

# OFFICIAL COPY

1



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

MINUTES  
January 16, 2018

District Office, 7600 Dublin Blvd, Dublin Ca 94568

### CALL TO ORDER

The regular meeting was called to order at 5:04 p.m. by Trustee Mitzman, Recording Secretary Debra Nascimento called the roll. Trustees Gelles was absent at the time of roll.

### PUBLIC COMMENTS

There were no Public Comments offered at this time.

### CLOSED SESSION

#### Motion No. 1

Motion made by Trustee Dvorsky and seconded by Trustee Maduli, the Board immediately adjourned to Closed Session at 5:05p.m.

Motion carried unanimously, 6-0 with Trustee Gelles absent.

### OPEN SESSION

The Board re-adjourned in Open Session at 6:33 p.m. Recording Secretary Debra Nascimento called the roll. Trustee Gelles was absent at the time of roll.

### ATTENDANCE

Members Present:

- Trustee Ms. Isobel F. Dvorsky
- Trustee Dr. Hal G. Gin
- Trustee Mr. Edralin "Ed" Maduli
- Trustee Dr. Marshall Mitzman
- Trustee Ms. Genevieve Randolph
- Trustee Mr. Carlo Vecchiarelli

Student Trustee Juliet Garcia Gutierrez

Members Absent: Trustee Mr. Donald L. "Dobie" Gelles (Excused)  
Student Trustee Chris Romero (Excused)

Recording Secretary: Ms. Debra Nascimento

Managers Present: Dr. Jannett Jackson, Chancellor  
Dr. Susan Sperling, President, Chabot College  
Ms. Roanna Bennie, Interim President, Las Positas College  
Dr. Matthew Kritscher  
Dr. Stacy Thompson  
Ms. Jeannine Methe  
Ms. Guisselle Nunez  
Ms. Krista Johns  
Mr. Wyman Fong  
Mr. Doug Horner  
Mr. Lorenzo Legaspi  
Ms. Barbara Yesnosky  
Ms. Julia Dozier  
Mr. William Garcia  
Mr. Walt Blevins  
Ms. Diane Brady  
Mr. David Betts

Others Present: Dr. Laurie Dockter, President, Chabot College Faculty  
Senate  
Ms. Noell Adams, President, Chabot College Classified  
Senate  
Dr. Tina Inzerilla, Las Positas College, Faculty Classified  
Representative  
Ms. Melissa Korber President, Las Positas College Faculty  
Association  
Ms. Rachel Ugale, District Services, District Classified  
Senate  
Ms. Tatianna Hernandez, Las Positas College Student Senate  
Mr. Zaheer Ebtikar, President, Chabot College Student Senate  
Mr. Mujeeb Dadgar  
Mr. Lawrence Aguilar  
Mr. Robert Nakamoto  
Ms. Abigail Garcia  
Mr. Amir Law  
Ms. Elvia Osorio-Rodriguez  
Ms. Cecilia Corral

Mr. Nathaniel Rice  
Mr. William Eddy

## **PLEDGE TO FLAG**

Trustee Dvorsky led the pledge to the flag.

## **REPORT OUT: ACTION TAKEN IN CLOSED SESSION**

No action was taken in Closed Session

### **1.6 PUBLIC COMMENTS**

The Congreso Familiar Steering Committee Members deeply expressed their gratitude to Chabot College for allowing the use of their facility to host their August 5, 2017 Congreso Familiar Conference, 653 people attended and 189 regional members were identified. A plaque of appreciation was presented to the Board.

### **1.7 APPROVE CONSENT ITEMS (CC)**

Consent Calendar items are designated by “cc” and are expected to be routine and noncontroversial. They will be acted upon by the Board of Trustees on a single motion without discussion. Any member of the Board or Public may request that an item be removed from this section for later discussion.

No exceptions to the consent calendar items were made.

President Mitzman read the following: Summary of Government Code 54953© (3) which requires that, before taking final action, the Board must orally report a summary of the recommendation regarding the salaries, salary schedules, or compensation paid in the following summary regarding such items appearing on the consent agenda. Item 3.2 (Management Personnel), pertains to final action by the Board regarding the approval for the following contracts of employment:

- Abigail G. Patton at Range 13, Step 5
- Nathaniel L. Rice at Range 15, Step 1
- Debra D. Trigg at Range 19, Step 6
- Stuart J. McElderry at Range 19, Step 1
- James R. Yoke at Range 16, Step 1

All Contracts of Employment mentioned above are entitled to the same fringe benefit package as other managers per Board policy and procedures.

- Cynthia Hicks at \$59.90/hour, no benefits

Motion No. 2

Trustee Vecchiarelli made a motion, seconded by Trustee Maduli, to approve the Consent Calendar.

Motion carried unanimously, 6-0, with Trustee Gelles absent.

The following items were approved on the Consent Calendar:

**General Functions**

- 1.8 Approval of Minutes of January 20, 2018, Regular Meeting

**3.0 PERSONNEL**

- (cc) 3.1 Classified Board
- (cc) 3.2 Management
- (cc) 3.3 Executive

**4.0 EDUCATIONAL SERVICES**

- (cc) 4.1 Acceptance of Gift - Las Positas College
- (cc) 4.2 Acceptance of Gift - Las Positas College
- (cc) 4.3 Approval of Child and Adult Care Food Program (CACFP) Agreement between Revolution Foods, Inc. and Chabot-Las Positas Community College District, Chabot College Early Childhood Development Laboratory School
- (cc) 4.4 Approval of Agreement between the City of Hayward and Chabot-Las Positas Community College District for Work on Community Vision, Chabot College
- (cc) 4.5 Approval of Curriculum Changes, Chabot College
- (cc) 4.6 Approval of Curriculum Changes, Las Positas College
- (cc) 4.7 Approval of the 2017-19 Integrated Plan for Basic Skills Initiative, Student Equity, and Student Success and Support Program, Chabot College
- (cc) 4.8 Approval of the 2017-19 Integrated Plan for Basic Skills Initiative, Student Equity, and Student Success and Support Program, Las Positas College
- (cc) 4.9 Approval of Agreement – La Clinica De La Raza and Chabot-Las Positas Community College District for the Dental Hygiene Program, Chabot College
- (cc) 4.10 Approval of Agreement between Pepperdine University and Chabot-Las Positas Community College District, Chabot College
- (cc) 4.11 Approval of Agreement – Tiburcio Vasquez Health Center, Inc. and

- Chabot-Las Positas Community College District for the Dental Hygiene Program, Chabot College
- (cc) 4.12 Approval to Travel Abroad – International Forensics Association Tournament to Montreal, Canada, Las Positas College
  - (cc) 4.13 Second Reading and Approval of College and Career Access Pathways Partnership Agreement for Dual Enrollment between San Lorenzo Unified School District and Chabot Las-Positas Community College District, Chabot College

## **5.0 BUSINESS SERVICES**

- (cc) 5.1 Approval of Commercial Warrant Registers
- (cc) 5.2 Approval of Payroll Warrants Registers- November
- (cc) 5.3 Approval of Payroll Warrants Registers- December
- (cc) 5.4 Approval for Establishing Non-Resident (Out-of-State and International) Tuition Rates for 2018-19
- (cc) 5.5 Approval of Award of a Piggyback Contract for Technology Solution Based Furniture for New Academic Classroom Building 100 at Las Positas College using NCPA Contract
- (cc) 5.6 Approval of Declaration of Surplus Property to be sold at Public Auction Sale and Donation or Disposal of Any Items Not Sold
- (cc) 5.7 Approval of Agreement - Simas Taylor LLP for Winery Bond Legal Services, Las Positas College

## **6.0 FACILITIES PLANNING AND DEVELOPMENT**

No Items

## **7.0 ECONOMIC DEVELOPMENT/CONTRACT EDUCATION**

- (cc) 7.1 Approval of Grant Agreement No. C17-0064- California Community College Chancellor's Office (CCCCO), District-Economic Development

### **1.8 PUBLIC HEARING: Chabot- Las Positas Community College District's Successor Proposal for 2018 for the Collective Bargaining Agreement with the Chabot-Las Positas Faculty Association**

President Mitzman opened the Public Hearing on the District's Successor Proposal for 2018 for the Collective Bargaining Agreement with the Chabot-Las Positas Faculty Association at 6:47 p.m. Hearing no comments, he closed the Public Hearing at 6:48 p.m.

### **1.9 PRESENTATION: Measure B Annual Report**

Chancellor Jackson introduced Vice Chancellor Horner who introduced the Presenter Ms. Helen Bridge, Chair of the Measure B Citizens Oversight Committee.

Ms. Bridge stated the 2017 Measure B Project Highlights include:

- At Las Positas College Building 100, the expanded facility construction is scheduled to be complete, in May 2018
- At Chabot College design is complete and the new Biology Building 2100 is out to bid. Construction is scheduled to begin March 2018.

Ms. Bridge was happy to report, the independent auditor conducted a financial and performance audit for the Chabot-Las Positas, Measure B General Obligation Bond funds for the year ended June 30, 2017. She reported the result of their audit indicated that, in all significant respects, the District expended Measure B General Obligation Bond funds only for the specific projects developed by the District's Board of Trustees and approved by the voters, in accordance with the requirements of Prop 39.

In conclusion, the Citizen's Oversight committees' 13<sup>th</sup> annual report to the community for 2018 will be distributed via an insert in Bay Area News Group's newspapers for Alameda County on January 21, 2018. Non-Subscribers will receive the report in the mail on January 22, 2018.

Lastly, she thanked the Board for their attention and time.

#### **1.10 PRESENTATION: Update on Hiring Process 2018/2019**

Chancellor Jackson stated presentations will be given tonight from each college including the Vice Chancellor of Human Resources. This presentation was requested by the Board on the processes for hiring, primarily looking at the process for faculty hires.

Interim President Ms. Roanna Bennie with Las Positas reviewed a diagram: Process for Faculty Hiring Prioritization Committee (FHPC)

- The process begins with Program Review (Applications are developed in response to critical needs)
- FHPC Meets (before the applications are due to review and discuss LPC goals, the form, committee charge, and receive training on data)
- Position Request Forms are Due the (Friday before September's Division Meeting for review by the Deans)
- There is a review by the Divisions (September Division Meeting (3<sup>rd</sup> Wednesday of the month), these are forwarded to FHPC)
- FHPC meets to discuss and rank (Last week of September forwarded to RAC for information, then forwarded to Academic Senate)
- The Academic Senate reviews rankings (second week of October)
- The Academic Senate approves (If there are concerns, FHPC will reconvene and recommendation forwarded to the President)
- President's Decision and Announcement (the Prioritized List is then forward to the District)

Part-Time/Adjunct Hiring:

Adjunct hiring is managed at the Division level through the Dean based on programmatic needs throughout the year.

Emergency and Retirement Replacement:

Emergency replacement refers to the situation where a full-time position is vacated unexpectedly. Retirements, resignations, and deaths do not necessarily constitute an "emergency".

The basic process remains the same: submissions of a form (with an explanation), reviewed by the Dean, FHPC holds a meeting with a decision by consensus whether to replace or move to next fall's pool, recommendation to the Academic Senate, then finally to the President. This would be implemented in the fall after the September ranking (or early spring) so that hiring could be done in the same timeframe as those already ranked.

Upon occasion there is a failed spring search and that position is recruited in the fall for a January hire.

She explained the process of Classified Prioritization as well. She also shared stats of posted positions in the spring and fall.

Board Questions/Comments:

Trustee Maduli asked what LPC goals are and how many positions are funded before going into a meeting, to which Roanna Bennie reported they don't know these numbers as they are still being ranked and they are still working on what the faculty obligation number. Trustee Maduli also asked if they know the vacancies at the time of the meeting, Bennie answered yes, the positions are identified.

Trustee Randolph questioned what data is used, to which Bennie reported there are various pieces that are reviewed, the committee is trying to get at the need, number of sections, fill rates, number of sections taught by Full-Timers compared to positions taught by Part-Timers that would be a very significant piece in their consideration.

Trustee Vecchiarelli questioned, whether consideration been taken in regards to the FON, in which Bennie stated that isn't something that they set, that number is given by the state. Trustee Vecchiarelli also asked, how you get into the process of being selected, Bennie answered, programs don't spring up overnight, and these programs have to be built so they become part of the process as they are built.

President Sperling added, recent years at Chabot they built a process that Interim President Bennie described and successfully prioritized and hired an Ethnic's Studies Instructor for the

first time in the college's history. Interim President Bennie interjected, they have recently hired a Global Studies Program similar to what she described.

President Mitzman asked for clarification regarding hiring in the fall, to which Ms. Roanna Bennie answered, we're an entire year ahead, she further explained this fall semester they're getting ready to hire for next fall.

President Mitzman, questioned part-timers to full-timers, relying on the part-timers could potentially put us in trouble, to which Bennie reported, 75% of the courses available will be taught by full-timers. That is an aspirational goal set by the State Chancellor's office.

President Mitzman, also stated students are claiming they don't have available classes to graduate, to which Bennie answered scheduling is done with the Coordinators and the Deans, they determine what courses are needed.

President Mitzman, inquired about Robotics Courses being offered at the Elementary, Junior and High School level, are we looking at that area in partnering with them? Interim President Bennie, reported we have strong relationships with Tri- Valley Collaborative and the Unified School Districts in our area, very specific programs that are connected to their programs.

Trustee Randolph, inquired about the posting schedule, to which Bennie reported they are somewhat delayed due to the SERP.

President Mitzman thanked Interim President Bennie for her thorough report.

President Sperling introduced Vice President of Academic Services Dr. Stacey Thompson who took us through Chabot's process. President Sperling made a few introductory comments regarding, the Faculty Prioritization Process stating that Chabot is a fine example of a marrying of data analysis at many different levels along with the overall college strategic planning process, mission, goals and objectives. This also combines advocacy at the discipline and division level with an entire college analysis of needs which is very critical. She stated she thinks this illustrates a successful aspect of shared governance because it involves the efforts and contributions of many people. Lastly, she stated they have a Classified Prioritization that has been developed through excellent efforts.

Vice President Thompson addressed the Board and wished everyone a Happy Holiday Season. She clarified that all their processes are vetted through their college system and the majority of their resource allocation goes through their Program Review process. She emphasized their program review process is essential for: being reflective about what their programs are doing and how they being successful; what resources they need in order to improve and in some cases, what is needed to increase programs or find programs that are no longer useful. She also stated they are looking at what the workforce is demanding and what they are able to address those needs.

She proceeded to review the diagram showcasing there process:



#### Division Meetings

- Proposals discussed by faculty and deans at division meetings

Level I Proposals are all forwarded to the Faculty Prioritization Committee (FPC)

#### Planning & Resource Allocation Committee (PRAC)

- PRAC provides guidance regarding areas of need as defined by the integration of the college's mission and values, strategic planning, program reviews, and Dean's summaries.

#### FPC Meets Deliberates and Ranks

- Weighted voting is part of the process
- The ranked positions are forwarded to PRAC & the Academic Senate for information
- The ranked forwarded to the Faculty Prioritization Committee Level II

#### Level II FPC Committee

- Ranking results positions are then reviewed. If changes to ranking, are recommended by Level II, rationale will be presented to Level I

#### Level II Approves

- Recommendation forwarded to President within five working days

#### President Decision & Announcement

- The Prioritized List is forwarded to the District Senior Leadership Team (SLT)

#### Emergency Replacements:

Refers to the situation where a full-time faculty position is vacated unexpectedly. Emergency replacements are required:

- The Division Dean requests and includes an explanation about the need for the continuation of the vacated position as well as the rationale about the timing of the hiring action. The Level II Committee calls a meeting when the request is received.
- Based on the data provided in the request, the Level II Committee recommended whether or not to seek an immediate replacement of the position, or whether to place the application in the general pool for the following year. This recommendation is forwarded to the College President.

\*Proposals for a decision are derived from:

- Program Review
- External mandates and/or accreditation;
- Program continuance;
- Unexpected vacancies;

- Or any other critical need for the college

No- emergency requests—PRAC & FPC receive recent three years Enrollment Management data from the Institutional Research office.

\*FPC Level Composition:

- VPs of Academic and Student Service, Deans
- 2 representatives from each of the instructional divisions;
- 1 faculty from library;
- 2 faculty from student services areas
- Academic Senate President;
- Faculty Association Representative

\*FPC Level II Composition:

- VP Academic Services;
- VP Student Services
- Academic Senate President

Part Time/Adjunct Hiring:

On-going throughout the year based on programmatic needs

Board Questions/Comments:

Trustee Maduli asked how long does it take to fill vacant positions for an emergency hire, to which VP Thompson answered that is difficult to answer, it varies, hiring is normally done in the spring, if it is a discipline such as nursing where accreditation requires them to a certain amount of full time faculty, then that process is started as soon as someone retires or leaves the position. He also asked, what process is taken if there isn't any faculty to teach a course, what is done? To which VP Thompson answered by stating if there isn't an adjunct to hire, the class will be cancelled. Trustee Maduli then asked, who makes the decision to cancel the class, the college or the chancellor? President Sperling answered by stating that is a complex question, which the decision would come out of leadership at the college and leadership at the District level. Chancellor Jackson commented, those decisions to hire adjunct staff or looking at hiring long term subs are done at the college, that's not done by the Chancellor or the District.

Trustee Randolph asked why there isn't a timeline posted, to which VP Thompson stated at the end of the semester when the Faculty Prioritization is presented through the President which makes her final recommendation, the date for the Program Review changes and is not the same every year. She stated, they have been changing and refining their processes this year and didn't want to be confined with a certain date as there are changes being made.

Chabot College Student Senate President, Mr. Zaheer Ebtikar asked if students can be a part of these committees, in which VP Thompson stated yes.

Chancellor Jackson reiterated what Vice President Thompson stated regarding Chabot's Timeline, the District has an end date so proper advertising can be done. Their dates vary, but they always met that end date during the regular process, not the Emergency process.

Chancellor Jackson thanked Vice President Thompson for her report.

Chancellor Jackson introduced Vice Chancellor of Human Resources Mr. Wyman Fong who gave an update and detail on the SERP in terms of addressing the 59 vacancies throughout the District.

Vice Chancellor Fong provided a PowerPoint Presentation which highlighted the following:

2017-18 SERP PARTICIPANT DATA:

| Classification          | Chabot    | Las Positas | District  | TOTAL COUNT |
|-------------------------|-----------|-------------|-----------|-------------|
| Faculty                 | 18        | 10          | 0         | 28          |
| Classified              | 10        | 3           | 8         | 21          |
| Confidential/Supervisor | 0         | 0           | 5         | 5           |
| Administrator           | 1         | 1           | 3         | 5           |
| <b>OVERALL TOTAL</b>    | <b>29</b> | <b>14</b>   | <b>16</b> | <b>59</b>   |

## 2018 TENURE- TRACK FACULTY RECRUITMENTS

| CHABOT COLLEGE (20+2 POSITIONS*)         |      | LAS POSITAS COLLEGE (16 POSITIONS)             |      |
|--|------|--|------|
| Automotive Instructor                    | SERP | Administrative of Justice Instructor           | SERP |
| Biology Instructor (2 Positions)         | SERP | Art History Instructor                         |      |
| Chemistry Instructor                     | SERP | Articulation Officer                           |      |
| Communication Studies Instructor         |      | DSPS Counselor                                 |      |
| DSPS Counselor                           |      | English as a Second Language Instructor        |      |
| Early Childhood Development Instructor   | SERP | Fire Service Technology Instructor/Coordinator | SERP |
| Electronic Systems Technology Instructor | SERP | General Biology Instructor                     |      |
| English Instructor (2 Positions)         | SERP | General Business Instructor (2 Positions)      |      |
| Geography Instructor                     |      | History Instructor                             |      |
| Institutional Research Coordinator       | SERP | Kinesiology Instructor                         | SERP |
| Kinesiology/Athletics Instructor         |      | Librarian                                      |      |
| Librarian                                | SERP | Math Instructor (2 Positions)                  | SERP |
| Machine Tool Technology Instructor       | SERP | Psychology Instructor                          | SERP |
| Math Instructor (3 positions)            | SERP | Tutorial Center Instructor/ Coordinator        |      |
| Nutrition/Health Instructor              |      |  |      |
| Welding Instructor                       | SERP |  |      |

Chancellor Jackson interjected for point of clarification, what Vice Chancellor Fong is alluding to is the number of Faculty hires, were also going to be going out for Classified hires as they were a part of the SERP as well as Administrators both of which have been reflected on the previous chart.

Trustee Maduli asked of the 21 classified positions being vacated how many are being replaced, in which Vice Chancellor Fong answered with stating some of them have already been replaced, the colleges are prioritizing the remaining and bringing those recommendations to the District. He noted to date, every position that has been brought forward to the District has been advertised. In closing he added, there are currently 42 positions advertised, including the 12 faculty positions.

Chancellor Jackson gave an example of Marsha Crockren in December instead of June, and the Board approved a replacement for her at the last Board meeting. Vice Chancellor Fong commented, Interim President Bennie mentioned we're shooting for a certain timeframe with a fall hire with faculty; with Classified Professionals there is a little more generosity and getting those through and determining when those positions go forward; this is a college decision on when those positions are backfill.

#### Functions of Human Resources

- Request to announce received/reviewed/approved
- Review Job Descriptions (normally with division dean) for online posting
- Work with colleges concerning committee composition per hiring procedures
- Provide mandated hiring committee training for each and every member

- Conduct outreach efforts

#### Outreach Efforts

- 2018 CCC Registry State-Wide Job Fair
- Advertising Resources
- Academic Advertising

Vice Chancellor Fong stated the Human Resources Department assists the colleges with the hiring process. Both campuses are participating in a Job Fair on January 20<sup>th</sup> at the State Wide Registry Job Fair, which is sponsored by the State Chancellor's office. He stated when it comes to more specialized positions such as Nursing and Automotive. HR works with the Deans to customize that outreach, as some recruitments are more difficult.

#### HIRING TRENDS

- Permanent/Regular Hiring Trends: Summary

| <b>PERMANENT/ REGULAR HIRING TRENDS:SUMMARY</b> |               |                    |                 |                       |
|---|---------------|--------------------|-----------------|-----------------------|
| <b>FY</b>                                       | <b>Chabot</b> | <b>Las Positas</b> | <b>District</b> | <b>TOTAL COUNT</b>    |
| 2012 TO 2013                                    | 4             | 8                  | 4               | <b>16</b>             |
| 2013 TO 2014                                    | 25            | 15                 | 9               | <b>49</b>             |
| 2014 TO 2015                                    | 29            | 20                 | 9               | <b>58</b>             |
| 2015 TO 2016                                    | 51            | 31                 | 34              | <b>116</b>            |
| 2016 TO 2017                                    | 50            | 47                 | 32              | <b>129</b>            |
| 2017 TO 2018*                                   | 27            | 24                 | 12              | <b>*63 (mid-year)</b> |
| <b>OVERALL TOTAL</b>                            | <b>186</b>    | <b>145</b>         | <b>100</b>      | <b>431</b>            |

Vice Chancellor Fong complimented both colleges for all their efforts in the hiring process and stabilizing the workforce and is very proud to partner with them.

#### PERSONNEL ACTIONS

| <b>PERSONNEL ACTIONS/ENTRIES</b>    |                    |
|-------------------------------------|--------------------|
| <b>FY</b>                           | <b>TOTAL COUNT</b> |
| 2013 TO 2014                        | 4859               |
| 2014 TO 2015                        | 5243               |
| 2015 TO 2016                        | 7166               |
| 2016 TO 2017                        | 8374               |
| 2017 TO 2018* (Subject to increase) | 5514* (mid-year)   |

President Mitzman thanked Vice Chancellor Fong for his marvelous presentation.

Chancellor Jackson stated, if there are any questions they should be directed to the presidents. She stated the Board wanted to get an overview primarily on the Faculty hiring process so we didn't focus on the classified professionals nor the administrators; but, we will be going

out to replace those individuals which are not reflective in the numbers that Vice Chancellor Fong shared tonight.

## **2.0 REPORTS, FACULTY, CLASSIFIED AND STUDENT SENATES**

### **2.1 PRESIDENTS OF CHABOT AND LAS POSITAS COLLEGES FACULTY SENATES**

**Las Positas Academic Senate President, Ms. Melissa Korber reported on the following items:**

They are currently focusing on putting together Second Level 10 Year Review Committees. Also working and developing coordinating committees for the 16 new positions.

Global Studies Program was presented at the last Academic meeting that was held on December 13<sup>th</sup>. Basic Skills Initiative also presented a new workshop. Lastly, there was a presentation on the Facilities Masterplan as well and they approved the Faculty Hiring Prioritization Ranking, she noted the senate approval, is part of this process.

She concluded her report with stating the Self-Assessment on Guided Pathways was signed and sent off to the state in hopes that it moves forward with the approval process.

**Chabot College Academic Senate President, Ms. Laurie Dockter reported on the following items:**

A meeting was conducted this past week regarding Guided Pathways, Chabot too, as Las Positas, signed off their Self-Assessment and are working on a plan. The Steering Committee is looking at the pathways to make the process for students seamless. She emphasized this is now going to be essential as the new budget funding proposal will be looking at things differently. She indicated they will be trying to hold some breakout sessions on their flex days.

She concluded her report with stating tomorrow will be her first day of teaching.

## **2.2 PRESIDENTS OF CHABOT AND LAS POSITAS COLLEGES AND DISTRICT CLASSIFIED SENATES**

The District Office had nothing to report at this time.

### **Chabot College Classified Senate President, Ms. Noell Adams reported on the following items:**

The Coat Drive was held last week. The target goal was 150 coats and this was exceeded with collecting 204 coats and collecting \$77 in donations. They are very grateful to the Chabot community for all their contributions.

Several members of the Classified Senate have joined the Guided Pathways Steering Committee. She emphasized this takes a lot of cross functional, collaboration and participation between Faculty, Academic Affairs and Student Services and she is pleased so many Classified Senate members are participating.

She stated during the last 4 Classified Senate meetings that they have had a reoccurring item on the agenda regarding the relationship between the District and the College. They have continued to have this discussion and certain questions have been raised about actions taken and or decisions made by District leaders that have concerned Classified Senate. She stated that after their meeting this Friday, they will likely be requesting a meeting with the Chancellor to address these questions and concerns.

### **Las Positas College Classified Senate:**

Nothing to report at this time.

### **Las Positas College Student Senate President, Ms. Tatiana Hernandez reported on the following items:**

Winter retreat at Las Positas occurred yesterday at which they planned out their events for the semester, finalizing their finishing touches before they put out their Charging Stations that were purchased last semester for students to use.

To include the Legislative Senate Director who went over the process of changing their Constitution and by-laws as they plan to do so this coming semester. He also led a review of Robert's Rules of Order.

They plan to do a lot more events to bring their school together and execute a few projects, such as:

1. Reflection Room
2. Launching a Food Pantry (a few senators will be visiting Chabot to see how they organize their pantry)

Welcome Week is underway and they've set up a booth where they are handing out maps, snacks, supplies, and text books.

She stated she will be attending the Higher Leaders and Education Conference where she hopes to network with other students and expand her leadership skills as president and implement new ideas at the college and possibly at the District.

Information Item: Nessa Julian and Juan Garcia have taken Scott Miner the Student Government Advisor.

She concluded with stating, she is excited to see what Chabot and Las Positas can accomplish this year.

Trustee Vecchiarrelli inquired about the Charging Stations and the energy cost, which Ms. Hernandez responded by stating they have purchased 4 stations total and she will research the energy costs and get back to the Board with an answer. Trustee Vecchiarrelli also asked if there were any charges to the students, Ms. Hernandez responded stating no.

**Chabot College Student Senate President, Mr. Zaheer Ebtikar reported on the following items:**

A winter retreat at Chabot occurred last week in which they planned out their events for the semester and went over last semester's events.

He personally thanked the Director of Grants, Yvonne Wu-Craig for her tireless work for The IEPI Guided Pathways Initiative in which they've been moving forward with as a campus. The college is benefiting from the programs and once the funding comes in he is confident they can start testing the special programs.

He inquired about the Vote of No Confidence that was taken in previous meetings and what the District is doing to answer those questions and how they were going to give responses and work forward in terms of closing up this semester.

### **GOOD OF THE ORDER**

Mr. William Eddie, Faculty Association Representative mentioned the following:  
Sunshine letter was sent to the District which means they will open their contract for negotiations for the next 3 years. The next step would be to come to the Board for approval, once that is approved then they can move forward with negotiations with the District.



## **10.0 REPORTS- SENIOR LEADERSHIP AND TRUSTEES**

### **10.1 PRESIDENTS OF CHABOT AND LAS POSITAS COLLEGES**

**Ms. Roanna Bennie (Interim President), Las Positas College reported on the following items:**

Reviewed the Newsletter and highlighted the new buildings progress on the back of the editorial.

**Dr. Susan Sperling, President, Chabot College reported on the following items:**

Thrilled to note that of the 80 different communities across the Country that applied for the contentious funds for the Promise Neighborhood Grants, 4 were chosen and the Hayward Promise Neighborhood was one of them. Chabot has been a major partner in this work, she was delighted and amazed as the odds were so overwhelming. Chabot is partnering with the East Bay, City, and the City of Hayward and Hayward Unified School District and 15 or more non-profit organizations. In the future a presentation will be given regarding the work going forward. A handout was also provided.

She concluded with welcoming the new I. H.S. Director, Abigail Garcia Patton, Dean of Counseling Debbie Trig and Director of DSPS Program, Nathaniel Rice.

### **CHANCELLOR REPORT**

She piggybacked to what Ms. Laurie Docker stated that will be some changes on next year's budget. On January 10, 2018 Governor Jerry Brown released the January proposed 2018-19 Budget. In Base funding will be increased by 4% through Proposition 98. A minimum Guarantee is projected at \$78.3 billion for 2018-19, up from \$75.2 billion for 2017-18.

The District funding model is a transition to a Student-Centered Funding Formula- which allocated for:

- Base Grants (50% of formula)- based on FTES enrollment
- Supplemental Grant (25% of formula)- based on the number of low-income students
- Students Success Incentive Grant (25% of formula)- based on the number of degrees and certificates granted and the number of students who complete a degree of certificate within a specified time frame
- Hold Harmless Provision-hold districts harmless during the first year of implementation

COLA: \$161.2 million for 2.51% cost-of-living adjustment

Development of 115<sup>th</sup> Community College which will be online. That will not affect our FTES however, she stated there are consequences when this is done. This also is part of what was already mentioned in regards to the software; it is the next phase of the implementation of the online education initiative. To be a part of the online college you must have purchased the software as the platform. This is projected to roll out in the next 2 years. She stated, this will have a lot of consequences on what we do and how we do things moving forward.

The District did a presentation in May for an IEPI (Institutional Effectiveness Partnership Initiative) Debriefing to the college and district participants in the IEPI process. The district submitted a preliminary plan in June. The final plan was not approved until September. Therefore, the anticipated fall date for starting the IEPI plan was delayed into the Spring Term. Final IEPI was presented to the Chancellor's Council in November. Dr. Barry Russell and Vice Chancellor Johns will be assisting in this.

Kickoff this month of the District Facilities Master Plan with MIG who is the consultant who is working with the District and both colleges to move forward. This is being funded by the Measure A Bond.

As part of the Measure B Bond the highest priority project for technology as part of the Measure A Bond was the upgrade of our WI-FI and internet connectivity at the colleges. ITS has made significant improvements. During the fall term they more than tripled the existing wireless coverage. Existing Wi-Fi Access Points (WAPs) were replaced and additional WAPs were installed to maximize the wireless coverage. All the buildings that had the necessary cabling to support the wireless access points (WAPs) have been updated and the remaining buildings are in progress with cabling installations planned for off -hours through February.

The Chancellor's Listening Sessions are underway, the first was with M&O was on December 18<sup>th</sup>. The other dates are:

- Las Positas: 1/23, 1/24, 1/25
- District: 1/31
- Chabot: 2/27, 2/28, 3/1

Chancellor Jackson encouraged everyone to attend.

Lastly, she asked the Board to keep Vice Chancellor Legaspi's family in their thoughts as he recently lost his mother-in-law in the Philippines.

## **TRUSTEE REPORT AND/OR OFFICIAL COMMUNICATIONS**

Student Trustee Juliet Garcia Gutierrez stated, she was happy to be back from break.

Trustee Maduli stated he enjoyed attending Las Positas College's Holiday Breakfast.

Trustee Gin suggested everyone stay well through the flu season.

President Mitzman stated he has been with the District for 10 years as well as Chabot's Vice President Matt Kritscher. He thanked Chabot for sponsoring the Martin Luther King celebration event at Chabot with the choir from Mt. Eden and Guest Speaker Mark Copland. Lastly, he thanked Trustee Gin for his assistance in running the meeting and wished him a safe trip to China.

**ADJOURNMENT**

Motion No.3

Trustee Vecchiarelli made a motion, seconded by Trustee Gin to adjourn the meeting at 8:25 p.m.

Motion carried unanimously, 6-0, with Trustees Gelles absent.

**NEXT MEETING**

The next Meeting of the Board is a Regular Meeting scheduled for February 20, 2018 at the District Office.

Minutes prepared by:



Debra Nascimento  
Recording Secretary



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