

OFFICIAL COPY



CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES REGULAR MEETING September 18, 2018—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) CONFERENCE WITH LEGAL COUNSEL PURSUANT TO (Government Code 54956.9(d)(1))
 - b) PUBLIC EMPLOYEE PERFORMANCE EVALUATION Title Interim Chancellor (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

***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.**

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 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 August 21, 2018 Regular Meeting

(cc) 1.9 Approval of Minutes of September 4, 2018 Study Meeting

1.10 **PUBLIC HEARING:** 2018-19 BUDGETS: General Fund, Cafeteria Fund, Child Development Fund, Capital Projects Fund, Self-Insurance (RUMBL) Fund and Measure B Fund

1.11 **ADOPTION:** 2018-19 BUDGETS: General Fund, Cafeteria Fund, Child Development Fund, Capital Projects Fund, Self-Insurance (RUMBL) Fund and Measure B Fund

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 Las Positas College Student Government

3.0 PERSONNEL

(cc) 3.1 Classified Personnel

(cc) 3.2 Executive Personnel

4.0 EDUCATIONAL SERVICES

(cc) 4.1 Acceptance of Gift - Las Positas College

(cc) 4.2 Approval of Renewal of Field Internship Agreement with the City of Berkeley, Berkeley Fire Department (BFD), Las Positas College

(cc) 4.3 Approval of Contract Award Renewal— Alameda County Social Services Agency, Children and Family Services for the Community Action to Reach Out to Infants (CARI) Program, Chabot-Las Positas Community College District, Chabot College

(cc) 4.4 Approval of Agreement with the City of Pleasanton for use of the Livermore Pleasanton Fire Department (LPFD) Training Facility, Las Positas College

(cc) 4.5 Approval of CMC Facility Use contract between City of Hayward and Chabot-Las Positas Community College District for Community-Access Broadcasting Services, Chabot College

(cc) 4.6 Approval of the Cooperative Agreement No. 18-Puente-CC-03 between The Regents

- of the University of California on behalf of the Puente Project and Chabot-Las Positas Community College District, Las Positas College
- (cc) 4.7 Approval of Grant Contract — Alameda County Social Services Agency, Children and Family Services for the Resource Family Approval (RFA) Program, Chabot-Las Positas Community College District, Chabot and Las Positas Colleges
 - (cc) 4.8 Approval of Internship Agreement – American Medical Response – San Francisco (AMR) and Chabot-Las Positas Community College District - Las Positas College

5.0 BUSINESS SERVICES

- (cc) 5.1 Approval of Commercial Warrant Registers
- (cc) 5.2 Approval of Payroll Warrant Registers
- (cc) 5.3 Award of Bid No. BID NO.: 19-03, Distributed Antenna System Implementation Las Positas College
- (cc) 5.4 Approval of Declaration of Surplus Property to be Sold at Public Auction Sale and Donation or Disposal of Any Items Not Sold
- (cc) 5.5 Approval of Award of a Piggyback Contract for Projector Equipment to replace the current projector equipment, which is outdated at Chabot College through the National IPA Purchasing Program

6.0 FACILITIES PLANNING AND DEVELOPMENT

- (cc) 6.1 Approval of Modification to the Existing Contract with Clear Blue Energy for District Wide Prop 39, Interior LED Lighting Upgrades
- (cc) 6.2 Approval Measure B & Measure A Bond Program: Bond List Revision
- (cc) 6.3 Approval of Modification to the Existing Design/Build Contract with Balfour Beatty Construction for the New Academic Classroom Building 100, Las Positas College
- 6.4 Adoption of Resolution No. 01-1819 – Authorizing Use of Design/Build Delivery Method for the Main Switchgear Replacement Project at Las Positas College

7.0 ECONOMIC DEVELOPMENT/CONTRACT EDUCATION

- (cc) 7.1 Acceptance of Grant Agreement No. 18-064-001 – California Community Colleges Chancellor's Office, District-Economic Development
- (cc) 7.2 Acceptance of Grant Agreement No. 18-085-001 – California Community Colleges Chancellor's Office, District-Economic Development
- (cc) 7.3 Acceptance of Grant Agreement No. 18-086-001 – California Community Colleges Chancellor's Office, District-Economic Development
- (cc) 7.4 Acceptance of Grant Agreement for the 2018-19 Livermore Social Opportunity Endowment Funding between the City of Livermore and Chabot-Las Positas Community College District - Economic Development, Tri-Valley One-Stop Career Center
- (cc) 7.5 Approval of Contract for Title IV-E Training between County of Lake and Chabot-Las Positas Community College District, 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 the Quarter Ended June 30, 2018
- 8.3 Report on Current Status of Board Policies and Administrative Procedures
- 8.4 Revisions to Administrative Procedures and Changes to Numbering of Certain Policies and Procedures for Clarity and Organization

9.0 OTHER ACTION ITEMS

- 9.1 Second Reading and Adoption of Revised Board Policy 4020 Program, Curriculum, and Course Development, and Approval of the Accompanying New Administrative Procedure 4021 Hours and Units
- 9.2 Second Reading and Adoption of Revised Board Policy 4240 Academic Renewal

10.0 REPORTS- SENIOR LEADERSHIP AND TRUSTEES

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

11.0 ADJOURNMENT

12.0 CLOSED SESSION- (Government Code Section 54954.5)

- 12.1 Public Employee Appointments, Evaluations and Discipline/Dismissal/Release
- 12.2 Labor Negotiations
- 12.3 Existing or Anticipated Litigation
- 12.4 Real Property Negotiations
- 12.5 Threat to Public Services or Facilities

13.0 NEXT MEETING OF THE BOARD OF TRUSTEES

October 2, 2018 6:00 p.m., Study Session, 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, 7600 Dublin Blvd., 3rd Floor, Dublin, CA 925-485-5207, between 8:00 a.m. and 5:00 p.m. at least 48 hours before the meeting.

District Mission Statement

"The Chabot-Las Positas Community College District (CLPCCD) prepares students to succeed in a global society by challenging them to think critically, to engage socially, and to acquire workplace knowledge and educational skills."

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

September 18, 2018

Agenda Item: 1.11

Subject: Adoption of 2018-19 Budgets for the General Fund, Cafeteria Fund, Child Development Fund, Capital Projects Fund, Self-Insurance (RUMBL) Fund, Measure B Fund, and Measure A Fund

Background: On June 19, 2018, the Board of Trustees adopted the 2018-19 Tentative Budgets. The Education Code requires the preparation and publication of the District's budget to permit public review of same before the date of the Public Hearing. On September 7, the Proposed Budgets were made available to the public through September 18, 2018 prior to the Public Hearing. Formal adoption of the Official Budgets for 2018-19 is required by law.

Recommended Action That the Board of Trustees adopt the proposed 2018-19 Budgets for the General Fund, Cafeteria Fund, Child Development Fund, Capital Projects Fund, Self-Insurance (RUMBL) Fund, Measure B Fund, and Measure A Fund and authorize the Vice Chancellor, Business Services, to file same with the County Superintendent of Schools and California Community College Chancellor's Office as required by law.


Submitted: Ronald Gerhard /Date 9-13-18


Approved: Susan A. Cota /Date 9/11/18

☒ APPROVED ☐ DISAPPROVED ☐ TABLED

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

September 18, 2018

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. Voluntary Transfer

Johnson, Cynthia (nmi), Counselor Assistant II, Counseling and Guidance (2CCG22) to Counselor Assistant II, EOPS (2CEX07), 100%, 12 months/year, Range 34/4, \$57,829.00/annual, effective 09/20/18. This position is grant/categorically funded and therefore subject to continued renewal.

II. ASSIGNED TO LAS POSITAS COLLEGE

A. Employment

Raymo, Kristian D., Senior Administrative Assistant, Enrollment Services (3CMA03), 100%, 12 months/year, Range 39/1, \$56,359.00/annual, effective 10/01/18.

Espana, Ana M., Counselor Assistant I (3CEX06), 100%, 12 months/year, Range 26/1, \$40,906.00/annual, effective 10/01/18. This position is grant/ categorically funded and therefore subject to continued renewal.

III. ASSIGNED TO DISTRICT OFFICE

A. Employment

Catap, Terrence N., Custodian (1CMN13), 100%, 12 months/year, Range 30/1, \$45,143.00/annual, effective 09/19/18.

Gabriel, Leonides D., Custodian (1CMN85), 100%, 12 months/year, Range 30/1, \$45,143.00/annual, effective 09/19/18.

Pittman-Scurini, Isaiah E., Custodian (1CMN29), 100%, 12 months/year, Range 30/1, \$45,143.00/annual, effective 09/19/18.

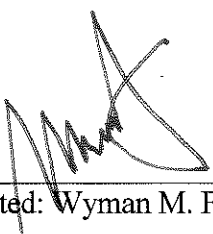
B. Promotion (Open Competitive Process)

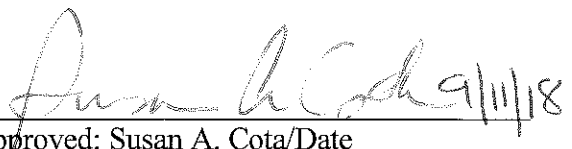
Spencer, Darrick L., Lead Custodian (1CMN73), 100%, 12 months/year,
Range 34/3, \$54,923.00/annual, effective 09/19/18.

Napagao, Federico F., Lead Custodian (1CMN25), 100%, 12 months/year,
Range 34/5, \$60,782.00/annual, effective 09/19/18.

C. Change to District Classification Plan

Add Veterans & Scholarship Program Supervisor, Range S250, effective
09/19/18. This position is grant/ categorically funded and therefore subject to
continued renewal.


Submitted: Wyman M. Fong/Date

9.11.18

Approved: Susan A. Cota/Date

☒ APPROVED

☐ DISAPPROVED

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CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

September 18, 2018

Agenda Item: 3.2

Subject: Executive Personnel

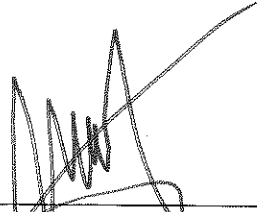
Recommended Action: That the Board of Trustees approves the following Executive Personnel.

I. ASSIGNED TO DISTRICT OFFICE


A. Interim Executive Employment

Fallo, Thomas M., Interim Chancellor (1EDA01), Range \$140.09/hour, not to exceed the CalSTRS earnings limitation of \$45,022.00 for FY 2018-2019, effective 09/17/18 through 03/31/19, or until the position is filled, whichever is earlier. No benefits.

Range and Steps not applicable to Executive Personnel.


Submitted: Wyman M. Fong/Date

9.11.18


Approved: Susan A. Cota/Date

9/11/18

☒ APPROVED

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CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

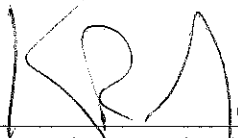
September 18, 2018

Agenda Item: 4.1

Subject: Acceptance of Gift - Las Positas College

Background: Ms. Charlotte Lofft is pleased to support the automotive training program through the donation of a 1998 Honda Civic, VIN# 2HGEJ6576WH590657, mileage of 155,971 miles, and value of \$2,500 according to Kelley Blue Book. The vehicle will be used in the Automotive Technology program in particular for our Smog certification classes.

Recommended Action: That the Board of Trustees accept the gift donated by Ms. Charlotte Lofft.

 9-11-18
Submitted: Krista R. Johns/Date

 9/11/18
Approved: Susan A. Cota/Date

☒ APPROVED ☐ DISAPPROVED ☐ TABLED

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

September 18, 2018

Agenda Item: 4.2

Subject: Approval of Renewal of Field Internship Agreement with the City of Berkeley, Berkeley Fire Department (BFD), Las Positas College


Background: The College requires students in the Paramedic (EMT-P) Program to successfully complete field internships. Berkeley Fire Department (BFD) is a service provider capable of providing internships for the EMT-P Field Internship Program while students participate in the College's program.

The purpose of this agreement is to confirm the respective responsibilities and duties of the District and Berkeley Fire Department (BFD) while students are participating in Field Internship Programs with Berkeley Fire Department (BFD). Berkeley Fire Department (BFD) will continue to provide field internships for the purpose of training students enrolled in the Las Positas College Emergency Medical Technician Program. There is no cost to the College for the participation of its students in the Field Internship Program.

This agreement is a renewal of an existing agreement.

The term of the agreement is open ended, commencing on September 19, 2018. This agreement may be terminated by either party upon sixty (60) days written notice.

Recommended Action: That the Board of Trustees approves Renewal of the Field Internship Agreement with the City of Berkeley, Berkeley Fire Department (BFD), Las Positas College for the term commencing September 19, 2018 until cancelled or modified. It is further recommended that the Board authorize the Vice Chancellor, Business Services to execute this agreement on behalf of the District.

 9-11-18
Submitted: Krista R. Johns/Date

 9/11/18
Approved: Susan A. Cota/Date

☒ APPROVED ☐ DISAPPROVED ☐ TABLED

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

September 18, 2018

Agenda Item: 4.3


Subject: Approval of Contract Award Renewal— Alameda County Social Services Agency, Children and Family Services for the Community Action to Reach Out to Infants (CARI) Program, Chabot-Las Positas Community College District, 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 Resource Families (previously 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 fifteenth 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 grant renewal amount of \$39,191. The contract is effective for services rendered from July 1, 2018-June 30, 2019 and was last approved by the Board of Trustees, as item 4.2 at the August 19, 2003 Board meeting. The most recent renewal was approved by the Board of Trustees, as item 4.4 of the September 19, 2017 Board meeting.

Recommended Action: That the Board of Trustees approves the Contract Award Renewal with Alameda County Social Services Agency, Children and Family Services for the Community Action to Reach Out to Infants (CARI) Program, Chabot-Las Positas Community College District, Chabot College, in the amount of \$39,191 for services rendered during fiscal year 2018-2019. It is further recommended that the Board authorizes the Vice Chancellor, Business Services to execute the agreement on behalf of the District.

 9-11-18
Submitted: Krista R. Johns/Date

 9/11/18
Approved: Susan A. Cota/Date

☒ APPROVED ☐ DISAPPROVED ☐ TABLED

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

September 18, 2018

Agenda Item: 4.4


Subject: Approval of Agreement with the City of Pleasanton for use of the Livermore-Pleasanton Fire Department (LPFD) Training Facility, Las Positas College

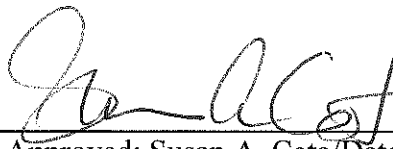
Background: Las Positas College is pursuing approval to become an Accredited Regional Training Program (ARTP) through the Office of the State Fire Marshal. In order to receive approval, the College must have a suitable site at which to conduct training.

The purpose of this Agreement is to allow the College to use the Training Facility of the Livermore-Pleasanton Fire Department (LPFD) to conduct hands-on training for the program. The Facility is owned by the City of Pleasanton, and operated by the LPFD.

The agreement will commence on January 1, 2019 and continue for one year. This agreement may be terminated by either party upon thirty (30) days written notice.

Recommended Action: That the Board of Trustees approves the Agreement with the City of Pleasanton for use of the Livermore-Pleasanton Fire Department (LPFD) Training Facility, Las Positas College. It is further recommended that the Board authorize the Vice Chancellor, Business Services, to execute this Agreement on behalf of the District.

 9-11-18
Submitted: Krista R. Johns/Date

 9/11/18
Approved: Susan A. Cota/Date

☒ APPROVED ☐ DISAPPROVED ☐ TABLED

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

September 18, 2018

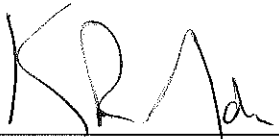
Agenda Item: 4.5

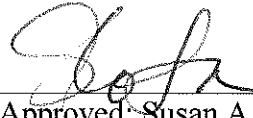
Subject: Approval of CMC Facility Use contract between City of Hayward and Chabot-Las Positas Community College District for Community-Access Broadcasting Services, Chabot College

Background: The City of Hayward and Chabot-Las Positas Community College District (CLPCCD) have in the past entered into a Community Media Center (CMC) Facility Use Agreement for the City to use the College's TV Studio and related facilities for Public, Educational and Government (PEG) access programming and production. This agreement was last approved by the Board of Trustees, as item 4.1 at the July 18th 2017 Board meeting.

The City has provided written notice to Chabot College that it agrees to enter into a CMC Facility Use contract effective September 19th through June 30, 2019 pending Board approval. The City will, therefore, remit to the College the sum of \$117,000 for the access to the TV Studio and facilities in accordance with the terms of the Agreement.

Recommended Action: That the Board of Trustees approves the proposed CMC Facility Use contract with the City of Hayward for providing Community-Access Broadcasting Services, Chabot College, for the period of September 19, 2018 through June 30, 2019. It is further recommended that the Board authorize the Vice Chancellor, Business Services to execute the agreement on behalf of the District.

 9-11-18
Submitted: Krista R. Johns/Date

 9/11/18
Approved: Susan A. Cota/Date

☒ APPROVED ☐ DISAPPROVED ☐ TABLED

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

September 18, 2018


Agenda Item: 4.6

Subject: Approval of the Cooperative Agreement No. 18-Puente-CC-03 between The Regents of the University of California on behalf of the Puente Project and Chabot-Las Positas Community College District, Las Positas College

Background: The mission of the Puente Project is to increase the number of educationally underrepresented students who enroll in four-year colleges and universities, earn degrees, and return to the community as leaders and mentors to future generations. The first Puente Project was initiated at Chabot College in 1981. Since that time, the model has been replicated at colleges and high schools throughout the State of California, with the oversight of the Puente Project centralized through The Regents of the University of California. The Puente Project was in 2012-2013 between the University of California and Las Positas College.

The agreement will take effect upon approval by the Board. The Puente Project funding covers services provided during the period 2018-2019, 2019-2020, and 2020-2021.

Recommended Action: That the Board of Trustees approves Cooperative Agreement No. 18-Puente-CC-03 between The Regents of the University of California on behalf of the Puente Project and Chabot-Las Positas Community College District, Las Positas College. It is further recommended that the Board authorize the Vice Chancellor, Business Services to execute the agreement on behalf of the District.


Submitted: Krista R. Johns /Date 9-11-18


Approved: Susan A. Cota/Date 9/11/18

☒ APPROVED ☐ DISAPPROVED ☐ TABLED

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

September 18, 2018

Agenda Item: 4.7

Subject: Approval of Grant Contract — Alameda County Social Services Agency, Children and Family Services for the Resource Family Approval (RFA) Program, Chabot-Las Positas Community College District, Chabot and Las Positas Colleges

Background: Chabot-Las Positas Community College District has been contracting with Alameda County Social Services Agency, Children and Family Services providing services for the Parent Resources, Information, Development and Education (PRIDE) pre-service training program for many years. The State developed a uniform name and requirements for all State pre-service training programs beginning January 2017. The services requested for the 2018-19 school year at Chabot-Las Positas Colleges essentially remain the same as the past 10 years.


The Colleges will continue to offer childcare, food, and related supplies/miscellaneous items to the participants of the pre-service RFA training classes while they are attending these classes. The Colleges will offer more RFA classes and also offer train-the-trainer workshops to develop new RFA trainers.

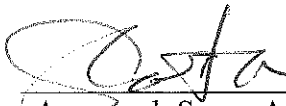
The RFA classes inform and prepare potential foster and adoptive parents in making successful, permanent connections with foster youth. These classes are now required for resource families who were formally known adoptive parents, foster parents, kinship families and guardians. Classes are also available to 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 \$194,764.00 for services rendered during the period of July 1, 2018 through June 30, 2019. The most recent renewal was approved by the Board of Trustees, as item 4.7 at the September 19, 2017 Board meeting. This agreement will take effect on September 19, 2018, following approval by the Board of Trustees.

Agenda Item: 4.7
September 18, 2018
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Recommended Action: That the Board of Trustees approves the Grant Contract with Alameda County Social Services Agency, Children and Family Services for the Resource Family Approval (RFA) Program, Chabot-Las Positas Community College District, Chabot and Las Positas Colleges, in the amount of \$194,764.00 for the period ending June 30, 2019. It is further recommended that the Board authorizes the Vice Chancellor, Business Services, to execute the agreement on behalf of the District.

 9-11-18
Submitted: Krista R. Johns/Date

 9/11/18
Approved: Susan A. Cota/Date

☒ APPROVED ☐ DISAPPROVED ☐ TABLED

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

September 18, 2018

Agenda Item: 4.8


Subject: Approval of Internship Agreement – American Medical Response – San Francisco (AMR) and Chabot-Las Positas Community College District - Las Positas College


Background: The College requires students in the Emergency Medical Training-Paramedic (EMT-P) program to successfully complete field internships. This is a renewal of a previous contract with American Medical Response (AMR), to be a service provider for the EMT-P program.

The purpose of this agreement is to establish the respective responsibilities and duties of the College and AMR while students are participating in field internship programs. AMR will provide field internships for the purpose of training students enrolled in the Chabot-Las Positas Community College District - Las Positas College EMT-P program, and training will be under the supervision of an experienced AMR employee who shall be selected in accordance with the Chabot-Las Positas Community College District - Las Positas College EMT-P program at no cost to the College.

The agreement will commence on November 1, 2018. This agreement shall be for a term of twenty-four (24) months. The agreement may be terminated by either party upon thirty (30) days written notice.

Recommended Action: That the Board of Trustees approves the proposed Internship Agreement with American Medical Response (AMR) and the Chabot-Las Positas Community College District - Las Positas College for the term commencing November 1, 2018 through October 31st, 2020. It is further recommended that the Board authorize the Vice Chancellor, Business Services, to execute this agreement on behalf of the District.

 9-11-18
Submitted: Krista R. Johns/Date

 9/11/18
Approved: Susan A. Cota/Date

☒ APPROVED ☐ DISAPPROVED ☐ TABLED

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

September 18, 2018

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>Warrant Numbers</u>	<u>Amount</u>
8/2/2018	10034975 - 10035147 Commercial Warrants	\$ 1,113,281.37
	10035148 - 10035163 Commercial Warrants	449,493.67
	10035164 Commercial Warrants	7,564.56
	10033147, 10034081 Cancelled Warrants	(11,823.29)
8/9/2018	10035165 - 10035471 Commercial Warrants	80,665.10
8/10/2018	10035472 - 10035672 Commercial Warrants	6,425,899.74
	10035673 - 10035675 Commercial Warrants	232.60
	10035676 - 10035679 Commercial Warrants	30,454.73
	10035680 - 10035703 Commercial Warrants	397,975.66
	10035704 Commercial Warrants	3,227.10
8/17/2018	10035705 - 10035860 Commercial Warrants	1,437,491.02
	10035861 - 10035865 Commercial Warrants	504,111.62
	10035866 - 10035879 Commercial Warrants	644,699.84
	10035880 - 10035880 Commercial Warrants	24,667.50

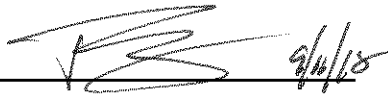
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<u>Date</u>	<u>Warrant Numbers</u>	<u>Amount</u>
8/17/2018	10030489, 10034173, 10034188 10034212, 10034264, 10034327 10034374, 10034388, 10034442 10034462, 10034518, 10034621 10034635, 10034708, 10034759 10034760, 10034762, 10034798 10035512 Cancelled Warrants	\$ (94,607.02)
8/24/2018	10035881 - 10036118 Commercial Warrants 10036119 Commercial Warrants 10036120 - 10036122 Commercial Warrants 10036123 - 10036133 Commercial Warrants 10027309, 10035876 Cancelled Warrants	3,087,185.66 205.34 6,385.82 342,594.45 (19,128.03)
8/29/2018	10036134 - 10036170 Commercial Warrants 10033058, 10033059, 10034194 10034391, 10034467, 10034741 10034752, 10034852, 10034986 10034984, 10036071, 10036131 Cancelled Warrants	6,843,746.47 (32,109.69)
8/31/2018	10036171 - 10036369 Commercial Warrants 10036370 - 10036373 Commercial Warrants 10036374 - 10036391 Commercial Warrants	722,168.08 6,038.97 1,500,634.43

Agenda Item: 5.1
September 18, 2018
Page 3

	10036392	\$	5,593.64
	Commercial Warrants		
	SUBTOTAL	\$	<u>23,476,649.34</u>
8/31/2018	15 - 28		781,326.84
	ACH Payments		
	TOTAL	\$	<u>24,257,976.18</u>

+


Submitted: Ronald Gerhard / Date 9/11/18


Approved: Susan A. Cota / Date 9/11/18

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CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

September 18, 2018

Agenda Item: 5.2

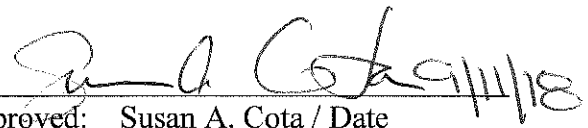
Subject: Approval of Payroll Warrant Registers

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

Regular Monthly Payroll:

August Payroll Warrant Total = \$5,571,398.72

Submitted:  9/11/18
Ronald Gerhard / Date

Approved:  9/11/18
Susan A. Cota / Date

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CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

September 18, 2018

Agenda Item: 5.3

Subject: Award of Bid No. BID NO.: 19-03, Distributed Antenna System Implementation
Las Positas College.

Background: District staff conducted formal Bid No. 19-03, Distributed Antenna System (DAS) Implementation Las Positas College for the selection of a DAS integrator and product for Las Positas College campus. The bid was sent to four (4) pre-qualified firms and four (4) bidders provided responses. The public bid opening held at the District on August 23, 2018 resulted in the following bid amounts:

<u>Bidder</u>	<u>City</u>	<u>Bid Amount</u>
BlackBox Network Services	Lawrence, PA	\$1,639,818.00 (Non-Responsive)
Day Wireless Systems	Benicia, CA	\$1,665,876.05
RFConnect	Farmington Hills, MI	\$2,308,071.29
Communications Technology Services	Hayward, CA	\$1,903,766.70

BlackBox Network Services was determined to be the lowest cost bid for the project, however, it was noted when bids were examined that the Black Box Network Services bid contained irregularities which preclude it from being considered the lowest responsive and responsible bidder. Therefore, staff recommends awarding Day Wireless of Benicia, CA as the lowest responsible and responsive bidder.

Recommended Action: That the Board of Trustees approve and award 19-03, Distributed Antenna System Implementation Las Positas College to Day Wireless of Benicia, California for a total amount, including tax and shipping of \$1,665,876.05. It is further recommended that the Board authorize the Vice Chancellor, Business Services, to execute the purchase order and any future augmentations or amendments to the purchase order on behalf of the District.

Funding Source: Measure A Bond Funds

 9/11/18
Submitted: Ronald Gerhard/Date

 9/11/18
Approved: Susan A. Cota/Date

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CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

September 18, 2018

Agenda Item: 5.4

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

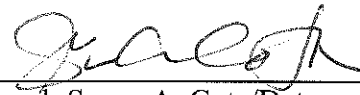
Background: The District will dispose of personal property that is surplus to the instructional or administrative needs of the District. In this case, the current listing includes computer equipment, and office furniture/equipment surplus from District and Chabot College. When saleable, items will be sold via public auction to the highest bidder. All items are sold or donated in "as is" condition. As standard procedure, donation 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 public 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 be donated to other Districts or charitable organizations or disposed of by District staff in accordance with California Education Code Section 81452.

 9/11/18
Submitted: Ronald Gerhard/Date

 9/11/18
Approved: Susan A. Cota/Date

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CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

September 18, 2018

Agenda Item: 5.5

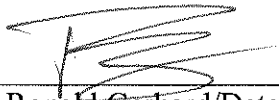
Subject: Approval of Award of a Piggyback Contract for Projector Equipment to replace the current projector equipment, which is outdated at Chabot College through the National IPA Purchasing Program

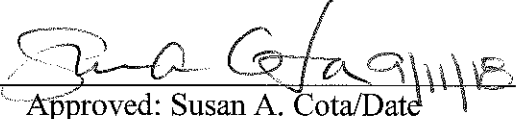
Background: College Staff is preparing for the purchase and delivery of projectors for classrooms at Chabot College. These devices will replace the current outdated classroom projectors. These devices will improve classroom learning with higher resolution images and device reliability because of the newer technology. To make the purchase of the Projector Equipment, 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 National IPA Purchasing Program is a cooperative purchasing program made available to public agency and government entities. The National IPA contract planned for this purchase is contract number 171725 awarded for Panasonic equipment and purchased through One Diversified, LLC. This piggybackable contract utilizes a previously conducted bidding process and contract award to the City of Tuscon, AZ.

Recommended Action: That the Board of Trustees approve the award of a piggyback contract for Projector Equipment to replace the current equipment, which is outdated at Chabot College using the National IPA Purchasing Program, awarded to Panasonic, purchased through One Diversified, LLC, in the respective amounts including taxes, not to exceed \$188,329.53. 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 A Funds

 9/4/18
Submitted: Ronald Gerhard/Date

 9/11/18
Approved: Susan A. Cota/Date

☒ APPROVED ☐ DISAPPROVED ☐ TABLED

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

September 18, 2018

Agenda Item: 6.1

Subject: Approval of Modification to the Existing Contract with Clear Blue Energy for District-Wide Prop 39, Interior LED Lighting Upgrades

Background: On February 20, 2018, the Board of Trustees approved the contract with Clear Blue Corp San Diego, CA for District-Wide Prop 39, Interior LED Lighting Upgrades. To increase energy savings and improve the learning environment, the District Facilities will upgrade interior lighting to LED fixtures throughout Building 1600 at Chabot College.

Current Approved Contract Amount	\$ 809,458
Modification One	\$ 72,134
New Adjusted Contract Amount	\$ 881,592

Recommended Action: That the Board of Trustees approves the proposed Contract Modification to the Existing with Clear Blue Corp, San Diego, CA for District-Wide Prop 39, Interior LED Lighting Upgrades, in an amount not to exceed \$72,134. It is also recommended that the Board authorize the Vice Chancellor, Business Services, to execute the modifications on behalf of the District.

Funding Source: Prop 39 Grant Funds and Measure A Bond Funds

Owen Letcher/DA/9-13-18
Submitted: Owen Letcher/Date

Susan A. Cota/9/11/18
Approved: Susan A. Cota/Date

☒ APPROVED ☐ DISAPPROVED ☐ TABLED

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

September 18, 2018

Agenda Item: 6.2

Subject: Approval of Measure B & Measure A Bond Program: Bond List Revision

Background: As part of the accountability measures for the Measure A Bond Program, the management team for the program is recommending that a formal process be put in place for the managing, tracking and presenting to the Board of Trustees all revisions to the Measure A individual project names, scopes and budgets. This process adheres to the accountability standards outlined by Proposition 39 and provides transparency in the evolution of the project list.

The management team is also recommending the following additional criteria be added to the Bond List Revision process following the September 18, 2108 Board of Trustees' meeting. These criteria identify an added layer of information and flagging to a Bond List Revision for those projects with substantive changes (a change to a single project in excess of \$5 million dollars, the cancellation of a project from the bond list, or the creation of a new project). In order to provide clarity for the Board of Trustees' the management team will identify Bond List Revisions containing "substantive changes" or "non-substantive changes" in the agenda text. It is anticipated that "substantive changes" will require Board action via recorded vote, while "non-substantive changes" will be placed on consent agenda.

Bond List Revision No. 2 contains substantive changes based upon the criteria set forth above.

The Bond List Revision is proposing budget transfers, the creation of a new project and project number assignment as follows:

- "Chabot College Fire Technology- Hayward Training Facility" project number 562510, project is being created. The project is receiving available budget from "Unallocated Bond for Future Projects – Chabot College". Project Number 562510

Please refer to the attached Bond List Revision #2 for details on each project included in the Bond Project List. These Bond List Revisions have been reviewed by the Chabot College President and Las Positas College Interim President and approved by the Vice Chancellor of Facilities/Bond Programs and Operations.

Agenda Item: 6.2
September 18, 2018
Page 2

Recommended Action: That the Board of Trustees review and approve the revisions to the Measure A Bond Project List, as presented. Original approval of the 2017 Measure A Priority Project List was completed on March 21, 2017.

Funding Source: Measure A

Owen Letcher / DA / 9-13-18
Submitted: Owen Letcher / Date

Susan A. Cota / 9/11/18
Approved: Susan A. Cota / Date

☒ APPROVED ☐ DISAPPROVED ☐ TABLED

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

September 18, 2018

Agenda Item: 6.3

Subject: Approval of Modification to the Existing Design/Build Contract with Balfour Beatty Construction for the New Academic Classroom Building 100, Las Positas College

Background: The Board approved the contract with Balfour Beatty Construction/ HMC Architects as the Design/Builder for the new Academic Building 100 and the Renovation of Building 700 at Las Positas College on June 16, 2015. This modification incorporates unforeseen site conditions, AV equipment adjustments and DSA required updates.

Current Approved Contract Amount	\$ 23,031,494
Modification for Building 100 - Addition	<u>\$ 252,616</u>
New Adjusted Contract Amount	\$ 23,284,110

Recommended Action: That the Board of Trustees approves the proposed Contract Modification to the existing Design/Build Contract with Balfour Beatty Construction/HMC Architects of Oakland, CA for the New Academic Building 100 and Renovation of Building 700 at Las Positas College in an amount not to exceed \$ 252,616. It is further recommended that the Board authorizes the Vice Chancellor, Business Services, to execute the modifications on behalf of the District.

Owen Letcher/DA/9-13-18
Submitted: Owen Letcher/Date

Susan A. Cota 9/11/18
Approved: Susan A. Cota/Date

☒ APPROVED ☐ DISAPPROVED ☐ TABLED

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

September 18, 2018

Agenda Item: 6.4

Subject: Adoption of Resolution No. 01-1819 – Authorizing Use of Design/Build Delivery Method for the Main Switchgear Replacement Project at Las Positas College

Background: The significant expansion of the Las Positas College facilities has rendered the main switchgear at Las Positas College obsolete. The Design/Build Delivery method offers many advantages to the District, particularly in terms of the early involvement of the contractor during the design phase. The replacement of the main switchgear will require experienced contractors working closely with the design team throughout the planning and design of the project.

The Design/Build Process also provides other benefits to the District:

- It establishes a single point of contact for both design and construction because the architect and engineering consultants work closely with the Design/Builder.
- It shifts risk to the design/build entity for errors and omissions in drawings and for associated construction costs.
- It allows early involvement during the design phase by the builder, i.e., it “adds construction practicality to design imagination.”
- The design/build entity negotiates subcontracts and, because it has a continuing relationship with the subcontractors, the subcontractors are often more reliable.
- It allows the District to negotiate a guaranteed maximum price for the finished project early in the process, and produces lower project costs for the District.

Education Code §81700 (AB 1000) requires that the Board of Trustees adopt a resolution authorizing use of the design-build project delivery method prior to completing the State-sanctioned prequalification process and issuing Requests for Proposals to prequalified design-build entities for projects delivered via the Design/Build Delivery Method.

Agenda Item: 6.4
September 18, 2018
Page 2

Recommended Action: That the Board of Trustees Adopt Resolution No. 01-1819
Authorizing Use of Design/Build Delivery Method for the Main Switchgear Replacement Project
at Las Positas College.

Funding Source: Measure A Bond Funds

Owen Letcher / DA / 9-13-18
Submitted: Owen Letcher / Date

Susan A. Cota / 9/11/18
Approved: Susan A. Cota / Date

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RESOLUTION NO. 01-1819

RESOLUTION AUTHORIZING USE OF DESIGN/BUILD DELIVERY METHOD FOR THE
MAIN SWITCHGEAR REPLACEMENT PROJECT
AT LAS POSITAS COLLEGE

WHEREAS, the Education Code §81700 authorizes community college districts, to use the design-build construction method on projects to realize the benefits of a design-build contract project delivery system which include an accelerated completion, cost containment, reduction of construction complexity, and reduced exposure to risk for the community college district; and

WHEREAS, Chabot-Las Positas Community College District has decided it is in the best interest of Las Positas College's students, faculty, staff and the facilities modernization program and the Main Switchgear Replacement Project at Las Positas College to utilize the design-build method of project delivery; and

WHEREAS, the Governing Board of the Chabot-Las Positas Community College District finds the use of the design-build delivery method an appropriate project delivery method which will provide benefits and features unavailable through traditional design-bid-build process for the Main Switchgear Replacement Project at Las Positas College;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT, that the Chabot-Las Positas Community College District Board of Trustees authorizes utilization of the design-build construction delivery method, as provided for under Education Code §81700, for the Main Switchgear Replacement Project at Las Positas College.

PASSED AND ADOPTED by the following roll call vote this 18th day of September, 2018:

AYES: DVORSKY, GELLES, GIN, MADULI, MITZMAN, RANDOLPH

NOES:

ABSENT: VECCHIARELLI

ABSTENTIONS:

9/18/18
Date

Haldin Dne
Secretary of the Board of Trustees of the
Chabot-Las Positas Community College District,
State of California, County of Alameda

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

September 18, 2018

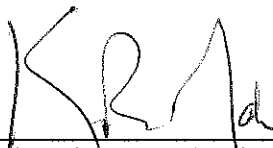
Agenda Item: 7.1

Subject: Acceptance of Grant Agreement No. 18-064-001 – California Community Colleges Chancellor's Office, District-Economic Development

Background: Chabot-Las Positas Community College District (CLPCCD) has been awarded a grant by the California Community Colleges Chancellor's Office (CCCCO) to serve as the fiscal agent for the Student Equity and Achievement Program. This program was designed to enable colleges to focus funds for student support services in areas that directly contribute to achieving the goals of the Vision for Success. CLPCCD's Department of Economic Development and Contract Education will create and administer contracts and provide fiscal oversight of the vendors and subcontractors required in the delivery of this program. There is a standard contract format utilized with vendors.

The award amount of the CCCCCO Agreement No. 18-064-001 is \$16,634,479. These funds are to be used to: 1. Provide support for various statewide committees, workgroups, and subcommittees; 2. Support and sponsor workshops, training and technical assistance, and other strategies for Student Success and Support Program (SSSP); and 3. Support special activities to enhance the SSSP by research and planning, assessment, multiple measures, and student success. The contract is for the term of September 1, 2018 to December 31, 2020. The effective date for this grant is September 19, 2018, upon approval by the Board of Trustees.

Recommended Action: That the Board of Trustees accepts the Grant Agreement No. 18-064-001 California Community Colleges Chancellor's Office, District-Economic Development in the amount of \$16,634,479, for the period of September 1, 2018 to December 31, 2020. It is further recommended that the Board authorize the Vice Chancellor, Business Services, to execute the agreement on behalf of the District.

 9-11-18
Submitted: Krista R. Johns/Date

 9/11/18
Approved: Susan A. Cota/Date



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CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

September 18, 2018

Agenda Item: 7.2

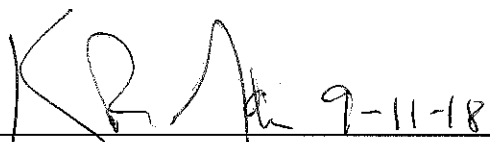
Subject: Acceptance of Grant Agreement No. 18-085-001 – California Community Colleges Chancellor's Office, District-Economic Development


Background: Chabot-Las Positas Community College District (CLPCCD) has been awarded a grant by the California Community Colleges Chancellor's Office (CCCCO) to serve as the fiscal agent for the Digital Innovation and Infrastructure Division's Application Student Personalization Services. The purpose of this grant is to build structure, processes, technologies, and practices that will create and promote a seamless experience with technology-enabled tools and services for our students to support them along their journeys from recruitment to completion.

Under the terms of this grant agreement, the role of fiscal agent requires the creation and implementation of contracts with vendors for services and technology purchases, and the processing of invoices against those contracts, as directed by the CCCCCO staff assigned to oversee this program. There is a standard contract format utilized with the vendors.

The award amount of the CCCCCO Grant Agreement No. 18-085-001 is \$2,000,000. The funding period for this grant is from July 18, 2018 to June 30, 2019. This grant will take effect on September 19, 2018, upon approval by the Board of Trustees.

Recommended Action: That the Board of Trustees accepts Grant Agreement No. 18-085-001 – California Community Colleges Chancellor's Office, District-Economic Development, in the amount of \$2,000,000, for the period ending June 30, 2019. It is further recommended that the Board authorize the Vice Chancellor, Business Services, to execute the agreement on behalf of the District.


Submitted: Krista R. Johns/Date


Approved: Susan A. Cota/Date

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CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

September 18, 2018

Agenda Item: 7.3

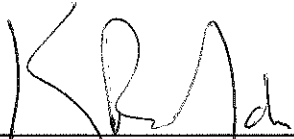
Subject: Acceptance of Grant Agreement No. 18-086-001 – California Community Colleges Chancellor's Office, District-Economic Development

Background: Chabot-Las Positas Community College District (CLPCCD) has been awarded a grant by the California Community Colleges Chancellor's Office (CCCCO) to serve as the fiscal agent for the Digital Innovation and Infrastructure Technical Assistance Providers. This program will leverage Technical Service Providers to evaluate, plan, implement or mature baseline functional frameworks and standards, train and coach resources, and manage continuous improvement efforts across the Educational Technology portfolio.

Under the terms of this grant agreement, the role of fiscal agent requires: the creation and implementation of contracts with vendors for data collection and reporting curriculum and program creation and distribution; technology purchases; and processing invoices against those contracts as directed by the CCCCCO staff assigned to oversee this program. There is a standard contract format utilized with the vendors.

The award amount of the CCCCCO Grant Agreement No. 18-086-001 is \$2,094,000. The funding period for this grant is from July 18, 2018 to June 30, 2019. The grant will take effect on September 19, 2018, upon approval by the Board of Trustees.

Recommended Action: That the Board of Trustees accepts Grant Agreement No. 18-086-001 – California Community Colleges Chancellor's Office, District-Economic Development, in the amount of \$2,094,000, for the period ending June 30, 2019. It is further recommended that the Board authorize the Vice Chancellor, Business Services, to execute the agreement on behalf of the District.

 9-11-18
Submitted: Krista R. Johns/Date

 9/11/18
Approved: Susan A. Cota/Date

☒ APPROVED ☐ DISAPPROVED ☐ TABLED

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

September 18, 2018

Agenda Item: 7.4


Subject: Acceptance of Grant Agreement for the 2018-19 Livermore Social Opportunity Endowment Funding between the City of Livermore and Chabot-Las Positas Community College District - Economic Development, Tri-Valley One-Stop Career Center

Background: City of Livermore Housing & Human Services Committee (HHSC) funds a number of community organizational projects through its annual grant program. The funding decisions are based on need as well as a priority of needs in the community, which include workforce development and job preparation.

The Tri-Valley One Stop (TVOS) has again been awarded an allocation of funds from the City of Livermore HHSC to provide job search services to the residents of the City. Services will include career counseling, resume writing and interviewing workshops, in addition to working with local employers. Services and outreach will be provided at the Livermore office as well as in the community as appropriate.

This year's award is in the amount of \$7,000 for the funded period of July 1, 2018- June 30, 2019. The agreement will take effect on September 19, 2018 upon Board approval.

Recommended Action: That the Board of Trustees accepts the Grant Agreement, for the 2018-19 Livermore Social Opportunity Endowment Funding between the City of Livermore and Chabot-Las Positas Community College District - Economic Development, Tri-Valley One-Stop Career Center in the amount of \$7,000. It is further recommended that the Board authorize the Vice Chancellor, Business Services, to execute the agreement on behalf of the District.

 9-11-18
Submitted: Krista R. Johns/Date

 9/11/18
Approved: Susan A. Cota/Date

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CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

September 18, 2018

Agenda Item: 7.5

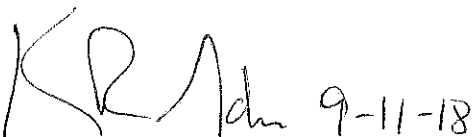
Subject: Approval of Contract for Title IV-E Training between County of Lake and Chabot Las Positas Community College District, District-Economic Development

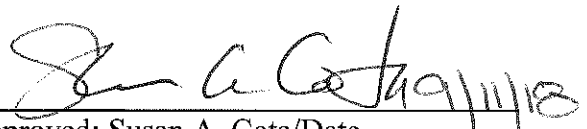
Background: Lake County's Department of Social Services Agency has contracted with the Chabot-Las Positas Community College District in the past to provide training to group home providers, resource families, foster family agencies and Social Services Agency staff located in Lake County. Lake County's Department of Social Services has requested that we provide these services again for the upcoming 2018-2019 fiscal year in the amount of \$1,000,000.

Under the terms of this agreement, CLPCCD will subcontract with an existing partner, Redwood Community Services as well as other vendors to deliver the training and provide consulting related to caring for out-of-home children and youth. There is a standard subcontract utilized with the subcontractors for this Agreement (see attached). We are also required to create and implement contracts with vendors for hosting workshops and provide other training services and supplies that qualify under this Agreement. There is a standard contract format utilized with vendors (see attached).

The contract requires in-kind match as part of the District's responsibility, which consists of the value of project related staffing, overhead and facilities costs.

Recommended Action: That the Board of Trustees approves the Contract for Title IV-E Training between County of Lake and Chabot-Las Positas Community College District, District-Economic Development, for the period September 19, 2018 through June 30, 2019, in the amount of \$1,000,000. It is further recommended that the Board authorize the Vice Chancellor, Business Services, to execute the Agreement on behalf of the District.


Submitted: Krista R. Johns/Date


Approved: Susan A. Cota/Date

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CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

September 18, 2018

Informational Item: 8.3

Subject: Report on Current Status of Board Policies and Administrative Procedures

This report presents the current status of Board Policies and Administrative Procedures for the District, and also presents a summary of the work done on Board Policies (BPs) and Administrative Procedures (APs) since each chapter was fully reviewed.

Current Status of BPs and APs

Chabot-Las Positas Community College District subscribes to the Community College League of California's Policy and Procedure Services (PPS). The PPS provides updates twice per year, identifying changes in law, regulation and accreditation standards, as well as technical edits and other necessary wording changes to policy. Under the guidance of the Vice Chancellor for Educational Services and Student Success, these are reviewed and implemented through policy and procedure changes. This process keeps policies current and up-to-date. As of this report, changes from PPS notifications are current. The November 2018 PPS notification should be reviewed in Spring 2019 for the next round of changes.

Regular (Cyclical) Review of BPs and APs

The District has adopted a multi-year schedule for regular examination of BPs and APs, to ensure they reflect the current regulatory and operational structure of CLPCCD. During a regular policy review under this cycle, the Chapter is reviewed in its entirety, with necessary revisions, deletions and additions made at that time. A scan of the current Board Policies and Administrative Procedures (together policies) reveals:

Chapter One- The District

Two policies (BP 1100 on 2-19-13; BP 1200 on 7-15-14) in this small chapter have been recently reviewed and updated. *The full Chapter should be reviewed in 2018-2019.*

Chapter Two- Board of Trustees

All of these policies were reviewed and updated in 2013. Since then, several policies have been further updated. *Should be reviewed 2019-2020.*

Chapter Three- General Institution

All of these policies were reviewed and updated in 2015. Since then, several policies have been further updated. *Should be reviewed 2021-2022.*

Chapter Four- Academic Affairs

All of these policies were reviewed and updated in 2014. Since then, several policies have been further updated. *Should be reviewed 2020-2021.*

Chapter Five-Student Services

All of these policies were reviewed and updated in 2014. Since then, several policies have been further updated. *Should be reviewed 2020-2021.*

Chapter Six- Business and Fiscal Affairs All of these policies were reviewed and updated in 2014 and 2015. Since then, several policies have been further updated. *Should be reviewed 2021-2022.*

Chapter Seven-Human Resources All of these policies were reviewed and updated in 2015. *HR policies are continuously reviewed and updated with changes noted by legal counsel. However, a full Chapter review is due 2022-2023.*

Changes to Individual Board Policies and Administrative Procedures

Since the Board Policies and accompanying Administrative Procedures (together policies) last underwent a regular Chapter review and update, there have been further changes to individual policies as the need was identified. Below find a listing of BP and AP changes since the last Chapter reviews, including through September 2018:

Chapter 2- Board of Trustees (2013)	Date	BP	AP
Election of Student Members	4-17-18	2105	2105
Agendas	12-5-17	2340	
Speakers	12-5-17	2350	
Presentation of Initial Collective Bargaining Proposals	8-18-15	2610	
Conflict of Interest	11-15-16		2710
Board Member Health Benefits	6-16-15	2730	
Board Member Travel	12-5-17	2735	
Chapter 3- General Institution (2015)			
Institutional Planning	12-6-16	3250	
	8-21-18	3250	
Total Cost of Ownership	12-6-16		3253
Public Records	12-5-17		3300
Nondiscrimination	12-6-16	3410	
	11-15-16		3410
	8-21-18	3410	
Prohibition of Harassment	12-6-16	3430	
	11-15-16		3430
	12-5-17	3430	
Discrimination and Harassment Complaints and Investigations	11-15-16		3435
	12-5-17		3435
Reporting of Crimes	4-18-17		3515
Child Abuse Reporting		3518	3518

Chapter 3, Continued	Date	BP	AP
Smoking on Campus	12-5-17		3570
Gifts	12-5-17	3820	
Speech: Time, Place and Manner	8-16-16	3900	
	8-16-16		3905
Chapter 4- Academic Affairs (2014)			
Program, Curriculum and Course Development	12-5-17	4020	
	9-19-18	4020	
Hours and Credits	9-19-18		4021
Articulation	12-5-17		4050
Work Experience	8-21-18		4103
Standards of Scholarship	8-21-18	4220	
Course Repetition	9-15-15	4225	
	12-6-16	4225	
	12-5-17		4225
Repeatable Courses	12-5-17		4227
Course Repetition- Significant Lapse of Time	12-5-17		4228
Course Repetition- Variable Units	12-5-17		4229
Grading and Academic Record Symbols	12-5-17		4230
	8-21-18		4230
Credit by Examination	12-5-17		4235
Academic Renewal	9-19-18	4240	4240
Probation, Dismissal and Readmission	7-19-16	4250	4250
	8-21-18	4250	4250
Field Trips and Excursions	12-5-17	4300	4300
Chapter 5- Student Services (2014)			
Students in the Military	12-5-17		5013
Residence Determination	12-5-17		5015
	8-21-18		5015
Nonresident Tuition	12-5-17		5020
Fees	8-21-18		5030
Student Records, Directory Information and Privacy	12-5-17		5040
Enrollment Priorities	12-5-17		5055
	8-21-18		5055
Course Adds and Drops	8-21-18		5075
Financial Aid	8-21-18		5130
Disabled Student Services and Programs	12-6-16	5140	
Shower Facilities for Homeless Students	5-16-17	5220	5220
Student Equity	8-21-18		5300
Standards of Student Conduct	8-16-16		5500
Student Discipline Procedures	8-16-16		5520
Student Rights and Grievances	8-16-16		5530
	9-19-18		5530

Chapter 6- Business and Fiscal Affairs (2014, 2015)			
Fiscal Management	12-6-16	6300	
	11-15-16		6300
Debt Management	8-21-18	6307	
Bids and Contracts	12-6-16	6340	
	11-15-16		6340
	8-21-18		6340
Informal Bids and Contracts	11-15-16		6345
Financial Audits	12-5-17		6400
Wireless or Cellular Telephone Use	12-5-17	6450	6450
Debt Issuance and Management	7-18-17	6720	
Parking	9-19-18		6750
Hazardous Materials	12-5-17		6850
Chapter 7- Human Resources (2015)			
Recruitment and Selection	12-6-16	7120	
Verification of Eligibility for Employment	12-5-17		7125
Confidential Employees	8-21-18		7240
Nepotism	12-6-16	7310	
	8-21-18	7310	
Communicable Disease	12-5-17	7330	
Certification of Freedom from Tuberculosis	12-5-17		7336
Leaves	12-5-17	7340	
Industrial Accident and Illness Leave	12-5-17		7343
Discipline and Dismissal- Academic Employees	12-6-16	7360	
Retiree Health Benefits	2-21-17	7380	
Travel	12-5-17	7400	7400
Volunteers	12-5-17		7500
Security Officers	12-6-16	7600	

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

September 18, 2018

Agenda Item: 8.4

Subject: Revisions to Administrative Procedures and Changes to Numbering of Certain Policies and Procedures for Clarity and Organization

Background:

A. As initially reported in August, 2018, the following Administrative Procedures have been amended and will take effect September 19, 2018.

Board Policy 4240, Academic Renewal. This revision came out of discussions at the districtwide governance Educational Support Services Committee. Board Policy 4240 is also being revised. The revision permits a student to apply for academic renewal at Chabot College or Las Positas College if they have completed equivalent coursework at another regionally accredited institution or at our colleges. Under existing policy, only units taken at one of our colleges could be used for academic renewal. This change is responsive to the common situation of students taking courses at multiple community colleges prior to completing their program of study, and also is supportive of student success by reducing the number of course units students might otherwise have to take.

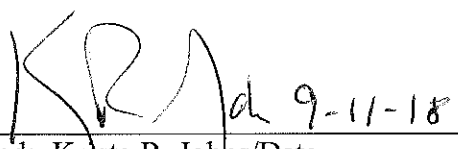
Administrative Procedure 5530, Student Rights and Grievances. This revision to procedure provides organization and clarity on the stages and requirements for student grievances. The need for revisions initially came to the Chancellor's Council from the Las Positas College Academic Senate.

B. The need for revision to Administrative Procedure 6750, Parking, came to the attention of District Facilities. This revision will take effect September 19, 2018.

Administrative Procedure 6750 Parking currently indicates that students with valid parking permits can park their electronic vehicles in the Electric Vehicle Charging Zone (EVCZ) and obtain electricity at no charge. Since the expiration of the grants which funded the electric vehicle charging stations, the maintenance and electricity currently results in expenses of over \$40,000 per year. The revision to procedure will permit the colleges to establish fees for charging services in order to recover costs. In addition, new language clarifies that electric vehicles are permitted to remain in the EVCZ only while the vehicle is charging. This permits additional cars to have access to the charging stations.

- C. There is the need to renumber the following Board Policies and Administrative Procedures to maintain appropriate organization and clarity.

Board Policy and Administrative Procedure Numbering Changes		
Chapter 1-The District		
Philosophy and Objective for Chabot College	BP 0010	BP 1410
Philosophy and Objective for Las Positas College	BP 0011	BP 1420
Academic Senate	BP 2014	BP 1210
Collegial Consultation	BP 2015	BP 1300
	AP 2015	AP 1300
Staff Participation in Collegial Consultation	BP 2017	BP 1310
Associated Students Participation in Collegial Consultation	BP 2018	BP 1320
Chapter 4- Academic Affairs		
Program Revitalization/Discontinuance	BP 4021	BP 4024
	AP 4021	BP 4024

 9-11-18
Submitted: Krista R. Johns/Date

 9/11/18
Approved: Susan A. Cota/Date

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CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

September 18, 2018

Agenda Item: 9.1

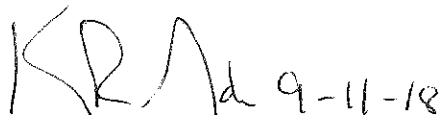
Subject: Second Reading and Adoption of Revised Board Policy 4020 Program, Curriculum, and Course Development, and Approval of the Accompanying New Administrative Procedure 4021 Hours and Units

Background

Recent regulatory changes in Title 5 require that community college districts have in place policies and procedures that identify the methods for calculation and application of learning hours to units. The Academic Senates of both colleges have approved the hours to units formulas and related requirements contained in revised Board Policy 4020, Program, Curriculum, and Course Development, and accompanying new Administrative Procedure 4021, Hours and Units.

Recommendation

That the Board of Trustees adopt Revised Board Policy 4020 Program, Curriculum, and Course Development, and approve the accompanying new Administrative Procedure 4021 Hours and Units


Submitted: Krista R. Johns/Date


Approved: Susan A. Cota/Date

☒ APPROVED ☐ DISAPPROVED ☐ TABLED

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

September 19, 2018

Agenda Item: 9.2

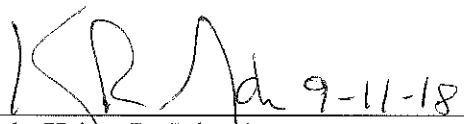
Subject: Second Reading and Adoption of Revised Board Policy 4240 Academic Renewal

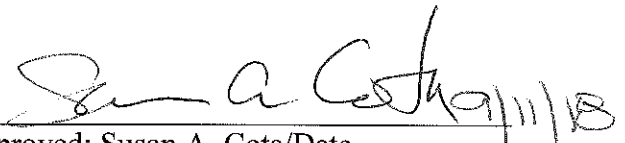
Background

This revision to policy and accompanying administrative procedure came out of discussions at the districtwide governance Educational Support Services Committee. The revision permits a student to apply for academic renewal at Chabot College or Las Positas College if they have completed equivalent coursework at another regionally accredited institution or at our colleges. Under the current policy, only units taken at one of our colleges could be used for academic renewal. This change is responsive to the common situation of students taking courses at multiple community colleges prior to completing their program of study, and also is supportive of student success by reducing the number of course units students might otherwise have to take.

Recommendation

That the Board of Trustees adopt Revised Board Policy 4240 Academic Renewal.


Submitted: Krista R. Johns/Date


Approved: Susan A. Cota/Date

☒ APPROVED ☐ DISAPPROVED ☐ TABLED