

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

**MINUTES  
February 1, 2011**

**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. Trustees Cedillo and Gelles were absent at the time of roll.

**ATTENDANCE**

Members Present:

Trustee Isobel F. Dvorsky  
Trustee Hal G. Gin  
Trustee Barbara F. Mertes  
Trustee Marshall Mitzman  
Trustee Carlo Vecchiarelli  
Student Trustee Yvette L. Nahinu

Members Absent:

Trustee Donald L. "Dobie" Gelles (excused)  
Trustee Arnulfo Cedillo (excused)  
Student Trustee Anthony J. Colagross

Managers Present:

Dr. Joel L. Kinnamon, Chancellor  
Dr. Celia Barberena, President, Chabot College  
Dr. Guy F. Lease, Interim President, Las Positas College  
Mr. Jeff Baker  
Mr. Wyman Fong  
Dr. Howard Irvin  
Mr. Lorenzo Legaspi  
Ms. Kathryn Linzmeyer  
Dr. Pam Luster  
Ms. Jeannine Methe  
Ms. Laura Weaver

Recording Secretary: Ms. Beverly Bailey

Others Present : Ms. Jennifer Adams, Las Positas College  
Mr. Don Fuller, Chabot College  
Mr. Don Bosco Hu, President, Chabot College Associated Students  
Ms. Kathy Kelley, President, Chabot College Faculty Senate  
Mr. Nathan M. Moore, Chabot College  
Ms. Andi Schreibman, Las Positas College  
Ms. Sarah Thompson, President, Las Positas College Faculty Senate  
Mr. Gordon Watt, Chabot College Classified Senate

### **PLEDGE TO FLAG**

Mr. Don Bosco Hu led the pledge to the flag.

### **PUBLIC COMMENTS**

There were no Public Comments offered at this meeting.

### **PRESENTATION: STUDENT FINANCIAL AID**

Ms. Kathleen Linzmeyer, Director of Financial Aid, Chabot College and Ms. Andi Schreibman, Financial Aid Officer, Las Positas College, gave a PowerPoint Presentation entitled, 2010-11 Financial Aid Update, and responded to Trustees' questions.

Following is an overview of the presentation:

- Goal of CLPCCD Financial Aid Offices
  - To provide financial resources in an accurate and timely manner, to all eligible students who would otherwise be unable to fulfill their educational goals because of financial barriers, while assuring that compliance is maintained with all applicable government regulations and policies.
- Aid Provided at CLPCCD
  - In 2009-10, 11,757 students received \$27,833,246 in financial aid in District
  - In 2010-11, District expects 14,500 students to receive \$30,900,000 in aid
- Responsibilities
  - Advising, in-taking, evaluating, verifying, certifying, revising, awarding, disbursing, accounting, reconciling, outreach, and in-reach

- Accountability
  - Federal Government
  - California Student Aid Commission
  - California Community Colleges Chancellor's Office
  - EdFund (prior to July 2010, as loan guarantor)
  - Reports
  - Annual audits – potential federal/state program review
    - If errors are found, colleges are liable for funds disbursed incorrectly
    - Colleges are evaluated by loan default rate
- Statistics and Growth by College
  - Chabot College – 67.2% increase from 2005-06 (\$9,792,805) to 2009-10 (\$16,376,061)
  - Las Positas College – 229.4% increase from 2005-06 (\$2,346,850) to 2009-10 (\$7,730,951)
- Fee Increase
  - Impact will be increased demand
- Trends and Challenges
  - Trend in federal and state aid is to decentralize service and delivery and transfer the workload to the financial aid offices
    - Direct Lending, Two PELLs in one year, Simplified FAFSA, Decentralized Cal Grant, Gainful Employment Rules, Cohort Default Rate calculation
  - Financial Aid Fraud
- Accomplishments and Successes
  - Transitioned to Direct Lending (Department of Education is now the bank)
  - Transitioned to Higher One – third party payment system
  - Moved to ZoneMail – electronic communication, saving mailing and printing costs by 75% and staff time
  - All office forms are posted on website for download
- Adapting to meet Challenges
  - Established file completion deadlines
  - Closed counter or reduced drop-in hours to allow staff more dedicated processing time
  - Information and forms available on website 24/7
  - Board of Governors (BOG) Application – anticipated implementation of electronic application Spring 2011
- Summary
  - Growth is unprecedented, astronomical and not expected to subside
  - Federal regulations have shifted workload to the local level at the same time facing unprecedented growth
  - Changes in regulations continue to impact Colleges, making jobs/responsibilities more challenging and difficult

- Colleges are doing everything it can to support students who are facing unspeakable financial difficulties during this historic economic recession

Ms. Linzmeyer noted that there are rumors that next year PELL Grants will be reduced down to 2008 levels, which was \$4,050.

In response to a question raised by Trustee Mertes, Ms. Linzmeyer reported that Chabot College works with 10-12 feeder high schools, targeting those with the lowest entry rates as directed by the State.

In response to a question raised by Trustee Dvorsky regarding private high schools, Ms. Linzmeyer reported that her office works with Moreau Catholic High School every other year, alternating with California State University East Bay. In addition, she reported that Redwood Christian is relatively small so is encouraged to participate with another high school or at the event held on the Chabot Campus.

In response to the questions raised by Trustees Mertes and Dvorsky, Ms. Schreiber reported that Las Positas College does not have an Outreach person so they are limited in what they can do, scheduling 3-4 on-campus workshops in the Spring.

In response to a question raised by Trustee Vecchiarelli regarding measuring student progress, Ms. Linzmeyer reported that there are three measurements: 1) GPA (2.0 semester and cumulative); 2) completion rate (67% minimum of units attempted per semester); and 3) completion of program of study (150%). Ms. Linzmeyer reported that these are requirements set by the Department of Education. She also noted that there are extenuating circumstances and students can appeal the decision.

Trustee Vecchiarelli questioned if the federal government picks up a percentage when you collect the debt, to which Ms. Linzmeyer responded no. Ms. Linzmeyer noted the large amount of outstanding repayments that have accumulated. Ms. Schreiber reported that the way the District collects outstanding debts is through the Chancellor's Office Tax Offset Program (COTOP).

Trustee Gin questioned what constitutes a Board of Governors (BOG) fee waiver, to which Ms. Schreiber reported that this program is offered to any student who qualifies by showing they have even one dollar of financial need. The Colleges make a determination of this by the student filing an application for FAFSA. The other way they can qualify is by filing a paper, BOG application, if they are a recipient of Cal WORKS, Temporary Assistance for Needy Families (TANF), Social Security Income (SSI) or their income is below a set standard. She also reported that the Colleges have a "walk-in waiver." She reported that there are a phenomenal number of students who qualify for the fee waiver.

In response to a question raised by Trustee Gin, Ms. Linzmeyer reported that there are not a lot of private donations. She reported that the State has a program called the Osher Foundation, which is limited as it requires matching funds. In addition, she reported that ASCC and ASLPC have scholarship programs. Ms. Schreiber reported that Las Positas College gives away approximately \$100,000 in scholarships each year.

Trustee Gin questioned at what point the default rate becomes a “red” flag, to which Ms. Schreiber responded 20% for three years. Ms. Linzmeyer reported that it has recently been raised; if a College is at 30% consecutively for a couple years, it is in jeopardy of losing all financial aid programs, including the Cal Program. We are not in jeopardy of that. Ms. Linzmeyer expressed concern that the Colleges have no current means of going after the default loans and anticipates increased numbers of default loans.

Trustee Gin questioned if the District offers emergency loans, to which Ms. Schreiber reported that the Financial Aid Office at Las Positas College has a revolving fund of approximately \$4,000 which is available to students to purchase books on a case-by-case basis if they are getting their financial aid but haven’t gotten it yet. She also reported that the Vice President has a loan fund that they make available to students who do not qualify for a grant. Ms. Linzmeyer reported that at Chabot College in the past there were a number of funds that were available for students that did not qualify for financial aid; but for the most part, students did not repay these loans. Therefore, these loans are no longer offered.

In response to a question raised by Trustee Gin, Ms. Schreiber reported that she has not recently seen credit card vendors on campus, noting that credit card companies have tightened up offering credit.

Trustee Gin questioned the feasibility of centralizing some of the departments’ services, to which Ms. Schreiber noted very different student populations of the two campuses, requiring different policies and procedures. She reported that there might be some possibility where IT is concerned as well as Accounting. Ms. Linzmeyer reported that as we go forward with more technology, we will look at sharing some forms. She reported that the Colleges are two different federal school codes and they cannot legally share application files.

Student Trustee Nahinu noted that currently disbursements are received after classes start and questioned if the new legislations will delay disbursements even further. Ms. Linzmeyer reported that schools disburse funds at different times and that the District disburses funds earlier than many. She reported that we currently disburse funds after evaluations are complete and students receive their funds the first day or two of the semester. She also reported that the Colleges try to get the funds out to students as early as possible.

Trustee Dvorsky questioned if a student loan goes into default, will that credit history follow the student, to which Ms. Linzmeyer reported that when a student goes into default, it immediately goes onto a national student loan data base and they can't get any financial aid from any other college in the country until it is resolved. In addition, it goes onto their credit report. Ms. Schreiber also noted that it can't be dismissed even by bankruptcy.

Trustee Dvorsky expressed concern that we are talking about millions of dollars in financial aid and in this economy, questioned from where the money is going to come. Ms. Linzmeyer reported that over the years the Federal Government has had different programs and it always comes back to the PELL Grant. She reported that there have been discussions of eliminating all other programs and maximizing the PELL Grant. She reported that last week she heard that the PELL Grant would be decreased back to 2008 levels. She expressed that she does not know where that will go, noting that tuition across the country is not going to decrease to 2008 levels, and therefore, the students will be impacted by that. Ms. Schreiber also reported that the State is constantly threatening to pull the Cal Grant Program and they never do, noting that that would be a terrible tragedy as it pays for four possible years of tuition at a four-year institution.

Trustee Mitzman questioned if some of the manual work can be done electronically, to which Ms. Methe reported that her department is working on this.

Board Members expressed appreciation to both Ms. Linzmeyer and Ms. Schreiber for the wonderful, informative presentation and commended both for their hard work.

Ms. Linzmeyer recognized the hard work of the staffs at both Colleges, noting that they deserve the praise and thanks.

Chancellor Kinnamon expressed appreciation to the presenters for their presentation, noting that this touches on how our staff is asked to do more with less; and faculty are taking on more students in the classroom.

## **ADJOURNMENT**

The meeting was adjourned at 8:00 p.m.

## **NEXT MEETING**

The next Board of Trustees Meeting is scheduled for Tuesday, February 15, 2011 at the District Office at 6:30 p.m.

Minutes completed by:

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Beverly Bailey

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