



# OFFICIAL COPY

## CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

### BOARD OF TRUSTEES REGULAR MEETING December 4, 2018—5:00 P.M.\*

District Office, 7600 Dublin Blvd., Dublin CA  
Board Room (3<sup>rd</sup> Floor)

*Teleconference with One Board Member: 993 Montevino, Pleasanton Ca 94566*

#### 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 Interim Chancellor (Government Code Section 54957)
- b. PENDING LITIGATION

**\*Board meeting will immediately adjourn to a Closed Session to end at 7:00 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.**

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

1.5 **PLEDGE TO FLAG**

1.6 **PUBLIC COMMENTS**

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

1.7 **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.

1.8 **PRESENTATION:** Financial Audit Report 2017-18

1.9 **PRESENTATION:** Vision for Success

(cc) 1.10 Approval of Minutes of November 13, 2018 Meeting

**2.0 REPORTS**

- 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 Governments-  
Student Senate of Chabot College  
Associated Students of Las Positas College

**3.0 PERSONNEL**

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

**4.0 EDUCATIONAL SERVICES**

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

**5.0 BUSINESS SERVICES**

- (cc) 5.1 Approval of Commercial Warrant Registers
- (cc) 5.2 Approval of Declaration of Surplus Property to be Sold at Public Auction Sale and Donation or Disposal of Any Items Not Sold
- (cc) 5.3 Approval of Annual Financial and Budget Report for the Chabot-Las Positas Community College District (CCFS 311A Annual Financial Report for Fiscal Year 2017-18 and Budget Report for Fiscal Year 2018-19)
- (cc) 5.4 Receive and File the Chabot-Las Positas Community College District Annual Financial and Compliance Audit for the Fiscal Year 2017-18

**6.0 FACILITIES PLANNING AND DEVELOPMENT**

- (cc) 6.1 Approval to Issue On-Call Professional Services Agreement with Ninyo & Moore for Geotechnical Observation and Testing Services at Las Positas College

- (cc) 6.2 Approval of Award of Bid No. 19-01, Fire Alarm System Voice Evacuation Upgrade, Chabot College

**7.0 ECONOMIC DEVELOPMENT/CONTRACT EDUCATION**

**8.0 INFORMATION AND DISCUSSION ITEMS (No Action)**

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

**9.0 OTHER ACTION**

**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 ADJOURNMENT**

**12.0 CLOSED SESSION—(Government Code Section 54954.5)**

- 12.1 Personnel  
12.2 Collective Bargaining  
12.3 Possible Litigation

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

Organization Meeting: December 17, 2019, 4:00 p.m. District Office

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

December 4, 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. Employment

Foster, Chad R., Audience Services Technician (2CHU12), 50%, 12 months/year, Range 33/1, \$24,253.50/annual, effective 12/05/18. This position is funded by generated revenue and therefore subject to continued renewal.

Keo, Sopermn (nmi), Audience Services Technician (2CHU13), 50%, 12 months/year, Range 33/1, \$24,253.50/annual, effective 12/05/18. This position is funded by generated revenue and therefore subject to continued renewal.

II. ASSIGNED TO LAS POSITAS COLLEGE

A. Employment

Anderson-Kelly, Adria L., Administrative Assistant, Admissions and Records (3CAR30), 100%, 12 months/year, Range 33/1, \$48,507.00/annual, effective 12/17/18.

Cazarez, Angelica D., Senior Administrative Assistant – Confidential, President's Office (3CPR10), 100%, 12 months/year, Range C410/5, \$72,248.00/annual, effective 12/05/18.

III. ASSIGNED TO DISTRICT OFFICE

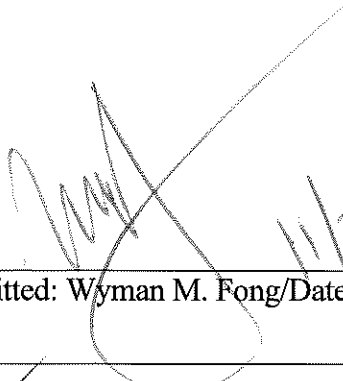
A. Employment


Xu, Xueyan (nmi), Accountant II (1CAC18), 100%, 12 months/year, Range 46/1, \$67,099.00/annual, effective 12/19/18. This position is grant/categorically funded and therefore subject to continued renewal.

B. Change to District Classification Plan

Add Financial Aid Outreach Specialist, Range 36, effective 12/05/18. This position is funded by categorical funds and therefore subject to continued renewal.

Add Senior Financial Aid Advisor, Range 42, effective 12/05/18. This position is funded by categorical funds and therefore subject to continued renewal.

  
Submitted: Wyman M. Fong/Date

  
Approved: Thomas M. Fallo/Date

APPROVED

DISAPPROVED

TABLED

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

December 4, 2018

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

Contract of Employment – First Year, January 14, 2019 – May 31, 2019

March, Christopher A., Instructor, Machine Tool Technology (2FTE16),  
Column/Step II/1, \$57,665.00/annual.

Pine Schoonmaker, Liisa M., Instructor, Welding Technology (2FTE14),  
Column/Step II/2, \$60,622.00/annual.

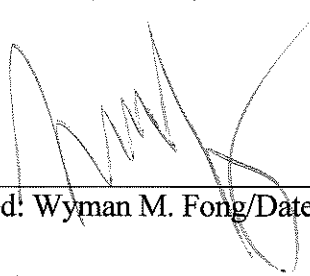
B. Pre-Retirement Reduction of Workload

Zuliani, Diane M., Instructor, Art History (2FHU08), reduce workload from  
100% to 80% starting Spring 2020, subject to CalSTRS approval.

II. ASSIGNED TO LAS POSITAS COLLEGE

A. Voluntary Transfer

Kutil, Craig A., Instructor, Mathematics (3FSM26) to Articulation Officer  
(3FIN01), Column/Step III/14, \$100,524.00/annual.

  
Submitted: Wyman M. Fong/Date

  
Approved: Thomas M. Fallo/Date

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CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

December 4, 2018

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. Adjustment of Administrative Assignment

Craig, Yvonne W., Director of Grants (2AMA02), from Range 15/6, \$110,787.00/annual, to Executive Director of Institutional Advancement (2AMA02) Range/Step 19/1, \$124,585.00/annual, effective 12/05/18 to 06/30/20.

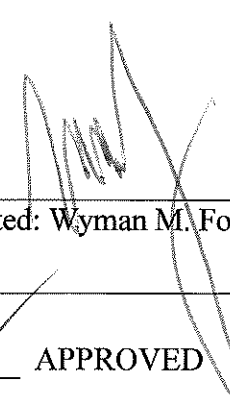
II. ASSIGNED TO DISTRICT OFFICE


A. Contract of Employment – December 5, 2018 to June 30, 2019

Garr, Michael D., Project Planner/Manager, Facilities (1ADA25), Range/Step 20/6, \$159,070.00/annual. This position is partially funded by Measure A and therefore subject to continued renewal.

B. Change to District Classification Plan

Modification of job title, duties and salary range from Director of Grants (2AMA02), Range 15 to Executive Director of Institutional Advancement (2AMA02), Range 19, effective 12/05/18.

  
Submitted: Wyman M. Fong/Date

  
Approved: Thomas M. Fallo/Date

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CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

December 4, 2018

Agenda Item: 3.4

Subject: Executive Personnel

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

I. ASSIGNED TO DISTRICT OFFICE

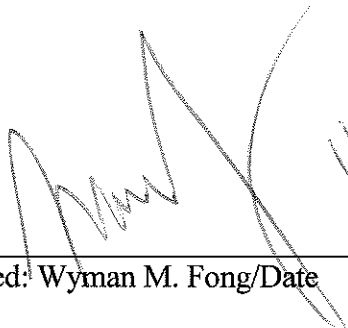
A. Contract of Employment – July 1, 2019 to June 30, 2021

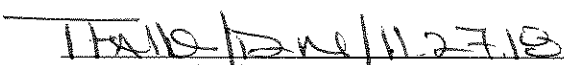
Gerhard, Ronald P., Vice Chancellor, Business Services (1EDA02),  
\$215,000.00/annual.\*

Griffin, Bruce T., Chief Technology Officer (1EDA04), \$205,000.00/annual.\*

Letcher, Owen L., Vice Chancellor, Facilities/Bond Programs and Operations  
(1AMN05), \$200,000.00/annual.\*

\*Range and Steps not applicable to Executive Personnel.

  
Submitted: Wyman M. Fong/Date

  
Approved: Thomas M. Fallo/Date

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CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

December 4, 2018

Agenda Item: 3.5

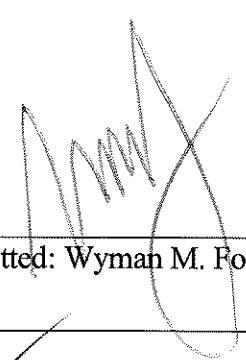
Subject: Approval of New Hourly Wages for Student Assistants


Background: Effective January 1, 2019, the State minimum wage will increase from \$11.00 per hour to \$12.00 per hour.

Category	Step 1
A	\$ 12.00
B	\$ 12.50
C	\$ 13.00

These changes will bring the District into compliance with the newly established State minimum wage.

Recommended Action: That the Board of Trustees approves the new hourly wage scale for the Student Assistants, effective January 1, 2019.

  
Submitted: Wyman M. Fong/Date

  
Approved: Thomas M. Fallo/Date

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## CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

December 4, 2018

Agenda Item: 4.1

**Subject:** Acceptance of a Grant Sub-Agreement between Solano Community College District (SCCD) and Chabot-Las Positas Community College District in support of the “Business and Entrepreneurship Sector Navigator” (SCCD Award No.: 18-151-010), Las Positas College

Background: Las Positas College has been awarded a \$7,300 Business and Entrepreneurship Sector Navigator Grant from the California Community Colleges Chancellor’s Office, Division of Workforce and Economic Development, to disseminate funds to community colleges to implement the “Faculty Entrepreneurship Champion Mini-grant Project,” for faculty sponsored projects related to small business and entrepreneurship.

Entrepreneurs and small business owners are critical to California’s economic development as contributors to innovation and new job growth. The Small Business Sector collaborates with industry and education to improve and expand business and entrepreneurial curriculum. The end result is a job-ready workforce and entrepreneurial leaders to ensure California’s economic growth and global competitiveness.

Las Positas College is long overdue for an up-to-date Entrepreneurship Program. A contemporary, experiential Entrepreneurship Program will appeal to a broad audience—new graduates, continuing students, returning students, and the local community seeking professional development opportunities. The new program will attract those pursuing a degree or simply seeking to increase their knowledge and improve their skills, abilities, and competencies. Course content will help students upgrade their skills for possible career advancement and give them foundational skills to launch or expand a business.


With the Business and Entrepreneurship Sector Navigator Grant, business faculty will work with students, staff, industry experts, and business leaders to plan, write, and approve updated Entrepreneurship curriculum, which will include a work-based learning/internship component, an emphasis on the entrepreneur mindset, and classes that align with the gig economy.

Funding for the project is in the amount of \$7,300 for the funding year 2018-2019, for the period beginning November 1, 2018 through June 30, 2019, but no activities under the grant will be undertaken prior to Board approval of the agreement. The funding cannot be renewed.

Agenda Item: 4.1  
December 4, 2018  
Page 2

Recommended Action: That the Board of Trustees accepts the Grant Sub-Agreement between Solano Community College District and Chabot-Las Positas Community College District in support of the "Business and Entrepreneurship Sector Navigator" (SCCD Award No.: 18-151-010), Las Positas College in the amount of \$7,300 for the performance period of November 1, 2018 through June 30, 2019. It is further recommended that the Board authorize the Vice Chancellor, Business Services, to execute the grant agreement on behalf of the District.

  
Submitted: Ronald P. Gerhard /Date 11/28/18

  
Approved: Thomas M. Fallo /Date 11/28/18

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CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

December 4, 2018

Agenda Item: 4.2

Subject: Approval to Travel Abroad – International Forensics Associations Tournament to Berlin, Germany, Chabot-Las Positas Community College District, Las Positas College

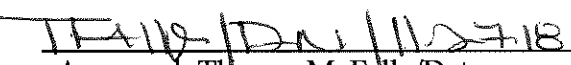
Background: Las Positas College forensics team, LPC Talk Hawks, has been invited to participate in the International Forensics Association Tournament in Berlin, Germany, March 8-17, 2019. The purpose of this trip is to expose our students to the highest caliber of competition from both the United States as well as foreign institutions. The learning and cultural exposure that comes from participation at these international competitions far outweighs the educational opportunities that are provided from similar tournaments held here in the Bay Area. We continue to have competitors awarded scholarships from 4-year institutions as a direct result of their participation (and success) at this tournament.

Since 2006, the Las Positas College Talk Hawks have participated in this esteemed competition ten times, including trips to the Czech Republic, Argentina, Canada, Italy, Belgium, France, Spain, Austria, and Peru and have won many international championship awards. In 2017, the Talk Hawks had the International Champion in Persuasive Speaking and Communication Analysis and placed 2<sup>nd</sup> overall in the Community College Division. We also earned International Championships in After Dinner Speaking, Prose Interpretation, and Duo Interpretation. In 2007 and 2016, the Talk Hawks finished as the top two-year institution at the tournament. In 2009 and 2016, the Talk Hawks finished 2<sup>nd</sup> Place overall at the competition.

Board Policies 4300 (Field Trips) and 4027 (Travel Study Program), Administrative Rules and Procedures, and materials from our insurance broker have been reviewed. The District is in compliance with each of these and has secured all necessary and required waivers.

Recommended Action: That the Board of Trustees approves the proposed Travel Abroad for the International Forensics Association Tournament to Berlin, Germany, 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 appropriate documents pertaining to this event on behalf of the District.

  
Submitted: Ronald P. Gerhard /Date 11/28/18

  
Approved: Thomas M. Fallo /Date 11/27/18

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CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

December 4, 2018


Agenda Item: 4.3

Subject: Approval of Agreement –Angels Hospice with Chabot-Las Positas Community College District for Nursing and Medical Assisting Health Programs, Chabot and Las Positas College

Background: This is new clinical affiliation for educational health programs. In the past we have approved other clinical facilities like Alzheimer’s of East Bay, and Pathways, and George Mark Hospice Care. This facility would provide practical clinical experience for students of the Chabot-Las Positas Community College District in educational health programs.

Requirements of the programs are for students to gain clinical experiences outside the standard classroom setting. This contract meets all programmatic accreditor’s requirements for clinical facilities for the Health Programs. As a contribution to community health education, Angels Hospice would like to continue to provide students the opportunity to gain practical clinical experiences at their Facility. The Facility will continue to be an active partner in supporting healthcare education through the provision of clinical placements for healthcare education program students from Chabot College and Las Positas College for a five-year agreement; December 5, 2018 through December 31, 2023 unless terminated within 30 days by either party.

Recommended Action: That the Board of Trustees approves the proposed agreement with Angels Hospice with Chabot-Las Positas Community College District for Nursing and Medical Assisting Health Programs, Chabot and Las Positas College for the five-year term commencing December 5, 2018 through December 21, 2021 unless terminated within 30 days by either party. It is further recommended that the Board authorize the Vice Chancellor, Business Services, to execute the agreement on behalf of the District.

  
Submitted: Ronald P. Gerhard /Date 11/25/18

  
Approved: Thomas M. Fallo/Date 11.27.18

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CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

December 4, 2018

Agenda Item: 4.4


Subject: Approval of Amendment to the California Department of Education Contract for the California State Preschool Program, Chabot-Las Positas Community College District (Contract No. CSPP-8007: Amendment 01)

Background: On July 17, 2018, the Board of Trustees approved Contract CSPP-8007 with the California Department of Education for the California State Preschool Program to provide Early Childhood Education Services at the Chabot ECD Lab School and Las Positas ECD Lab School. Funds support the Child Development State Preschool Program, which provides preschool services for eligible student and community families. The Children's Center also provides a critical link in facilitating and enhancing early childhood teacher education efforts by providing a working model to reflect best practices in the field.

Chabot-Las Positas Community College District has received an unsolicited augmentation from 49.10 Maximum Rate per child day of enrollment to \$51.84 Maximum Rate per child day of enrollment. The augmented amount brings the total for the period beginning July 1, 2018 through June 30, 2019 to \$759,985.

Recommended Action: That the Board of Trustees approves the Amendment to the California Department of Education Contract for the California State Preschool Program, Chabot-Las Positas Community College District (Contract No. CSPP-8007: Amendment 01) for the Maximum Reimbursement amount of \$759,985, effective December 5, 2018 through June 30, 2019. It is further recommended that the Board authorize the Vice Chancellor, Business Services, to execute the contract on behalf of the District.

  
Submitted: Ronald P. Gerhard /Date 11/28/18

  
Approved: Thomas M. Fallo /Date 11/28/18

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## CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

December 4, 2018

Agenda Item: 4.5

**Subject:** Approval of Agreement with the California Department of Education for the California Early Childhood Mentor Program, and associated subcontracts with Community Colleges, Chabot-Las Positas Community College District, Chabot College

Background: The California Early Childhood Mentor Program has been contracted under the California Department of Education for 22 years. The Mentor Program was developed at Chabot in 1988 with the support of private foundations. It relocated to City College of San Francisco (CCSF) in 2001 but moved back to Chabot on August 1, 2013. The program offers a unique strategy to improve the quality of early care and education through building a mechanism to train and retain qualified staff.

The program selects and provides advanced training to experienced ECE teachers and Directors who become Mentors. Mentor teachers then earn stipends for using their classroom as an environment to train student teachers. Director mentors work with current or aspiring Early Childhood Directors to enhance the leadership and program quality in the field. The student teachers earn community college, university or high school credit for a practicum completed under the guidance of the Mentor. Both the availability of compensation and ongoing training contribute to improving the quality of early care and education in the mentor's and the student teacher's classrooms.

The program makes it possible for early childhood students to complete their Practicum course (included in the Curriculum Alignment Project's (CAP) Lower Division Eight). The Practicum course is part of the degrees offered by all 104 partner community colleges. The Board of Trustees has previously approved this contract and its accompanying subcontracts beginning April 16, 2013 and subsequently each year since the agreement came back in 2013 with Chabot College, Chabot-Las Positas Community College District acting as the lead fiscal agent. The agreement authorizes Chabot College, Chabot-Las Positas Community College District, to subcontract with 104 California Community Colleges. The subcontracts are in accordance with the program details and budget outlined in the award. A template of the subcontract has been attached for review and approval.

This agreement is being executed as of December 5, 2018 for the contract term of August 1, 2018-June 30, 2020. The amount of this agreement is not to exceed \$5,842,590.00 and authorizes CLPCCD-Chabot College to subcontract with 104 California Community Colleges to satisfy the terms of the agreement.



Agenda Item: 4.5  
December 4, 2018  
Page 2

Recommended Action: That the Board of Trustees approves the proposed Agreement with the California Department of Education for the California Early Childhood Mentor Program, for the agreement term of August 1, 2018 through June 30, 2020, in the amount of \$5,842,590. It is further recommended that the Board authorizes Vice Chancellor, Business Services, to execute the Agreement and associated subcontracts with Community Colleges on behalf of the District.

  
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Submitted: Ronald P. Gerhard /Date 11/28/18

  
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Approved: Thomas M. Fallo /Date 11/28/18

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CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

December 4, 2018

Agenda Item: 4.6


Subject: Approval of Agreement – Tiburcio Vasquez Health Center for the Student Health Center, Chabot College

Background: This is a new agreement with Tiburcio Vasquez Health Center to operate the Student Health Center at Chabot College for a fee of \$405,000 for the period January 1, 2019 to December 31, 2019. The costs of these services are paid from the Student Health Fee.

The Board of Trustees has previously approved Student Health Center agreements for the college on June 19, 2018, under item 4.9, August 15, 2017, under item 4.5, August 16, 2016, under item 5.4, May 19, 2015 under item 4.7, July 15, 2014 under item 4.12, June 25, 2013, under item 5.12, August 21, 2012 under item 5.5, June 28, 2011 under item 5.8, July 20, 2010 under item 5.8, May 20, 2008 under item 5.4b, June 26, 2007 under 5.3b, and July 18, 2006 under 5.8.

Recommended Action: That the Board of Trustees approves the agreement with Tiburcio Vasquez Health Center in the amount of \$405,000 with Chabot College, for the period of January 1, 2019 to December 31, 2019. It is further recommended that the Board authorize the Vice Chancellor, Business Services to execute the agreement on behalf of the District.

 11/28/18  
Submitted: Ronald P. Gerhard /Date

 11/28/18  
Approved: Thomas M. Fallo/Date

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APPROVED                       DISAPPROVED                       TABLED

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

December 4, 2018

Agenda Item: 4.7

Subject: Approval of Memorandum of Understanding (MOU) – Umoja Community, Education Foundation of California, Chabot College

Background: The purpose of this agreement is to partner with the Umoja Community Education Foundation to serve as a critical resource dedicated to enhancing the cultural and educational experiences of African American and other educationally disadvantaged students. Umoja will provide Statewide Summer Learning Institute to train with faculty from different Community Colleges on best practices in regards to serving students of color and provide ongoing training.

This MOU sets forth the relationship and obligations between Umoja Community Education Foundation, a California nonprofit benefit corporation, also known as the Umoja Community Colleges and Chabot College effective from the date signed through June 30, 2019 and will automatically renew for subsequent one-year terms for no more than five years, unless terminated at an earlier date.

Recommended Action: That the Board of Trustees approves the proposed Memorandum of Understanding (MOU) with Umoja Community Education Foundation of California and Chabot College effective the date signed through June 30, 2019 and subsequent one year terms for no more than five years, unless terminated. It is further recommended that the Board authorize the Vice Chancellor, Business Services, to execute the MOU on behalf of the District.

  
Submitted: Ronald P. Gerhard /Date 11/28/18

  
Approved: Thomas M. Fallo/Date 11/28/18

APPROVED

DISAPPROVED

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CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

December 4, 2018

Agenda Item: 4.8

Subject: Adoption of Resolution No. 03-1819—Vision for Success Goals

Background: The California Community Colleges Board of Governors adopted system goals for student success in 2017 as part of the Vision for Success. These goals are, within five years, to:


1. Increase by at least 20 percent the annual number of CCC students who acquire associate degrees, credentials, certificates, or specific skill sets that prepare them for in-demand jobs.
2. Increase by 35 percent the number of CCC students system-wide transferring annually to a UC or CSU.
3. Decrease the average number of units accumulated by CCC students earning an associate’s degree, from approximately 87 total units (the most recent system-wide average) to 79 total units.
4. Increase the percent of exiting CTE students who report being employed in their field of study, from a statewide average of 69 percent to 76 percent.
5. Reduce equity gaps across all of the above measures by 40 percent within 5 years and closing those achievement gaps for good within 10 years.
6. Reduce regional achievement gaps across all of the above measures, with the ultimate goal of closing regional achievement gaps for good within 10 years.

The trailer bill accompanying the 2018-2019 California State Budget included a requirement that the governing board of each community college district shall certify it will do all the following, no later than January 1, 2019:

- (i) Adopt local goals for the community college district that are aligned with the system wide goals identified in the Vision for Success, as adopted by the Board of Governors of the California Community Colleges in 2017.
- (ii) Align its district Comprehensive Plan pursuant to paragraph (9) of subdivision (b) of Section 70901 with these adopted local goals and align its budget with the Comprehensive Plan.

Chabot-Las Positas Community College Board of Trustees, Chancellor, and members of Chabot College and Las Positas College wish to comply with the requirements of law and the system wide Vision for Success goals.

Recommended Action: That the Board of Trustees adopts the proposed Resolution No. 03-1819— Vision for Success Goals.

  
Submitted: Ronald P. Gerhard/Date 11/28/18

  
Approved: Thomas M Fallo/Date 11/28/18

APPROVED  DISAPPROVED  TABLED

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

RESOLUTION NO. 03-1819  
ADOPTION OF VISION FOR SUCCESS GOALS

WHEREAS, the California Community Colleges Board of Governors adopted system goals for student success in 2017 as part of the Vision for Success;

WHEREAS, these goals are, within five years, to:

1. Increase by at least 20 percent the annual number of CCC students who acquire associate degrees, credentials, certificates, or specific skill sets that prepare them for in-demand jobs.
2. Increase by 35 percent the number of CCC students system-wide transferring annually to a UC or CSU.
3. Decrease the average number of units accumulated by CCC students earning an associate's degree, from approximately 87 total units (the most recent system-wide average) to 79 total units.
4. Increase the percent of exiting CTE students who report being employed in their field of study, from a statewide average of 69 percent to 76 percent.
5. Reduce equity gaps across all of the above measures by 40 percent within 5 years and closing those achievement gaps for good within 10 years.
6. Reduce regional achievement gaps across all of the above measures, with the ultimate goal of closing regional achievement gaps for good within 10 years.

WHEREAS, the trailer bill accompanying the 2018-2019 California State Budget included a requirement that the governing board of each community college district shall certify it will do all the following, no later than January 1, 2019:

- (i) Adopt local goals for the community college district that are aligned with the system wide goals identified in the Vision for Success, as adopted by the Board of Governors of the California Community Colleges in 2017.
- (ii) Align its district Comprehensive Plan pursuant to paragraph (9) of subdivision (b) of Section 70901 with these adopted local goals and align its budget with the Comprehensive Plan;

WHEREAS, the impacts on CLPCCD from the newly adopted state funding model are not fully known and there are concerns about consequences and effect on the ability to serve students well for which sufficient levels of state funding are required;

WHEREAS, the Chabot-Las Positas Community College Board of Trustees, Chancellor, and members of Chabot College and Las Positas College wish to comply with the requirements of law and the system wide Vision for Success goals;

NOW THEREFORE, be it resolved that:

1. The Board of Trustees hereby endorses and registers its support for the system wide Vision for Success Goals;
2. The Chabot-Las Positas Community College District hereby establishes 5-year local goals in alignment with the Vision for Success and state funding-related student success measures as follows:
  - a. Increase within the district by at least 20 percent the annual number of students who acquire associate degrees, credentials, certificates, or specific skill sets that prepare them for in-demand jobs.

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

RESOLUTION NO. 03-1819  
ADOPTION OF VISION FOR SUCCESS GOALS

- b. Increase within the district by 35 percent the number of students transferring annually to a UC or CSU.
  - c. Decrease the average number of units accumulated by students earning an associate's degree in the district to 79 or fewer.
  - d. Increase to 76 percent or more, the percent of career education (CTE) students who report being employed in their field of study upon exiting a college in the district.
  - e. Reduce equity gaps across all of the above measures by 40 percent with the goal of fully closing those achievement gaps within 10 years.
3. The Chabot-Las Positas Community College District further commits it will participate in state and regional efforts to eliminate regional achievement gaps across the Vision for Success measures.
  4. In establishing its 5-year local goals, the District demonstrates its alignment with the system wide Vision for Success goals by matching them.
  5. The 5-year local goals will be integrated into the District's Strategic Priorities and thus will be part of the Chabot-Las Positas Community College District Comprehensive Plan, informing other district and college goals and plans.
  6. The annually developed District Budget will continue to be aligned with the District Comprehensive Plan, including the 5-year local Vision for Success goals as integrated into the District's Strategic Priorities.

PASSED AND ADOPTED by a roll call vote this day of December, 2018, by the Board of Trustees of the Chabot-Las Positas Community College District of Alameda County, State of California.

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


NOES:

ABSENT:

ABSTENTIONS:

I, Secretary of the Governing Board of Chabot-Las Positas Community College District of Alameda County, State of California, certify that the foregoing is a full, true and correct copy of a resolution adopted by the said Board at a regular meeting thereof held at a regular public place of meeting and the resolution is on file in the office of said Board.

12/4/18  
Date \_\_\_\_\_

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

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

December 4, 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>
10/31/2018	10038769, 10038929 Cancelled Warrants	\$	(2,600.92)
11/1/2018	10038974 - 10039044 Commercial Warrants	\$	460,484.31
11/2/2018	10039045 - 10039286 Commercial Warrants		1,372,189.10
	10039287 Commercial Warrants		3,000.00
	10039288 - 10039304 Commercial Warrants		161,750.32
	10039305 Commercial Warrants		12,000.00
	10034809 Cancelled Warrant		(2,900.00)
11/8/2018	10039306 - 10039448 Commercial Warrants		1,151,718.80
	10039449 - 10039452 Commercial Warrants		179,737.16
	10039453 - 10039467 Commercial Warrants		70,869.57
	10039468 Commercial Warrants		3,000.00
	10032636 Cancelled Warrant		(250.00)
11/14/2018	10039469 - 10039781 Commercial Warrants		83,580.70

Agenda Item: 5.1  
 December 4, 2018  
 Page 2

<u>Date</u>	<u>Warrant Numbers</u>	<u>Amount</u>
11/20/2018	10039782 - 10039902	2,008,178.09
	Commercial Warrants	
	10039903	4,389.24
	Commercial Warrants	
	10039904 - 10039928	646,869.37
	Commercial Warrants	
	10039929 - 10039931	214,175.28
	Commercial Warrants	
	10038445	(414.00)
	Cancelled Warrant	
	SUBTOTAL	\$ 6,365,777.02
11/30/2018	43 - 53	417,122.48
	ACH Payments	
	TOTAL	\$ 6,782,899.50

 11/28/18       11/28/18  
 Submitted: Ronald P. Gerhard / Date      Approved: Thomas M. Fallo / Date

APPROVED       DISAPPROVED       TABLED



CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

December 4, 2018

Agenda Item: 5.2


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 desires to dispose of personal property that is no longer of value or use to the instructional or administrative needs of the District. In this case, the current listing includes: office furniture, automobile, computer, office, medical, instructional, and athletic equipment from the District Office 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 is 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.

  
Submitted: Ronald P. Gerhard/Date 11/28/18

  
Approved: Thomas M. Fallo/Date 11/28/18

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APPROVED                       DISAPPROVED                       TABLED

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

December 4, 2018


Agenda Item: 5.3


Subject: Approval of Annual Financial and Budget Report for the Chabot-Las Positas Community College District (CCFS 311A Annual Financial Report for Fiscal Year 2017-18 and Budget Report for Fiscal Year 2018-19)

Background: California Code of Regulations requires that each Community College District prepare and submit the Annual Financial and Budget Report by October 10 each year. The Annual Financial and Budget Report for the Chabot-Las Positas Community College District has been prepared in accordance with the California Code of Regulations. In accordance with the California Code of Regulations, Section 58305(d) a copy of this report was certified and submitted to the Chancellor's Office on or before October 10, 2018.

The reconciliation between the Annual Financial and Budget Report and the District's Audited Financial Statements will be included in the "Supplemental Information" section of the District's Audited Financial Statements under the heading "Reconciliation of Annual Financial and Budget Report (CCFS-311) with Fund Financial Statements". This reconciliation will identify reclassifications and adjustments which occurred during the Annual Audit.

Recommended Action: That the Board of Trustees acknowledges certification of the Annual Financial and Budget Report (CCFS 311A) for the Chabot-Las Positas Community College District.

 11/28/18  
Submitted: Ronald P. Gerhard/Date

 11/28/18  
Approved: Thomas M. Fallo/Date

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APPROVED                       DISAPPROVED                       TABLED

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

December 4, 2018

Agenda Item: 5.4

Subject: Receive and File the Chabot-Las Positas Community College District Annual Financial and Compliance Audit for the Fiscal Year 2017-18


Background: The June 30, 2018 annual audit report is being presented to the Board of Trustees for review and acceptance. This annual financial and compliance audit is required under Education Code 84040 and provides for an examination of the District's annual financial statements to assess their fairness and reliability.

The unqualified audit opinion rendered by Crowe Horwath, LLP communicates that the District's financial statements, as presented within the audit report, present fairly the financial position of the District for the fiscal year ended June 30, 2018. The management discussion and analysis section of the audit report, beginning on page 3, contains an executive summary of the results of operations for the fiscal year ending June 30, 2018.

Section 13e of the U.S. Office of Management and Budget Circular A-128, Audits of State and Local Governments, also requires that the audit report be made available by the State or local government for public inspection within thirty days after the completion of the audit.

Upon approval of this action, the District's audited financial statements will be filed with: California Community College Chancellor's Office, California Department of Education, California Department of Finance, California Department of Social Services, submitted to the federal online repository, and the County of Alameda.

Recommended Action: That the Board of Trustees receive and file the Chabot-Las Positas Community College District Annual Financial and Compliance Audit for the Fiscal Year 2017-18.

  
Submitted: Ronald P. Gerhard/Date 11/28/18

  
Approved: Thomas M. Fallo/Date 11/28/18

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APPROVED                       DISAPPROVED                       TABLED

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

December 4, 2018

Agenda Item: 6.1


Subject: Approval to Issue On-Call Professional Services Agreement with Ninyo & Moore for Geotechnical Observation and Testing Services at Las Positas College

Background: October 18, 2017, the District created a pool of fifty-seven (57) qualified professional organizations to provide architectural, engineering design and related services to support the implementation of the District's Bond programs.

Ninyo & Moore has submitted a proposal to provide field and laboratory and information in order to assess compliance with the project plans and specifications. The Academic Building 1000 project requires this service to be performed as specified in the contract documents. The estimated fee for these specialized services is \$232,129.

Recommended Action: That the Board of Trustees approve issuance of an On-Call Professional Services Agreement with Ninyo & Moore of Oakland, CA for Geotechnical Observation and Testing Services at Las Positas College in an amount not to exceed \$232,129. It is further recommended that the Board authorize the Vice Chancellor, Business Services, to execute the agreement and any future augmentations or amendments to the agreement on behalf of the District.

Funding Source: Measure B Bond Funds

  
Submitted: Owen Letcher/Date

  
Approved: Thomas M. Fallo/Date

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APPROVED                       DISAPPROVED                       TABLED

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

December 4, 2018

Agenda Item: 6.2

Subject: Approval of Award of Bid No. 19-01, Fire Alarm System Voice Evacuation Upgrade, Chabot College

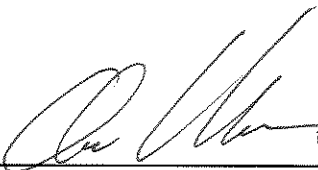
Background: The invitation for bid was in accordance with state public bidding requirements. On October 2, 2018 and October 3, 2018 mandatory bid walks were held and attended by seven (7) interested parties. The public bid opening held at the District Office on October 18, 2018 resulted in the following base bid amounts:

<b>Bidder</b>	<b>City</b>	<b>Bid Amount</b>
Pacific Power & Systems, Inc.	Fairfield	\$2,310,900.00
FE Controls	Fremont	\$2,348,319.00
GLS, Inc.	San Jose	\$3,542,457.00

An evaluation of the apparent lowest bidder, results in a recommendation to award to Pacific Power & Systems, Inc. of Fairfield, CA as the lowest responsible and responsive bidder.

Recommended Action: That the Board of Trustees approves the proposed Award of Bid No. 19-01, Fire Alarm System Voice Evacuation Upgrade, Chabot College to Pacific Power & Systems, Inc. of Fairfield, CA, in an amount not to exceed \$2,310,900.00. It is further recommended that the Board authorize the Vice Chancellor, Business Services, to execute the contract and any future augmentations or amendments to the purchase order on behalf of the District.

Funding Source: Measure A Bond Funds

  
Submitted: Owen Letcher/Date 11/28/18

  
Approved: Thomas M. Fallo/Date 11/28/18

APPROVED                       DISAPPROVED                       TABLED