas College and District
- 9.3 Presidents of Student Senate of Chabot College and Associated Students of Las Positas College
- 9.4 Presidents of Chabot College and Las Positas College
- 9.5 Chancellor
- 9.6 Recognitions
- 9.7 Trustee Reports and/or Official Communications

**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**

November 18, 2014, 6:30 p.m., District Office (Regular Meeting)

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, 7600 Dublin Blvd., Third Floor, Dublin, 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

October 21, 2014

Agenda Item: 2.1  
Subject: Classified Personnel

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

I. ASSIGNED TO CHABOT COLLEGE

A. Employment

Roseby, Osibisa D., Counselor Assistant II – Hayward Promise Neighborhood (2CDS06), 100%, 12 months/year, Range/Step 34/1, \$45,107/annual, effective 10/22/14. (Position is funded by the Hayward Promise Neighborhood Grant and therefore subject to continued renewal.)

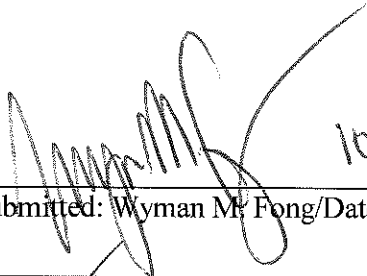
II. ASSIGNED TO LAS POSITAS COLLEGE

A. Employment

Cook, Joseph J., Security Officer (3CSE13), 60%, 12 months/year, Range/Step 37/1, \$29,156.40/annual, effective 10/22/14.

B. Reclassification

Cardin, Peter R., from Library Technician I (3CLR15), 100%, 10 months/year, Range/Step 31/5, \$42,546.63/annual, to Library Technician II (3CLR28), 100%, 10 months/year, Range/Step 34/5, \$45,888.30/annual, effective 7/1/14. The union has been consulted and concurs with this action.

  
Submitted: Wyman M. Fong/Date

  
Approved: Jannett N. Jackson/Date



APPROVED

DISAPPROVED

TABLED

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

October 21, 2014

Agenda Item: 2.2

Subject: Management Personnel

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

I. ASSIGNED TO CHABOT COLLEGE

A. Interim Administrative Employment

Craig, Yvonne W., Interim Director of Grants (2AMA02), Range/Step 15/2, \$87,488/annual, effective 1/1/15 to 6/30/15, or when position is filled, whichever is less.

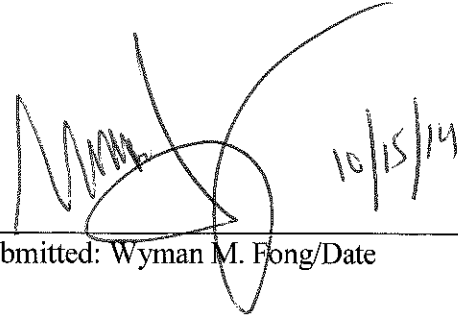
Wilson, Jeanne D., Interim Dean, Special Programs and Services (2ASP08), Range/Step 19/2, \$116,818/annual, effective 1/1/15 to 6/30/15, or when position is filled, whichever is less.

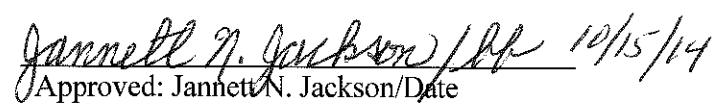
II. ASSIGNED TO DISTRICT SERVICES

A. New Administrative Contract

Contract of Employment – October 22, 2014 – June 30, 2016

Esteller, Karen B., District Budget Officer (1ADA14), Range/Step 14/1, \$78,598/annual.

  
Submitted: Wyman M. Fong/Date

  
Approved: Jannett N. Jackson/Date

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CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

October 21, 2014

Agenda Item: 3.1

Subject: Acceptance of Gifts - Las Positas College

Recommended Action: That the Board of Trustees accepts the following proposed gifts at Las Positas College by students in the following programs:

Automotive Technology Program

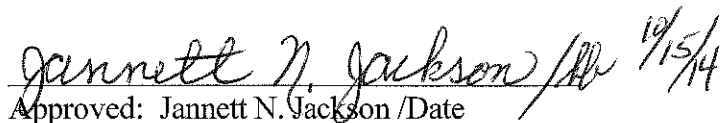
- 1 Automotive Engine Stand in new condition valued at \$85.00 by the donor Mr. Chris Ironside.
- 1 350 Cubic Inch Buick "Nailhead" V8 Engine in used condition valued at \$250.00 by the donor Mr. David Rabello.

Fire Science Technology Program

- 34 Self Contained Breathing Apparatus (SCBA) in good condition.
- 10 Self Contained Breathing Apparatus (SCBA) in needs of repair.
- 37 Interspiro Masks.
- 155 Interspiro 30-Minute Self Contained Breathing Apparatus (SCBA) Cylinders.
- 20 Cylinders tagged for repair

Estimated value at \$38, 240 by the donor San Ramon Valley Fire Protection District.

It is further recommended that the Board authorize the Vice Chancellor, Business Services, to execute the Agreement on behalf of the District.

  
Approved: Jannett N. Jackson /Date 10/15/14

APPROVED

DISAPPROVED

TABLED

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

October 21, 2014

Agenda Item: 3.2

Subject: Approval of Curriculum Changes, Chabot College

Recommended Action: That the Board of Trustees approves the Curriculum Changes proposed by Chabot College for the Academic Year 2014-2015.

*Jannett N. Jackson / 10/15/14*  
Approved: Jannett N. Jackson/Date

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APPROVED                       DISAPPROVED                       TABLED



CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

October 21, 2014

Agenda Item: 3.3

Subject: Approval of Renewal of Memorandum of Understanding (MOU) - California State University East Bay (CSUEB), Hayward Unified School District (HUSD), Chabot College

Background: CSUEB and HUSD have received a grant from the Kellogg Foundation to implement best practices in Early Childhood Education and obtain work as preschool educators. The project is the visionary solution to the problem of uninformed parent/family volunteer participation in the school district's subsidized preschool classrooms.

Chabot College Early Childhood Development has been requested to provide the Early Childhood Development (ECD) courses for parents of children enrolled in Hayward Unified School District. Chabot will provide the faculty and courses/credit; HUSD will provide the facility and CSUEB will provide all funding for this grant project. The courses will be offered from September through December 2014.

Previous funding for this project was approved in the amount of \$20,300 for the period beginning March 2014 to June 30, 2014, Board Agenda Item 3.2, April 1, 2014.

Recommended Action: That the Board of Trustees approves the proposed Renewal of Memorandum of Understanding (MOU) between California State University East Bay (CSUEB), Hayward Unified School District (HUSD), Chabot College in the amount of \$24,800 for the period of September 1, 2014 to December 23, 2014. It is further recommended that the Board authorize the Vice Chancellor, Business Services, to execute the MOU on behalf of the District.

*Jannett N. Jackson/jbb* 10/15/14  
Approved: Jannett N. Jackson/Date

APPROVED       DISAPPROVED       TABLED

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

October 21, 2014

Agenda Item: 4.1

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>
9/2/2014	153 - 163	441655 - 441895 Commercial Warrants	\$ 1,044,646.07
	164 - 165	441896 Commercial Warrants	107.70
	166 - 167	441897 - 441922 Commercial Warrants	318,458.34
	168 - 169	441923 - 441924 Commercial Warrants	9,000.00
	170 - 171	441925 - 441927 Commercial Warrants	244,120.25
	172 - 173	441326, 441633 Cancelled Warrants	(3,003.27)
	9/5/2014	174 - 178	441928 - 442015 Commercial Warrants
179 - 180		442016 Commercial Warrants	600.00
181 - 182		442017 - 442025 Commercial Warrants	386,432.95
183 - 192		442026 - 442268 Commercial Warrants	57,569.57
9/12/2014	193 - 202	442269 - 442500	363,693.44
		451501 - 451505 Commercial Warrants	

<u>Date</u>	<u>Register Pages</u>	<u>Warrant Numbers</u>		
9/12/2014	203 - 204	451506 - 451507	\$	2,057.80
		Commercial Warrants		
	205 - 206	451508 - 451509		6,205.00
		Commercial Warrants		
	207 - 208	451510 - 451529		223,191.18
		Commercial Warrants		
	209 - 210	451530		9,570.39
		Commercial Warrants		
	211	388860		(990.00)
		Canceled Warrant		
9/19/2014	212 - 218	451531 - 451673		754,410.26
		Commercial Warrants		
	219 - 220	451674		815.08
		Commercial Warrants		
	221 - 222	451675		4,576.00
		Commercial Warrants		
	223 - 224	451676 - 461698		625,902.05
		Commercial Warrants		
	225 - 226	451699 - 451701		165,229.40
		Commercial Warrants		
9/30/2014	M-32	00003262 - 00003266		666,242.63
		Manual Warrants		

TOTAL \$ 5,243,135.42

*Lorenzo Legaspi* 10.15.14  
 Submitted: Lorenzo Legaspi/Date

*Jannett N. Jackson* 10/15/14  
 Approved: Jannett N. Jackson/Date

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APPROVED  DISAPPROVED  TABLED

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

October 21, 2014

Agenda Item: 4.2

Subject: Approval of Payroll Warrant Registers

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

Regular Monthly Payroll:

August Payroll Warrant Total = \$4,081,561.60

L. Legaspi 10.15.14  
Submitted: Lorenzo Legaspi / Date

Jannett N. Jackson / 10/15/14  
Approved: Jannett N. Jackson / Date

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APPROVED  DISAPPROVED  TABLED

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

October 21, 2014

Agenda Item: 4.3

Subject: Approval of Declaration of Surplus Property to be Sold at Private Sale and Donation or Disposal of Any Items Not Sold

Background: The District will dispose of personal property that is surplus to the instructional or administrative needs of the District. In this case, the current listing includes computer and electronic equipment, furniture surplus from Chabot College and Las Positas College. When saleable, items will be sold to employees or at auction to the highest bidder. All items are sold or donated in "as is" condition. As standard procedure, notices are sent to the following Districts in our local service area:

- Pleasanton USD
- Dublin USD
- Livermore Valley Joint USD
- Hayward USD
- San Leandro USD
- San Lorenzo USD
- Castro Valley USD
- Newark USD

Any remaining items that cannot be sold or donated will be marked for proper disposal.

Recommended Action: That the Board of Trustees approves the proposed items surplus to the needs of the District and that the Chancellor be authorized to dispose of the same via private sale in accordance with Board Policy 3212 and that the funds derived from the sale be placed in the General Fund of the District. Further, any items that are not sold by private sale be donated to charitable organizations or disposed of by District staff in accordance with California Education Code Section 81452.

*Lorenzo Legaspi* 10-15-14  
Submitted: Lorenzo Legaspi/Date

*Jannett N. Jackson* 10/15/14  
Approved: Jannett N. Jackson /Date

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APPROVED                       DISAPPROVED                       TABLED

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

October 21, 2014

Agenda Item: 4.4

Subject: Approval of Award of a Piggyback Contract for Furniture and Equipment for Las Positas College, Library, Building 2000 Using the CollegeBuys Purchasing Program

Background: District Staff is preparing for the purchase, delivery and installation of furniture for Las Positas College, Library, Building 2000. To make the purchase of most of the required furniture items, the piggyback contracting method has been selected. Public Contract Code Section 20652 authorizes the use of this method when it is in the best interest of the District.

The CollegeBuys Purchasing Program is a cooperative purchasing program made available by the Foundation for California Community Colleges. The CollegeBuys contract planned for this use is the furniture contract with Krueger International, Inc. This piggybackable contract utilizes a previously conducted bidding process and contract award of the San Mateo Community College District.

Recommended Action: That the Board of Trustees approves the award of a piggyback contract for furniture & equipment for Las Positas College, Library, Building 2000 using the CollegeBuys Purchasing Program, to Krueger International, Inc. of Green Bay, Wisconsin, in the respective amounts including taxes, not to exceed \$344,049.55. It is further recommended that the Board authorize the Vice Chancellor, Business Services to execute the purchase order on behalf of the District.

Funding Source: Measure B Bond Funds

L. Legaspi 10.15.14  
Submitted: Lorenzo Legaspi/Date

J. N. Jackson 10/15/14  
Approved: Jannett N. Jackson/Date

APPROVED

DISAPPROVED

TABLED

## CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

October 21, 2014

Agenda Item: 4.5

Subject: Approval of a Memorandum of Understanding – California Career Pathway Trust Partnership Agreement with the Chabot-Las Positas Community College District, Las Positas College; and the Contra Costa County Office of Education

Background: This Memorandum of Understanding (MOU) outlines the California Career Pathways Trust (CCPT) grant objectives and activities specific to the CCPT partners. Las Positas College is entering into an agreement with the Contra Costa County Office of Education, the lead agent for the grant. The agreement is part of a California Department of Education CCPT grant that the Contra Costa County Office of Education received in July 1, 2014.

The Diablo Gateways to Innovation CCPT application responded to regional economic priorities and the CCPT RFA mandate to build robust partnerships between employers, schools, and community colleges, in order to better prepare students for the 21st century workplace; and improve student transition into postsecondary education, training, and employment. The Diablo Gateways to Innovation Consortium's application proposed a collaboration between colleges, K12 school districts, and industry on deep pathway design that will identify relevant technical skills, course sequences, early career advising and matriculation, assessment, enhanced student support, career readiness training, and development of a regional system for linking employers to the classroom and student experience through a continuum of work-based learning opportunities. The priority pathways identified in the Diablo Gateways to Innovation application include health sciences, advanced manufacturing/engineering, and information and computer technologies.

Funds pay for implementing CCPT activities that include direct support for pathway development and implementation, technical assistance and professional development to enhance pathway programming, assistance in the compliance with data sharing and evaluation to build a self-sustaining regional network for evaluation pathway programs, and support to help build targeted support services and structures that enhance student achievement.

Las Positas College's obligations as per the MOU include: 1) Increase the number of students with access to standards-based academic curricula integrated with career-relevant sequenced curricula aligned with high-skill, high-wage, high-growth jobs in our region; 2) Increase the connectivity between employers and the classroom through a developmentally appropriate sequence of work based learning activities that increase in depth and complexity through the student's academic career; and 3) Build internal and collaborative

support and transitions for students to help them move in a direct path from secondary to post-secondary enrollment.

Las Positas College agrees to implement the strategies and solutions it has committed to as outlined in the agreement. Total funding for the three years is \$408,000 as follows: Year One (2014-15): \$204,000; Year Two (2015-16): \$142,800; Year Three (2016-17): \$61,200. The effective date of this agreement is July 1, 2014 and remains in effect until it terminates on June 30, 2019.

Recommended Action: That the Board of Trustees approves the proposed MOU for the California Career Pathway Trust Partnership Agreement with the Contra Costa County Office of Education in the amount of \$408,000 for the period of July 1, 2014 through June 30, 2019. It is further recommended that the Board authorize the Vice Chancellor, Business Services, to execute the MOU on behalf of the District.

 10.15.14  
Submitted: Lorenzo Legaspi/Date

 10/15/14  
Approved: Jannett N. Jackson/Date

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CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

October 21, 2014

Agenda Item: 5.1

Subject: Approval of Contract Modification to the Existing Design Contract with Noll and Tam Architects for Building 2000, Library Renovation, Las Positas College

Background: On August 20, 2013 the Board of Trustees approved the contract with Noll and Tam Architects to design the Library Building 2000 at Las Positas College. Additional design services to include swing space at Building 700, re-bidding services, design and services for DSA approval of structural changes.

Current Approved Contract Amount	\$ 350,000
<u>Modification</u>	<u>\$ 16,677</u>
New Design Contract Amount	\$ 366,677

Recommended Action: That the Board of Trustees approves the proposed Contract Modification to the Existing Design Contract with Noll and Tam Architects for Building 2000, Library Renovation at Las Positas College in an amount not to exceed \$16,677. It is further recommended that the Board authorize the Vice Chancellor, Business Services, to execute the modification on behalf of the District.

Funding Source: Measure B Bond Funds

L. Legaspi 10.15.14  
Submitted: Lorenzo Legaspi/Date

Jannett N. Jackson 10/15/14  
Approved: Jannett N. Jackson/Date

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APPROVED                       DISAPPROVED                       TABLED

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

October 21, 2014

Agenda Item: 5.2

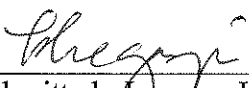
Subject: Approval of Contract for Division of State Architect (DSA) Inspector of Record (IOR) with Nor Cal Inspection for DSA Inspection Services for Building 100, Chabot College

Background: In order to insure availability of qualified DSA Inspectors of Record (IOR), the District issued RFQ E-O8 on August 6, 2007. Respondents to RFQ E-O8 who were deemed qualified through the evaluation process were so notified and informed they would receive requests to submit resumes for individual projects as required.

A committee reviewed and ranked the resumes submitted for projects at Chabot College. Based upon the interview and past experience with District projects, Nor Cal Inspection was selected as the most qualified to provide Division of State Architect inspection services for this project.

Recommended Action: That the Board of Trustees approves the proposed Contract for Division of State Architect (DSA) Inspector of Record (IOR) with Nor Cal Inspection of Concord, CA for DSA Inspection Services at Chabot College for Building 100 in an amount not to exceed \$72,250.00. It is further recommended that the Board authorize the Vice Chancellor, Business Services, to execute the contracts and any future augmentations or amendments to the contract on behalf of the District.

Funding Source: Measure B Bond Funds

 10.15.14  
Submitted: Lorenzo Legaspi/Date

 10/15/14  
Approved: Jannett N. Jackson/Date

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APPROVED                       DISAPPROVED                       TABLED