

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

**MINUTES
October 4, 2005**

PLACE

Chabot-Las Positas Community College District Office, 5020 Franklin Dr., Pleasanton, CA 94588.

CALL TO ORDER

The meeting was called to order at 6:30 p.m. Recording Secretary Elisa Osnaya called the roll. Board member Dvorsky was not present at the time of roll. Dr. Mertes noted that Mrs. Dvorsky was excused for missing this meeting.

The Board adjourned to Closed Session at 6:31 p.m. Trustees resumed to Open Session at 7:30 p.m. and meeting was adjourned at 9:05 p.m. Mrs. Dvorsky was not present at the time of roll.

ATTENDANCE

Members Present: Dr. Arnulfo Cedillo
 Mr. Donald L. "Dobie" Gelles
 Dr. Hal. G. Gin
 Dr. Alison S. Lewis
 Dr. Barbara F. Mertes
 Mr. Carlo Vecchiarelli
 Mr. Akachukwu Ekeoma

Members Absent: Mrs. Isobel F. Dvorsky (excused)
 Ms. Brigitte Kouakou

Recording Secretary: Elisa Osnaya

Managers Present: Dr. Susan A. Cota, Chancellor
 Mrs. Karen Halliday, President, Las Positas College
 Mrs. Jennifer Aries
 Mr. Stan Dobbs
 Dr. Joel Kinnamon
 Mr. Lorenzo Legaspi
 Ms. Melinda Matsuda
 Mr. Donald Milanese
 Ms. Anita Morris
 Dr. Robert Taylor

Others Present: Ms. Carolyn Arnold

Mr. Tom Clark
Mr. Chad Mark Glen
Dr. Amber Machamer
Ms. Birgitte Ryslinge
Ms. Karen Silva
Mr. Todd Steffan
Ms. Melissa Korber

FOR THE GOOD OF THE ORDER

Dr. Mertes asked that it be noted that Board Member Dvorsky's absence was excused.

Before the formal start of the meeting, Board President asked for a moment of silence in memory of the Chabot College students that died recently. She expressed the Board's condolences to their families.

PUBLIC COMMENTS

There were no Public Comments offered at this meeting.

ADOPTION OF RESOLUTION NO. 11-0506 – In Honor of Mr. Tommie Lindsey

Dr. Mertes explained that Mr. Lindsey was being honored and recognized for his work by the NAACP. He is a teacher at James Logan High School who has contributed in the area of speech and forensics.

Motion 1

Dr. Cedillo made a motion, seconded by Mr. Gelles, to approve Resolution No. 11-0506 in honor of Mr. Tommie Lindsey.

The motion carried by the following roll call vote:

AYES: Cedillo, Gelles, Gin, Lewis, Mertes, Vecchiarelli
NOES: None
ABSENT: Dvorsky
ABSTENTIONS: None

APPROVAL OF PRODUCTIVITY SALARY INCREASE

Motion 2

Dr. Cedillo made a motion, seconded by Dr. Lewis, to approve the productivity salary increase.

The motion carried unanimously, 6-0.

PRESENTATIONS:

Dr. Cota acknowledged and commended staff for the work and time spent in preparation for this report.

Dr. Kinnamon stated that both colleges had worked collaboratively on this presentation and introduced Dr. Ron Taylor, who coordinated the report.

Dr. Taylor, Vice President, Academic Services at Chabot, reported that the focus would be on;

- Profile of County Employment Demand and our Occupational Students
- Community Based Demand on Educational Services and Workforce Training
- Apprenticeships
- Challenges and Future Directions

The team of presenters was the following:

- Ron Taylor, Vice President, Academic Services, Chabot
- Tom Clark, Dean of Applied Technology and Business
- Carolyn Arnold, Coordination of Institutional Research and Grants at Chabot
- Don Milanese, Vice President, Academic Services, LPC
- Birgitte Ryslinge, Dean of Academic Services/Vocational Education and Economic Development, LPC
- Amber Machamer, Director of Research and Planning, LPC

Detailed documents of the presentation were distributed to Board members for future reference. Dr. Taylor emphasized that the team represents college-based experts in workforce development and planning for workforce development. He reiterated that this was a collaborative effort between the two colleges.

Dr. Amber Machamer's report focused on the data used to determine employment demand and projections. She shared data on local job growth and demand for the period of 2005-2015 which indicates a growth increase of 20% by the year 2015. Dr. Machamer pointed out that highest projected growth will be in the areas of office/administrative support, business/financial operation, healthcare practitioners/technical occupations, and healthcare support. She provided information that highlighted the programs that our colleges offer to meet the need in these areas. Dr. Machamer also provided data on occupations that require AA/AS degrees and the areas projected to have the fastest growth between now and 2008, i.e., registered nurses, computer support specialist, medical assistants, automotive technicians/mechanics, law enforcement officers, welders/cutter, solders). She was glad to report that these needs coincide with the programs offered by our colleges.

Carolyn Arnold reported on who our occupational students are and the occupational education programs our colleges offer. She said that of the total student population at Chabot and Las Positas, a large number are occupational education students (48% of Chabot students and 42% at Las Positas). Ms. Arnold stated that the focus groups and surveys that were conducted by our colleges last October indicate that the community is supportive of our efforts to make sure that our programs meet community needs and praised our occupational programs.

Tom Clark reported on the range of programs at Chabot College. He shared information on job growth in Alameda County for the period of 2001-2008 in the areas of applied technologies, business studies, Information technologies, media, communications, health and public services. He also provided information on new and developing programs that have resulted due to the needs from industry, student demand, technology, special needs, and changing trends in employer needs which include life-long learning. He pointed out that our community colleges play a big role in providing that life-long learning.

Birgitte Ryslinge provided information on the workforce training programs at LPC and perspectives on the challenges faced as they try to meet workforce needs. Ms. Ryslinge reported that LPC has over 45 specific occupational programs which are organized in career training clusters. She explained that these cluster groups are formed consistent with the college mission and master plan. She said they rely heavily on data, input from industry boards, community partners and other community colleges to align offerings and lessen duplicity of efforts. Ms. Ryslinge stated that many LPC programs are similar to those offered at Chabot College, but LPC also has some unique programs due the different demands of the Tri-Valley region. She said responding to workforce needs is difficult, and in order to respond effectively we must understand and be able to project employer trends (local, regional and global). She concluded by saying that a very "nimble" organization needs to exist to respond to these challenging and ever-changing demands and be able to develop flexible response delivery mechanisms.

Ms. Ryslinge shared information about apprenticeship programs, an area of special interest to the Board. She explained what apprenticeships programs are. She described typical apprenticeship model programs and the challenges that these present; specifically with regard to state funding stream limits and timelines for approval of new programs and program transfers. Ms. Ryslinge said that Chabot has been involved with apprenticeships much longer than LPC. LPC currently has one approved apprenticeship program in the automotive area. However, she indicated that LPC is pursuing discussions with the Carpenter's Training Consortium of Northern California about what could be a large partnership.

Don Milanese summarized the presentation by elaborating on the future directions of workforce preparation and the need for both colleges to remain major contributors to workforce development in our communities.

During the presentation and at its conclusion, staff addressed trustees' questions and concerns related to occupational education and how the needs of the community are identified and addressed.

Trustees commended staff for the impressive amount of research done and the information provided. Dr. Gin said he had learned much about workforce development this evening.

NEXT MEETING

The next Board of Trustees Meeting is scheduled for Tuesday, October 18, 2005, 7:30 p.m. at the District Office.

ADJOURNMENT

There being no further business the workshop meeting was adjourned at 9:05 p.m.

Minutes completed by:

Elisa Osnaya

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