



OFFICIAL COPY
CHABOT-LAS POSITAS
COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES
REGULAR MEETING
July 21, 2015 - 5:00 P.M.

District Office, 7600 Dublin Blvd., Dublin, CA
Board Room, 3rd Floor

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. PUBLIC EMPLOYEE PERFORMANCE EVALUATION:
Title: Chancellor (Government Code Section 54957)

1.4 6:30 P.M.—OPEN SESSION -
CALL TO ORDER AND ROLL CALL

1.5 PLEDGE TO FLAG

***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)**1.6 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 March 3, 2015 Board Retreat
- (cc) 1.9 Approval of Minutes of April 7, 2015 Study Meeting
- (cc) 1.10 Approval of Minutes of June 16, 2015 Regular Meeting

1.11 PRESENTATION: ENROLLMENT MANAGEMENT**2.0 REPORTS –FACULTY, CLASSIFIED AND STUDENT SENATES**

- 2.1 Presidents of Faculty Senates-Chabot College and Las Positas College
- 2.2 Presidents of Classified Senates-Chabot College, Las Positas College and District
- 2.3 Presidents of Student Senate of Chabot College and Associated Students of Las Positas College

3.0 PERSONNEL

- (cc) 3.1 Classified Personnel
- (cc) 3.2 Faculty Personnel
- (cc) 3.3 Management Personnel

4.0 EDUCATIONAL SERVICES

- (cc) 4.1 Approval of Grant Contract Renewal – Alameda County Social Services Agency, Children and Family Services Parent Resources for Information, Development and Education Training (PRIDE) Program, Chabot and Las Positas Colleges
- (cc) 4.2 Approval of Contract Award Renewal – Alameda County Social Services Agency Community Action to Reach Out to Infants (CARI) Program, Chabot College

5.0 BUSINESS SERVICES

- (cc) 5.1 Approval of Commercial Warrant Registers
- (cc) 5.2 Approval of Payroll Warrant Registers

6.0 FACILITIES PLANNING AND DEVELOPMENT

- (cc) 6.1 Authorization to File Notice of Completion with the Alameda County Clerk Recorder's Office for the Library Renovation Project, Las Positas College (Measure B Bond Funds)

7.0 ECONOMIC DEVELOPMENT/CONTRACT EDUCATION

(No Items)

8.0 INFORMATION AND DISCUSSION ITEMS (No action)

- 8.1 Informational Personnel Reports
- 8.2 First Reading: Governing Board Policies – Chapter 2000: Board of Trustees
BP 2610 Presentation of Initial Collective Bargaining Proposals
- 8.3 First Reading: Governing Board Policies – Chapter 3000: General Institution
BP 3050 Institutional Code of Ethics
BP 3550 Drug Free Environment and Drug Prevention Program
BP 3560 Alcoholic Beverages
BP 3720 Computer and Network Use
BP 3900 Speech: Time, Place, and Manner
- 8.4 First Reading: Governing Board Policies – Chapter 7000: Human Resources
BP 7120 Recruitment and Selection
BP 7130 Compensation
BP 7140 Collective Bargaining
BP 7150 Evaluation
BP 7160 Professional Development
BP 7216 Academic Employees: Grievance Procedure for Contract Decisions
BP 7230 Classified Employees
BP 7232 Classification and Reclassification Review
BP 7245 Confidential and Supervisory Employee Complaints
BP 7250 Educational Administrators
BP 7260 Classified Administrators
BP 7265 Management Personnel Complaints
BP 7270 Student Workers
BP 7360 Discipline and Dismissal: Academic Employees
BP 7365 Discipline and Dismissal: Classified Employees

8.0 INFORMATION AND DISCUSSION ITEMS (No action) (continued)

- BP 7380 Retiree Health Benefits
- BP 7800 Faculty, Managers, Trustees, and Staff Emeriti
- 8.5 First Reading: Administrative Procedure – Chapter 2000: Board of Trustees
- AP 2610 Presentation of Initial Collective Bargaining Proposals
- 8.6 First Reading: Administrative Procedures – Chapter 3000: General Institution
- AP 3050 Institutional Code of Ethics
- AP 3435 Discrimination and Harassment Complaint Procedures
- 8.7 First Reading: Administrative Procedures – Chapter 7000: Human Resources
- AP 7120 Recruitment and Selection
- AP 7150 Evaluation
- AP 7160 Professional Development
- AP 7232 Classification and Reclassification Review
- AP 7234 Overtime
- 8.8 P-Card Process Update

9.0 OTHER ACTION

- (cc) 9.1 Approval of Chabot College and Las Positas College Accreditation Reports
- (cc) 9.2 Adoption of Governing Board Policies – Chapter 7000: Human Resources
 - BP 7210 Academic Employees (Faculty Members)
 - BP 7240 Confidential Employees
 - BP 7330 Communicable Disease
 - BP 7335 Health Examinations
 - BP 7337 Fingerprinting
 - BP 7340 Leaves
 - BP 7341 Professional Development Leave (Administrative)
 - BP 7342 Holidays
 - BP 7345 Catastrophic Leave Program for Unrepresented Employees
 - BP 7346 Employees Called to Military Duty
 - BP 7347 Family Medical Leave
 - BP 7350 Resignations
 - BP 7370 Political Activity
 - BP 7381 Health and Welfare Benefits
 - BP 7385 Salary Deductions
 - BP 7400 Travel

10.0 REPORTS – SENIOR LEADERSHIP AND TRUSTEES

- 10.1 Presidents of Chabot College and Las Positas College
- 10.2 Chancellor
- 10.3 Recognitions
- 10.4 Trustee Reports and/or Official Communications

11.0 CLOSED SESSION—(Government Code Section 54954.5)

- 11.1 Personnel
- 11.2 Collective Bargaining
- 11.3 Possible Litigation

12.0 ADJOURNMENT**13.0 NEXT MEETING OF THE BOARD OF TRUSTEES**

August 18, 2015, 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

July 21, 2015

Agenda Item: 3.1

Subject: Classified Personnel

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

I. ASSIGNED TO CHABOT COLLEGE

A. Employment

Herrera, Christine M., Administrative Assistant II – Confidential (2CPR14), Range/Step C360/5, \$59,659/annual, effective 8/10/15.

Dishman, Erika B. Library Technician I (2CLR14), Range/Step 31/1, \$43,121/annual, effective 7/22/15.

Whiteside, Chasity C., Executive Assistant, Vice President, Administrative Services (2CAC13), Range/Step C380/4, \$59,659/annual, effective 7/22/15.

II. ASSIGNED TO LAS POSITAS COLLEGE

A. Voluntary Transfer

DelAguila, Ana M., from Early Childhood Professional Development Coordinator (2CSS48) to Early Childhood Professional Development Coordinator (3CHU06), effective 8/1/15. No change in salary or benefits.

II. ASSIGNED TO DISTRICT SERVICES

A. Employment

Ablaza, Alvin B., Custodian II (1CMN64), Range/Step 33/5, \$55,308/annual, effective 7/22/15.

Esparza, Matilde (nmi), Custodian I (1CMN1B), Range/Step, 31/1 \$43,121/annual, effective 7/22/15.

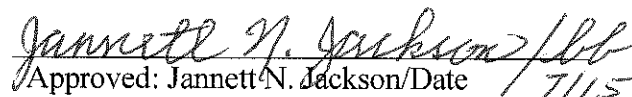
Lopez, Maria S., Custodian I (1CMN21), Range/Step, 31/1 \$43,121/annual, effective 7/22/15.

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Valencia, Gonzalo R., Lead Custodian (1CMN73), Range/Step 35/2, \$50,072/annual, effective 7/22/15.

Riley, Charmaine E., Custodial Supervisor (1CMN3A), Range/Step S230/1, \$65,791/annual, effective 8/3/15.

 7/15/15
Submitted: Wyman M. Fong/Date

 7/15/15
Approved: Jannett N. Jackson/Date

☒ APPROVED

☐ DISAPPROVED

☐ TABLED

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

July 21, 2015

Agenda Item: 3.2

Subject: Faculty Personnel

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

I. ASSIGNED TO CHABOT COLLEGE

A. Faculty Contract

Temporary Leave Replacement - One Year, August 10, 2015 – May 31, 2016

Cabrera, Rosa G., Instructor, English (2LLA16), Column/Step IV/4, \$67,720/annual.

Contract of Employment - One Year, August 10, 2015 – May 31, 2016

Cattolica, Robert (nmi), Instructor, Biology (2FSM56), Column/Step III/1, \$56,202/annual.

Quigley, Daniel P., Instructor, Engineering (2FTE17), Column/Step IV/6, \$73,084/annual.

Williams, Monique E., Instructor, English (2FLA26), Column/Step III/1, \$56,202/annual.

B. Leave of Absence

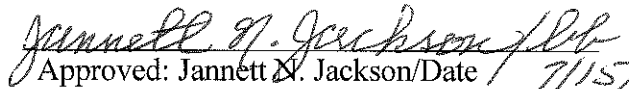
Yungerman, Alisa T., Instructor, English Composition (2FLA04), leave of absence without pay and without benefits beginning 11/6/15 – 5/31/16.

II. ASSIGNED TO LAS POSITAS COLLEGE

A. Leave of Absence

Brehe-Johnson, Janet (nmi), Instructor, Speech (3FLA06), partial 20% leave of absence with reduced pay and with reduced benefits beginning 8/1/15 – 5/31/16.

 7/15/15
Submitted: Wynan M. Fong/Date

 7/15/15
Approved: Jannett M. Jackson/Date

☒ APPROVED

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CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

July 21, 2015

Agenda Item: 3.3

Subject: Management Personnel

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

I. ASSIGNED TO CHABOT COLLEGE

A. Administrative Contract

Contract of Employment – July 22, 2015 – June 30, 2016

Craig, Yvonne W., Director of Grants (2AMA02), Range/Step 15/3, \$93,284/annual.

B. Interim Administrative Employment

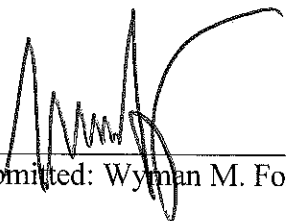
Dave, Timothy A., Interim Dean, Science and Math (2AHS03), Range/Step 19/3, \$124,580/annual, effective 7/1/15 to 8/7/15, or when position is filled, whichever is less.

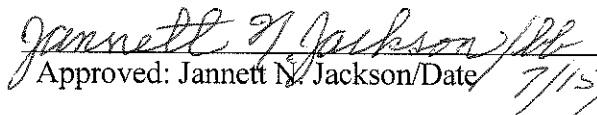
II. ASSIGNED TO LAS POSITAS COLLEGE

A. Administrative Contract

Contract of Employment – August 10, 2015 – June 30, 2016

Cooper, Kenneth G., Executive Director of the Foundation (3AFD01), Range/Step 19/5, \$136,168/annual, effective 8/10/15.

 7/15/15
Submitted: Wyman M. Fong/Date

 7/15/15
Approved: Jannett N. Jackson/Date

☒ APPROVED

☐ DISAPPROVED

☐ TABLED

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

July 21, 2015

Agenda Item: 4.1

Subject: Approval of Grant Contract Renewal— Alameda County Social Services Agency, Children and Family Services Parent Resources for Information, Development and Education Training (PRIDE) Program, Chabot & Las Positas Colleges

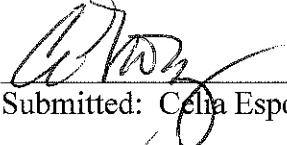
Background: Chabot and Las Positas Colleges have received notification from the Alameda County Social Services Agency, Children and Family Services of its intent to renew continuation of services for the Parent Resources for Information, Development and Education (PRIDE) Training Program.


The Colleges will offer childcare, food and related supplies/miscellaneous items to the participants of the pre-service PRIDE Training classes while they are attending these classes. The classes inform and prepare potential foster and adoptive parents in making successful, permanent connections with foster youth. The classes are open to kinship families, respite providers and the general public who are interested in understanding the needs of children in out-of-home care, and are under the protection of the Department's Foster Care System.

The Alameda County Social Service Agency will recommend for approval to the Alameda County Board of Supervisors, the preliminary grant renewal amount of \$42,865 for the period of July 1, 2015 through June 30, 2016.

The Board of Trustees approved the master contract on November 16, 2007 under item 4.5 for \$32,640, June 24, 2008 under item 4.4 for \$32,640, June 23, 2009 under item 4.2 for \$32,640, July 20, 2010 under item 4.2 for \$32,640, June 28, 2011 under item 4.3 for \$32,640, June 26, 2012 under item 4.5 for \$32,640, June 24, 2013 under item 5.9 for \$40,800, July 15, 2014 under item 4.11 for \$41,616.

Recommended Action: That the Board of Trustees approves the proposed grant contract renewal for the Parent Resources for Information, Development and Education Training (PRIDE) Program with the Alameda County Social Services Agency, Children and Family Services, Chabot and Las Positas Colleges, in the amount of \$42,865 for the period July 1, 2015 through June 30, 2016. It is further recommended that the Board authorize the Vice Chancellor, Business Services, to execute the master contract on behalf of the District.

 7.14.15
Submitted: Celia Esposito-Noy/Date

 7/15/15
Approved: Jannett N. Jackson/Date

☒ APPROVED

☐ DISAPPROVE

☐ TABLED

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

July 21, 2015

Agenda Item: 4.2

Subject: Approval of Contract Award Renewal— Alameda County Social Services Agency
Community Action to Reach Out to Infants (CARI) Program, Chabot College


Background: Chabot College has received notification from the Alameda County Social Services Agency of its intent to renew a grant for the continuation of services for the Community Action to Reach Out to Infants (CARI) Program.

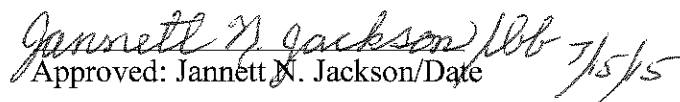
Under the CARI Program, the College provides specialized, pre-designed training for potential Foster Parents, Kinship Caregivers and Respite Providers to care for children that enter Alameda County's Child Protective Services through drug exposure, HIV, neglect or abuse. This will be the seventh year the Alameda County Board of Supervisors has chosen to reconfirm its dedication to the ideals of service to the community through the maintenance of this partnership with the College.

The Alameda County Social Service Agency will recommend for approval, to the Alameda County Board of Supervisors, the preliminary grant renewal amount of \$38,579 for the period July 1, 2015 through June 30, 2016.

The Board of Trustees approved grant renewals on August 19, 2003 under item 4.2 for \$60,000, July 20, 2004 under item 4.2 for \$36,000, July 19, 2005 under item 4.4 for \$36,000, June 27, 2006 under item 4.3 for \$36,000, August 21, 2007 under item 4.2 for \$36,000, June 24, 2008 under item 4.3, June 23, 2009 under item 4.1 for \$36,000 and July 20, 2010 under item 4.1 for \$36,000, June 28, 2011 under item 4.4 for 36,000, June 26, 2012 under item 4.4 for \$36,000, June 25, 2013 under item 5.10 for \$36,720, July 15, 2014 under item 4.10 for \$37,454.40.

Recommended Action: That the Board of Trustees approves the proposed grant award renewal for the Community Action to Reach Out to Infants Program with Alameda County Social Services Agency, Chabot College, in the amount of \$38,579 for the period July 1, 2015 through June 30, 2016. It is further recommended that the Board authorize the Vice Chancellor, Business Services, to execute the agreement upon receipt of the documents on behalf of the District.

 7.14.15
Submitted: Celia Esposito-Noy/Date

 7/15/15
Approved: Jannett N. Jackson/Date

☒ APPROVED ☐ DISAPPROVED ☐ TABLED

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

July 21, 2015

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>
6/1/2015	813 - 817	580650 - 580746 Commercial Warrants	\$ 258,228.27
	818 - 819	580747 - 580748 Commercial Warrants	1,785.07
	820 - 821	580749 Commercial Warrants	7,658.00
	822 - 823	580750 - 580765 Commercial Warrants	53,887.36
	824	556713, 556868, 557775 Cancelled Warrants	(3,585.64)
6/8/2015	825 - 832	580766 - 580935 Commercial Warrants	849,985.18
	834 - 835	580936 - 580937 Commercial Warrants	1,104.96
	835 - 836	580938 - 580941 Commercial Warrants	225,259.62
	837 - 838	580942 - 580962 Commercial Warrants	727,531.54
	839 - 849	580963 - 581211 Commercial Warrants	296,827.11
6/11/2015	850 - 855	581212 - 581325 Commercial Warrants	278,013.38

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<u>Date</u>	<u>Register Pages</u>	<u>Warrant Numbers</u>	
6/11/2015	856 - 857	581326 - 581342	\$ 575,581.86
		Commercial Warrants	
	858	524951,526426, 555771,580651	(1,828.00)
		Cancelled Warrants	
6/18/2015	858 - 893	581343 - 582255	1,157,085.63
		Commercial Warrants	
	894 - 895	582256	994.20
		Commercial Warrants	
	896 - 897	582257 - 582258	112,212.00
		Commercial Warrants	
	898 - 899	582259 - 582276	172,259.16
		Commercial Warrants	
	900 - 901	582277	1,586.16
		Commercial Warrants	
		SUBTOTAL	\$ 4,714,585.86
6/30/2015	M-40	00003326	4,474,823.50
		Manual Warrants	
		TOTAL	\$ 9,189,409.36

Lorenzo Legaspi 7/14/15
Submitted: Lorenzo Legaspi/Date

Jannett N. Jackson 7/15/15
Approved: Jannett N. Jackson/Date

☒ APPROVED ☐ DISAPPROVED ☐ TABLED

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

July 21, 2015


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:

June Payroll Warrant Total = \$3,724,465.29

 7/14/15
Submitted: Lorenzo Legaspi / Date

 7/15/15
Approved: Jannett N. Jackson / Date

✓ APPROVED DISAPPROVED TABLED

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

July 21, 2015

Agenda Item: 6.1

Subject: Authorization to File Notice of Completion with the Alameda County Clerk Recorder's Office for the Library Renovation Project, Las Positas College

Background: The Library Renovation Project at Las Positas College has been completed by W.A. Thomas Co., Inc. of Martinez, CA. The project to be officially closed, a Notice of Completion needs to be filed with the Alameda County Clerk Recorder's Office in accordance with Section 3258 of the California Civil Code, as required by Section 3093 of the California Civil Code.

Recommended Action: That the Board of Trustees authorizes the filing of a Notice of Completion with the Alameda County Clerk Recorder's Office for the Library Renovation Project, Las Positas College.

Funding Source: Measure B Bond Funds

 7/14/15
Submitted: Lorenzo Legaspi/Date

 7/15/15
Approved: Jannett N. Jackson/Date

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CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

July 21, 2015

Agenda Item: 9.1

Subject: Approval of Chabot College and Las Positas College Accreditation Self-Study Reports

Recommended Action: That the Board of Trustees approves the proposed Accreditation Self-Study Reports for Chabot College and Las Positas College, for submission to the Accrediting Commission for Junior and Community Colleges (ACCJC).

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

☒ APPROVED ☐ DISAPPROVED ☐ TABLED

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

July 21, 2015

Agenda Item: 9.2

Subject: Approval of Governing Board Policies: Chapter 7000 – Human Resources

Recommended Action: That the Board of Trustees adopt Governing Board Policies: Chapter 7000 – Human Resources. It is further recommended that these Board Policies become effective upon adoption.

BP 7210	Academic Employees (Faculty Members)
BP 7240	Confidential Employees
BP 7330	Communicable Disease
BP 7335	Health Examinations
BP 7337	Fingerprinting
BP 7340	Leaves
BP 7341	Professional Development Leave (Administrative)
BP 7342	Holidays
BP 7345	Catastrophic Leave Program for Unrepresented Employees
BP 7346	Employees Called to Military Duty
BP 7347	Family Medical Leave
BP 7350	Resignations
BP 7370	Political Activity
BP 7381	Health and Welfare Benefits
BP 7385	Salary Deductions
BP 7400	Travel

Jamett N. Jackson / lb 7/15/15
Approved: Jamett N. Jackson/Date

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