

**CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
ADJOURNED/WORKSHOP MEETING**

**MINUTES
June 7, 2005**

PLACE

Chabot-Las Positas Community College District, Chabot College, 25555 Hesperian Boulevard, Hayward, California 94545.

CALL TO ORDER

The meeting was called to order at 7:30 p.m. Recording Secretary Beverly Bailey called the roll. Mr. Vecchiarelli, Dr. Lewis and Mr. Sharifi were absent at the time of roll.

ATTENDANCE

Members Present: Dr. Arnulfo Cedillo
 Mr. Gary R. Craig
 Mrs. Isobel F. Dvorsky
 Mr. Donald L. "Dobie" Gelles
 Dr. Barbara F. Mertes
 Ms. Brigitte Kouakou
 Mr. Norullah Sharifi (arrived 7:50 p.m.)

Members Absent: Dr. Alison S. Lewis
 Mr. Carlo Vecchiarelli

Recording Secretary: Mrs. Beverly Bailey

Managers Present: Dr. Joel Kinnamon, Acting Chancellor
 Dr. Robert Carlson, President, Chabot College
 Mrs. Pam Luster, Las Positas College
 Mrs. Jennifer Aries
 Mr. Anthony Gutierrez
 Ms. Kathleen Kaser
 Mr. Robert Kratochvil
 Ms. Melinda Matsuda
 Mrs. Jeannine Methe
 Mr. Donald Milanese
 Ms. Anita Morris
 Dr. Ronald Taylor

Others Present: Mr. Chad Mark Glen, President, Chabot College Faculty Senate
Mr. Nolan Howe, Follett/Las Positas College Bookstore
Ms. Kim Kerrigan, ValleyCare Health Systems/Las Positas College Health Center
Mr. Svend laRose
Mr. Mark Palomar
Mrs. Sophie Rheinheimer, President, Las Positas College Faculty Senate
Mr. Todd Steffan, President Elect, Las Positas College Classified Senate
Mr. Jason Teramoto, President, Las Positas College Associated Students

PUBLIC COMMENTS

Mr. Svend laRose, a Chabot College student, spoke to the Board regarding his concern with the \$2 million budget shortfall and the rumor of cutting Forensics and Theater Arts Programs. He urged the Board not to cut these programs and perhaps consider the long term ability of the College to attract a quality student body.

ADMINISTRATION OF OATH OF OFFICE – STUDENT TRUSTEE

President Mertes administered the Oath of Office to Chabot College Student Trustee Brigitte Kouakou.

INTRODUCTION

Mr. Craig introduced Mr. Mark Palomar, an observer at tonight's meeting. Mr. Palomar is working on a merit badge for his Eagle Scout rank by attending a public meeting.

PRESENTATION: HEALTH CENTERS

Chabot College: Ms. Melinda Matsuda introduced Mr. Anthony Gutierrez, Director of Student Life.

Mr. Gutierrez gave a presentation on the services offered through the Chabot College Student Health Center, which opened in 2003. Chabot College has partnered with St. Rose Hospital and Planned Parenthood to provide services to students. He explained that the center provides non-emergency urgent care, preventative care, routine health services and lifelong health education. The center provides at no or low cost, over the counter medications, immunizations, physical examinations, health education, reproductive

health services and many additional services. The center also offers limited mental health services to students who request to meet with a counselor. Mr. Gutierrez reported that during the 2004-05 year, 2,156 students utilized the Health Center—an increase of over 60% from the previous year in which 1,315 students visited the Center.

Mr. Gutierrez reported that he has been invited to participate on the California State University, East Bay Alcohol, Tobacco and Other Drugs Council. It is his hope that this will help form a relationship with other community agencies. He also reported that over the summer months he will be meeting with representatives from the Tiburcio Vasquez Health Center in hopes of building a bridge from their center to Chabot's center.

It was the consensus of the Board that the services offered through the center are imperative and hope to see the services expanded.

Mr. Gelles requested that at a later date a visual presentation be given at a Board Meeting.

Dr. Cedillo offered his assistance in working with the Tiburcio Vasquez Clinic, having at one time been on their Board. He also stressed the importance and need for mental health services. He suggested the possibility of an internship program partnering with Alliant International University in San Francisco (previously California School of Professional Psychology in Alameda).

Las Positas College: Ms. Pam Luster reported that some of the hallmarks of the work Las Positas has done the last couple of years has been centered around mental health. She reported that they are constantly surprised by the number of students that are in need of mental health services on a regular basis. Ms. Luster introduced Ms. Kim Kerrigan, Nurse Practitioner and Director of the Las Positas College Health Center.

Ms. Kerrigan gave a presentation on the services offered at the Las Positas College Health Center through a partnership with ValleyCare Health System. The center's services include treatment of minor injuries and illnesses; physical examinations for transfer, DMV, work or school requirements; routine immunizations; laboratory test and x-rays; personal counseling; and health promotion activities. She reported that the average number of contacts per day is 30. She reviewed the center's objectives: 1) provide high quality ambulatory care and referrals; 2) provide health education and wellness promotion programs; 3) act as an advisor and resource for campus emergency planning; 4) assist in the coordination of mental health services on campus; and 5) assist in identifying factors in the campus community that may compromise health.

Mr. Gelles requested staff send letters to St. Rose Hospital and ValleyCare Health System in appreciation of their affiliations.

Dr. Cedillo noted that Las Positas College has four Automatic External Defibrillators (AEDs) and questioned if Chabot College had any. He suggested that if not, they probably should pursue obtaining two or three.

PRESENTATION: TEXTBOOK COSTS

Chabot College: Dr. Carlson introduced Ms. Kathleen Kaser, Bookstore Manager at Chabot College. Ms. Kaser gave a presentation on textbook costs as well as the Bookstore's process for ordering, selling and buying back textbooks at Chabot College. She reported that the average textbook cost per year for students is \$900. She reported that since 1994, publisher text prices have risen 62%. Ms. Kaser outlined what the Chabot College Bookstore can do, what faculty and division deans can do, and what the Board of Trustees can do, to reduce the rising costs of textbooks. Board Members can: 1) support legislation to eliminate state and local sales tax on required textbooks; 2) influence other community college districts to create a centralized forum by which faculty statewide could select books used by other community colleges in order to consolidate buying power and negotiate lower prices on selected titles; and 3) support the California Association of College Stores Community College Committee in their efforts to promote volume based textbook purchasing programs to lower the price of textbooks.

Mrs. Dvorsky reported that she would try to get this issue put on the agenda for the next meeting of the Bay 10 Trustees Association, which will probably be in September.

In response to a question raised by Mr. Gelles, Dr. Carlson reported that the Student Government collects a 3% surcharge on books for a book scholarship fund.

Ms. Kouakou, on behalf of the Associated Students of Chabot College, offered support on this important issue.

Las Positas College: Ms. Pam Luster introduced Mr. Nolan Howe, Bookstore Manager with Follett. Mr. Howe gave a presentation on textbook costs and how Las Positas College is trying to mitigate some of the issues with textbook costs. He specifically identified that the bookstore works closely with faculty.

Ms. Luster reported that Mr. Howe has had incentives for faculty to submit their book adoptions in a timely manner. She also reported that Follett gives back money to the college for book loans. In addition, the Las Positas College Foundation recently gave the college \$5,000 for emergency book loans.

PRESENTATION: ENROLLMENT

Mr. Stutzman stressed the importance of enrollment and reminded those in attendance that our funding is based upon enrollment. In addition, enrollment is a measure of access. He reviewed the following:

- Full-time Equivalent (FTES) Enrollment
- Historical Enrollment Caps
- Growth Cap and Funding Impact
- Headcount Enrollment and Weekly Student Contact Hour (WSCHE) Planning
- Enrollment Management Strategy (Sample Planning Scenarios)

He reported that in 2005-06, the District wants to grow by 4.25% (2.25% cap plus 2% over cap). In 2005-06 the District should get back to the over 17,000 FTES number.

Dr. Kinnamon reviewed potential revenue sources beyond Cap that are being explored:

- Apprenticeship programs
- Contract Education
- Grants
- Foundations
- Facilities Rental
- Non-resident tuition
- Business partnerships

Dr. Kinnamon reported that as part of the Strategic Cost Management Study, KH Consulting has met with many groups within the District and over 700 ideas have been generated for revenue enhancement and cost reduction strategies.

GOOD OF THE ORDER

Dr. Cedillo requested staff send a letter on behalf of the Board congratulating Mr. David Viar for the Presidency at American River College and thanking him for his help through the years.

NEXT MEETING

The next Board of Trustees Meeting is scheduled for Tuesday, June 21 at 7:30 p.m. at the District Office.

ADJOURNMENT

Motion No. 1

There being no further business, on motion made and seconded, the Regular Meeting was adjourned at 9:35 p.m.

Minutes completed by:

Beverly Bailey

Secretary, Board of Trustees
Chabot-Las Positas Community College District