

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

**MINUTES
September 5, 2006**

PLACE

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

CALL TO ORDER

The meeting was called to order at 6:30 p.m. Recording Secretary Beverly Bailey called the roll. Dr. Mertes and Mr. Cornejo were absent at the time of roll.

ATTENDANCE

Members Present:

Dr. Arnulfo Cedillo
Mrs. Isobel F. Dvorsky
Mr. Donald L. "Dobie" Gelles
Dr. Hal G. Gin
Dr. Alison Lewis
Mr. Carlo Vecchiarelli

Members Absent:

Dr. Barbara F. Mertes (excused)
Mr. Nathan Cornejo

Managers Present:

Dr. Susan A. Cota, Chancellor
Dr. Robert Carlson, President, Chabot College
Mrs. Karen Halliday, President, Las Positas College
Mrs. Jennifer Aries
Ms. Judy Hutchinson
Mr. Farhad Javahenpour
Dr. Joel Kinnamon
Mr. Robert Kratochvil
Ms. Pam Luster
Ms. Melinda Matsuda
Mrs. Jeannine Methe
Mr. Richard Peralta
Dr. Ronald Taylor

Recording Secretary: Mrs. Beverly Bailey

Others Present: Mr. Chad Mark Glen, President, Chabot College Faculty Senate
Ms. Glenda Fae Hammonds
Ms. Melissa Korber, President, Las Positas College Faculty Senate
Ms. Karen Powell, 3D/I
Mr. Stephen Small, Automotive Service Councils of California
Ms. Karen Silva
Ms. Pushpa Swamy
Mr. Todd Steffan, President, Las Positas College Classified Senate

President Dvorsky noted that Dr. Mertes is excused from tonight's meeting due to illness.

PUBLIC COMMENTS

Mr. Stephen Small invited the Board and others present to the Automotive Service Councils of California, Chapter 16 Back to School Night on September 12, 2006. The dinner meeting starts at 7:00 p.m. at Doral's Auto Repair in San Leandro. He reported that vendors will be represented. In addition, newspapers and television stations have been invited. He noted that Ms. Ellen Corbett will be in attendance and is pleased that several of our Board Members have expressed that they will attend.

Ms. Glenda Fae Hammonds discussed the issue of disabled parking on campus. She noted her disappointment that Chabot College charges the disabled for parking. The Board thanked Ms. Hammonds for bringing this issue to their attention and noted that the issue will be discussed at a later date.

INTRODUCTION

Dr. Carlson introduced Mr. Farad Javahenpour, Vice President of Business Services, noting that he began work at Chabot College this date. The Board welcomed Mr. Javahenpour.

PUBLIC HEARING: 2006-07 BUDGETS – GENERAL FUND, CAFETERIA FUND, CHILD DEVELOPMENT FUND, CAPITAL OUTLAY PROJECTS FUND AND SELF-INSURANCE (RUMBL) FUND

President Dvorsky opened the Public Hearing for the 2006-07 Budgets at 6:40 p.m. Hearing no comments, President Dvorsky closed the Public Hearing at 6:41 p.m.

PRESENTATION: 2006-07 BUDGETS

Mr. Lorenzo Legaspi gave a PowerPoint Presentation on the 2006-07 Budgets. Mr. Legaspi reported that the State Budget reflects significant increases in funding to community colleges. He reported that the California Community Colleges share of Proposition 98 funds is at 10.71%, the highest in 15 years.

Mr. Legaspi noted some of the highlights of the budget including: a cost of living adjustment (COLA) of 5.92%; growth at 2%; a reduction of the enrollment fee from \$26 to \$20 per credit unit effective Spring term; and \$159 million to fund the implementation of SB 361 (Community Colleges Funding Formula Reform).

Mr. Legaspi's presentation highlighted the following:

- Budget Assumptions
 - Major Revenue Assumptions
 - Major Expenditure Assumptions (86% for salaries and benefits)
- Enrollment
 - 2.0% increase from prior year
- 2006-07 Budget
 - Source of Funds
 - Use of Funds
- SB 361 Funding Formula Reform (anticipated that the Governor will sign)
- Sound Fiscal Management – A Checklist
- Looking Ahead
 - Manage Enrollment
 - Maintain Reserves
 - Maintain Fund Balance
 - Avoid Deficit Spending
 - Continue to Seek new Revenues

Dr. Cota reported that 34 districts are on stabilization funding, which means they haven't grown in the past two years. "Given that, this District is in good shape."

Mr. Legaspi also noted that half of K-12 districts are experiencing declining enrollments.

Board Members thanked Mr. Legaspi for his presentation, noting they appreciated the ease of reading and understanding the document.

Mr. Legaspi responded to questions raised by the Board.

Mr. Vecchiarelli questioned if interest revenue could be spent. Mr. Legaspi reported that yes, these funds were in the general fund and unrestricted.

Mr. Vecchiarelli noted that the last time the District did an actuarial study, the policy of Medicare for retirees at age 65 was not factored into the study. He questioned if when we do an actuarial study will this relatively new policy change our liability? Mr. Legaspi reported that any change to benefits will change our liability. He suggested that it is time to update our actuarial study, as it is recommended it be updated every two years.

Mr. Vecchiarelli also questioned basic skills funding and hopes the state passes legislation so that basic skills apportionment is behind every student and not based on a formula. He questioned if Mr. Legaspi knew how basic skills money will be allocated. Mr. Legaspi reported that the District needs to look at basic skills but doesn't know where the state is going with that. "The District needs to lobby on this issue."

Mr. Legaspi thanked and acknowledged Ms. Judy Hutchinson, Budget Officer, and Ms. Pushpa Swamy, Administrative Assistant in his office for their hard work on the Budget.

ADOPTION OF 2006-07 BUDGETS – GENERAL FUND, CAFETERIA FUND, CHILD DEVELOPMENT FUND, CAPITAL OUTLAY PROJECTS FUND AND SELF-INSURANCE (RUMBL) FUND

Motion No. 1

Dr. Gin made a motion, seconded by Mr. Vecchiarelli, to adopt the 2006-07 Budgets for the General Fund, Cafeteria Fund, Child Development Fund, Capital Outlay Projects Fund and Self-Insurance (RUMBL) 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.

Motion carried unanimously, 6-0.

PRESENTATION: INFORMATION TECHNOLOGY BOND UPDATE

Ms. Jeannine Methe gave a PowerPoint presentation. She acknowledged Mr. Robert Kratochvil, assuming the duties of Dean of Technology at Las Positas College, and Mr. Tom Clark, Dean of Applied Technology and Business at Chabot College, for all their input.

Ms. Methe's presentation highlighted the following topics/activities:

- IT Bond Activities
- District-wide Standards
- IT Planning and Documentation
- IT Formal Equipment Bids
- IT Major Accomplishments for 2005-06
- Desktop Rollout Implementation
- Installations
 - Desktop/Laptop
 - Server and Printer
- Upgrades
 - PIX Firewall
 - T-1 to DS-3
- Network Monitoring Tools
- Network Switching Project
- Conduit Proofing/Rerouting at Colleges
- IT Participation in Construction Projects
- Smart Classroom Pilot
- Future IT Initiatives

Ms. Methe responded to questions raised by the Board.

In response to a question raised by Dr. Cedillo, Ms. Methe reported that some buildings in selected areas on the campuses have wireless capability. She intends to bring students as well as faculty into discussions for further wireless capabilities.

In response to a question raised by Mr. Vecchiarelli regarding protecting information from wireless technology, Ms. Methe reported that internet access and instructional applications are accessible, however, Banner system access is not.

Dr. Gin raised the point that technology is a moving target and the District needs to be ahead of the game to remain competitive. He questioned how the District phases in new equipment. Ms. Methe reported that the plan is to replace equipment every four years, noting that exceptions can be accommodated. She reported that Las Positas College has proven that this system works as they have utilized a three year model plan in the past. Four years will be used as a cost savings.

Dr. Cedillo questioned how the District IT Staff keeps "up to speed" with technology and how the District prevents losing these staff. Ms. Methe reported that staff sees the added work generated by the bond as a challenge rather than a burden. They are energized by the

new technology. She further reported that the District keeps up with technology by using consultants.

Dr. Cedillo restated the comment Ms. Methe made regarding the importance of using consultants to augment our staff.

In response to an additional question raised by Dr. Cedillo, President Halliday reported that workshops for faculty and classified staff are made available to train them on the use of smart classrooms. In addition, she reported that consulting is available “on-going.” President Halliday noted that staff is excited and hungry for learning new technology.

Dr. Cedillo commented that this would be an opportunity for the District to share this information on the working cooperation between IT, faculty and support staff at the state level. He stressed that this is a unique situation.

Dr. Cedillo also commented that, in keeping up with technology, the entire Board packet could be “on-line” and each Board Member would have a laptop computer at their station.

Dr. Lewis complemented Ms. Methe on her presentation and thanked her for the “hard copy” of her PowerPoint Presentation.

Mr. Gelles voiced the opinion that he would prefer staying with a three year equipment replacement cycle. He also questioned development of laptops for students. He also questioned “in service” for students other than basic classes. Ms. Methe reported that student purchased laptops has been discussed at the state level. She is not sure how that will play out. She also reported that the four year cycle can be modified if it appears that it isn’t working.

President Halliday voiced that purchasing laptops for students is a very complicated and expensive issue. She noted that the colleges don’t purchase books for students.

Dr. Cota reported that Ms. Methe has been elected Vice Chair of the California Community Colleges for Banner. She will be Chair next year.

Board Members thanked Ms. Methe for her presentation.

NEXT MEETING

The next Board of Trustees Meeting is scheduled for Tuesday, September 19, 2006 at the District Office at 6:30 p.m.

ADJOURNMENT

There being no further business, the Regular Meeting was adjourned at 7:45 p.m.

Minutes completed by:

Beverly Bailey

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