

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

**MINUTES  
OCTOBER 18, 2005**

**PLACE**

Chabot-Las Positas Community College District, 5020 Franklin Drive, Pleasanton, California.

**CALL TO ORDER**

The regular meeting was called to order at 6:30 p.m. Recording Secretary Elisa Osnaya called the roll. Mr. Gelles, Mr. Ekoema and Ms. Kuaukou were absent at the time of roll. The Board immediately adjourned to a Closed Session, which ended at 7:20 p.m.

The Board readjoined in Open Session at 7:30 p.m. Recording Secretary Elisa Osnaya called the roll. Mr. Gelles was absent at the time of roll.

**ATTENDANCE**

Board Members Present:

- Dr. Arnulfo Cedillo
- Dr. Hal Gin
- Mrs. Isobel F. Dvorsky
- Dr. Alison S. Lewis
- Dr. Barbara F. Mertes
- Mr. Carlo Vecchiarelli
- Mr. Akachukwu Ekoema
- Ms. Brigitte Kouakou

Board Members Absent: Mr. Donald L. "Dobie" Gelles

Managers Present:

- Dr. Susan Cota, Chancellor
- Dr. Robert Carlson, President, Chabot College
- Ms. Karen Halliday, President, Las Positas College
- Dr. Joel Kinnamon, Vice Chancellor
- Mr. Lorenzo Legaspi, Vice Chancellor, Bus. Services
- Ms. Jennifer Aries
- Ms. Mazie Brewington
- Mr. Stan Dobbs
- Dr. Ted Kaye
- Ms. Melinda Matsuda
- Ms. Jeannine Methe
- Mr. Donald Milanese
- Ms. Anita Morris

Others Present:

Ms. Karen Silva, Classified Senate, Chabot College  
Mr. Todd Stephan, President, Las Positas College  
Classified Senate  
Ms. Rachel Ugale, President, Chabot College Classified  
Senate  
Ms. Melissa Korber, President, Las Positas Faculty  
Senate  
Mr. Dayne Nicholls, President Associated Students of  
Chabot College  
Ms. Sally Jahnke  
Mr. Andrew Howe  
Ms. Julia Dozier  
Ms. Terri Montgomery  
Mr. Rocky Fernandez  
Ms. Michele Levitin, President Associated Students of  
Las Positas College

**PUBLIC COMMENTS**

There were no public comments offered at this meeting.

**CONSENT CALENDAR**

Dr. Gin requested agenda item 3.5 (Professional Specialist and Program Leader Personnel) be removed from the consent calendar. Chancellor Cota requested that a change be made to item 3.2 (Classified Personnel).

Motion No. 1

Dr. Lewis mad a motion, seconded by Dr. Gin, to approve the consent calendar with the exception of agenda 3.2 and 3.5.

The motion carried unanimously, 6-0.

The following items were approved on the consent calendar:

General Functions

- 1.7 Approval of Minutes of September 20, 2005 Meeting
- 1.8 Approval of Minutes of October 4, 2005 Meeting

Personnel

- 3.1 Student Assistant Personnel
- 3.3 Faculty Personnel
- 3.4 Management Personnel
- 3.6 Volunteer Aide Personnel

Educational Services

- 4.1. Approval to Renew Agreement – Child Development Training Consortium 2005-06 Instructional Agreement No. 05-4024 with Yosemite Community College District, Chabot College
- 4.2. Approval of Travel Study Colloquium to France and England and Memorandum of Understanding with EF Educational Tour, Las Positas College
- 4.3. Acceptance of Grant Award – Foundation for California Community Colleges 2005-06 AmeriCorps Teacher and Reading/Math Development Partnership Program, Chabot College
- 4.4. Approval to Renew Agreement – Kidango, Inc., Chabot College
- 4.5. Approval of Renewal of Grant Application from California Department of Education, Child and Adult Care Food Program (CACFP), Chabot College
- 4.6. Acceptance of Gifts – Las Positas College

#### Business Services

- 5.1. Approval of Commercial Warrant Registers
- 5.2. Approval of Payroll Warrant Registers
- 5.3. Ratification of Amendment of Employment Contracts – Purchase of Tax Sheltered Annuities
- 5.4. Ratification of Purchases Completed
- 5.5. Approval of Budget Transfers 03.C.1
- 5.6. Approval of Declaration of Surplus Property to be Sold at Private Sale and Donation or Disposal of any Items Not Sold

#### Motion No. 2

Dr. Cota explained that under Item 3.2 Classified Personnel the emeritus retirement of Hortencia Franco should be removed. Ms. Franco had formally submitted a letter rescinding her retirement request.

A motion was made by Dr. Lewis, seconded by Dr. Gin, to approve item 3.2 Classified Personnel as corrected.

The motion carried unanimously, 6-0.

#### Motion No. 3

Dr. Gin had requested the removal of item 3.5 from the Consent Calendar, but clarified that he had meant to pull item 3.4.III.D- Change to the District Classification Plan. He would like to bring this item back at a future meeting after receiving additional information.

A motion was made by Mrs. Devorsky, seconded by Dr. Cedillo, to approve the postponement of item 3.4.III.D – Change to the District Classification Plan.

#### Motion No. 4

As item 3.5 – Professional Specialist and Program Leader Personnel had been inadvertently removed from the consent calendar, earlier, it was now necessary for the Board to approve that item.

A motion was made by Dr. Cedillo, seconded by Dr. Lewis, to approve item 3.5- Professional Specialist and Program Leader Personnel.

The motion carried unanimously, 6-0.

### **Trustee Reports and/or Official Communications**

Brigitte Kouakou, Student Trustee from Chabot College, updated trustees on the various student activities, including Club Rush activities, and on the progress on the revonotave of the award case in the ASCC office. Ms. Kouakou also reported that she has been participating in the Curriculum Committee. She said she has found the process enriching and glad to be able to contribute the student voice to the process.

Akachukwu Ekeoma gave a brief report on the activities at Las Positas College, which included advising students on the process of starting new clubs.

Mr. Vecchiarelli stated that he was pleased so see the Cabot College Brochure on the Performing Arts Center. He commended the efforts being made to continue such an excellent program and involving the community. Mr. Vecchairelli thanked Dr. Carlson for his leadership.

Mrs. Devorsky reported she had been quite involved in participating in debates and/or speaking about Proposition 76, She also stated that she had had the honor and pleasure to attend the retirement gala fro Mr. Don Milanese.

Dr. Lewis reported that she too had attend the dinner honoring Mr. Milanese.

Dr. Cedillo reported on the recent Summit on the State of Latino Education, that he was invited to attend by the National Association of Latino Elected and Appointed Officials. He said the Summit was informative and included session on high school retention and attrition, the needs of the English language learners, and the impact and future of "No Child Left Behind: legislation. Their discussions were about the roadmap for the work that needs to be done. Mr Cedillo said that there is a lot of work to do to ensure the educational success of students. He came away with information that he wants to share, as well as some questions for the Chancellor and college presidents about the things they need to continue doing.

Dr. Mertes point out that Chabot should be commended for the grant award from the AmeriCorps Teacher and Reading/Math Development Partnership Program. She commended LPC for the tribute event for Mr. Don Milanese.

### **Chabot-Las Positas Colleges Foundations**

Las Positas College: Dr. Kay reiterated the comments made earlier about the party honoring Mr. Milanese. He said it was a memorable and commented that Mr. Milanese had asked people to donate to the Milanese Family Fift in the Foundation in lieu of gifts. Dr. Kay reported that to date those donation have reached nearly \$8,000; a great tribute to Mr. Milanese. He also thanked everyone for the individual donations to the Brick Program, which is now at about \$3,000. He indicated that more details are included in the written report he submitted to the Board.

Chad Mark Glen, reported on behalf of Foundation Director Richard Talmo. Mr. Glen expressed his appreciates of Mr. Vecchiarelli comment about the revitalized Performing Arts Center at Chabot Colleges. He also reminded everyone that one of the events being presented at the Center is the "Final Encore of the Moscow Ballet." The event will be held on Wednesday, October 26. Tickets are still available. Mr. Glen thanked Michal Robison of DMJM for the major generous gift he made to the Foundation to support the Moscow Ballet performance. Another fundraising event planned

by Foundation for next Spring is the "Blooming Affair" luncheon. In closing, he said that architectural designs are underway for the Founders Square and that they hope to have the signature bricks in the ground soon.

### **Presidents of Faculty Senates**

Melissa Korber, President of the LPC Faculty Senate, reported that faculty members participated in the Major Exploration Fair and the gala for Don Milanese. She provided a hard copy of her report to trustees. During the last month, Senate has been busy, including working on proposed District Curriculum Committee, Strategic Cost Management meetings, the college reorganization plan, Program Review, new policies under consideration, and shared governance. Ms. Korber announced that the faculty had recently nominated Terry Johnson, from the Automotive Department, to serve on the Regional Occupational Consortia.

Chad Mark Glen, President of the Chabot Faculty Senate, reported that they have been working on similar activities as Las Positas. He shared that the Senate has created a revised full-time faculty position prioritization process. He said it is a more data driven process that will enable them to determine the type of positions needed. Mr. Glen announced that he had recently been appointed to the State Chancellor's Council on Op Ed.

### **Presidents of Classified Senate**

Todd Steffan, LPC Classified Senate President, reported that the Classified Senate is moving forward. He said the Fall Flex Day and the September Senate Meeting were successful. They will continue to work on meeting the goals they set during their summer Officer Retreat.

Rachel Ugale, Chabot Classified Senate President, thanked Dr. Carlson for attending their September Classified Senate Meeting. She reported that Classified staff had shown much interest in participating in the Strategic Cost Management work groups. She said they have 2-3 representatives in each of the 4 core groups. She stated that they are excited about being part of the process that will assist the college run more efficiently and effectively. Ms. Ugale also reported that more activities are planned to raise funds and bring staff together. Currently the Fundraising Sub-Committee is planning a harvest theme silent auction and pot luck lunch in early November.

### **Presidents of Associated Students**

Michele Levitin, ASLPC President, reported that she, ASCC President Dayne Nicholls, and Advisor Cynthia Ross, attended the Presidential Summit in Los Angeles. She said they had the opportunity to meet with 78 other associated student presidents. Ms. Levitin mentioned activities that had taken place earlier this fall, i.e. Transfer Day, and the Major Exploration Fair. All student officers and one senator will be attending the CCCSAA leadership conference on \_\_\_\_\_, which will give them an opportunity to talk to leaders from other colleges. Ms. Levitin said that future activities include Senior/Parent Night and Club Day.

Dayne Nicholls, ASCC President, reported that their activities committee has been busy. They are currently planning a Halloween costume competition, a pumpkin carving contest, a movie night, and encouraging students to register for the upcoming election. Mr. Dayne also reported that they are conducting a student survey that will assist them determine if they are meeting student needs.

### **College Presidents**

President Carlton reported that staff will be displaying artwork in the gallery beginning November 8. He also reminded everyone that the Moscow Ballet performance is coming up. Dr. Carlson explained that the Ballet is preceded with hors d'oeuvres. After the performance dessert will be offered, as well as a silent auction. He encouraged everyone to attend. Tickets are available through [cityboxoffice.com](http://cityboxoffice.com).

President Halliday reported on various events at Las Positas College. The annual Major Exploration Fair was well attended. She recognized Nancy Wright, who coordinated the event, for the amazing job she did. She informed trustees that the Talk Hawks continue to do well. The LPC Art Club has an ongoing display at the SPCA building. President Halliday also talked about the Bringing Academics to Youth Project, the Digital Bridge Academy Program, and Science 101 Program. Ms. Halliday also acknowledged the celebration in honor of Don Milanese. She added that many people had attended to honor the great man that he is.

### **Chancellor**

Chancellor Cota reminded trustees of the work that is going on at the colleges and the District with regard to strategic cost management. Dr. Cota explained that they are looking at cost containment, process improvement, program consolidation, program elimination, and revenue enhancements. Each college and the district have various committees working on these issues. The committees' recommendations are due November 1. The Chancellor said that a new policy on program elimination will be coming soon for Board review. She added, that at the request of Trustee Cedillo, a policy has been developed on the naming of buildings. This policy is currently out for constituent review and will be brought to the Board for their review and approval. Dr. Cota told trustees that she has been working on an opinion piece for the newspapers on Proposition 76. She said she hopes that area superintendents will sign on to support the piece. The Chancellor reported that Beverly Bailey is recovering well and will be back to work soon. She also congratulated Jennifer Aries on becoming a grandmother. Lastly, Dr. Cota commented on the wonderful ceremony carried out to honor Don Milanese.

### **Announcement – Mitigated Negative Declaration**

Lorenzo Legaspi, Vice Chancellor for Business Services, reported to the Board and announced to the public, that the mitigated negative declaration for the Chabot College master plan had been postponed to October 25. He said that the project will not have a significant impact to the environment, based on CEQA guidelines. Mr. Legaspi stated that a public hearing on the mitigated negative declaration will be held on October 25 at Chabot College at 3:00 p.m.

### Motion No. 5

Dr. Cedillo made a motion, seconded by Mrs. Devorsky, to approve the Agreement with Professional Personnel Leasing, Inc. (PPL) to perform Facilities Planning Consulting in Support of Measure B Project Planning and Implementation, District Services

The motion carried unanimously, 6-0.

### **Financial Reports**

The Board of Trustees received the Financial Status and Cash Flow reports for the period ending September 30, 2005.

### **Facilities Planning and Management Report**

Stan Dobbs, Director of Facilities and Planning, provided an update on the Multi Discipline Education Building at Las Positas. He reported that the project is moving along well. In fact, the building pads had just been certified. Mr. Dobbs continued by saying that since the colleges' master plans have been adopted, they have started interviewing architects for projects at Las Positas. He added that they had recently awarded the architect for the pool and had finished the interview process for Child Care, the sports soccer field, and the performing arts center. They are now in process of conducting background checks on the potential firms. Mr. Dobbs said plans are to bring those recommendations for Board approval soon. He also reported that he will be working on the projects at Chabot and will begin to interview for the sports improvement, then planetarium, and then the M&O building. They are in process of completing a study for a central plant at Chabot with the idea of heating and cooling the entire campus with a significant energy savings to that campus.

Mr. Vecchiarelli asked if they were interviewing for architects or contractors. Mr. Dobbs explained that they are interviewing for architects and do the design work, work with the various committees at the colleges and then hope to be out to bid on the majority of the project by next summer. He said that it is going to be a staggered process, with some projects being in the design stage and others will be in construction. He reported that the pool project will probably go out to bid around April – June, with construction taking place during the summer.

Trustee Gin asked if there is possibility to consider solar panels on the campuses. Mr. Dobbs stated that they will be exploring the whole aspect of sustainability and those ideas and concepts are part of both master plans and all features of saving energy will be explored.

Mrs. Dvorsky stated that with the many questions that they received from community members about what is happening at each campus with the Measure B money. She asked if trustees could be provided with a calendar of events from time to time to share. Mr. Dobbs will do that.

#### **Draft Measure B Audit for the 2004/2005 Fiscal Year**

Chancellor Cota explained that there must be an annual audit conducted of Measure B monies. Tonight a draft of that audit was presented and it will be brought back to the Board for approval at the November meeting. Terry Montgomery, from \_\_\_\_\_, who conducted the audit and she walked trustee through the draft audit report. She explained that it is required to do an annual audit but that there is no set timeline. Financial report – balance sheet- profit and loss (statement of revenues, expenditures and changes in fund balance); other financing resources and uses. She pointed out that this is a draft but not much will change in the final version, except on the page with commitment note will be the only item that will change in the final version, as there are still some work going on between the district and the project manager to reconcile data on those contracts that were signed but the work not done.

General Obligation Bonds agreed upon procedures report. There is no prescribed format, it is in letter format and these can change as construction moves into different phases.

#### **NEXT MEETING**

A special meeting, to hold a Public Hearing on a Notice of Intent to Adopt Mitigated Negative Declaration, will be held on October 25, 3:00 p.m., Chabot College.

The next regular Board Meeting: November 15, 2005, 7:30 p.m., District Office

**ADJOURNMENT**

There being no further business, the Regular meeting was adjourned at 8:30 p.m.

Minutes completed by:

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Elisa Osnaya

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