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

**MINUTES**  
**October 20, 2020**

### **PLACE**

Chabot-Las Positas Community College District, 7600 Dublin Blvd, Dublin Ca 94568. Due to the current pandemic and social distancing restrictions, this meeting was held through Teleconference, Zoom.

### **CALL TO ORDER**

Board President Maduli called the regular meeting to order at 5:00 p.m., Recording Secretary Debra Nascimento called the roll.

### **PUBLIC COMMENTS**

There were no Public Comments offered at this time.

### **CLOSED SESSION**

#### Motion No. 1

Motion made by Trustee Heredia and seconded by Trustee Granger, the Board immediately adjourned to Closed Session at 5:00 p.m.

Motion carried unanimously, 6-0.

Motion carried by the following roll call vote:

AYES:	Gin, Granger, Heredia, Maduli, Randolph, Sbranti
NOES:	None
ABSENT:	None
ABSTENTIONS:	None

**OPEN SESSION**

The Board re-adjourned in Open Session at 6:30 p.m. Recording Secretary Debra Nascimento called the roll.

**ATTENDANCE**

Members Present: Trustee Dr. Hal G. Gin  
Trustee Linda Granger  
Trustee Maria Heredia  
Trustee Mr. Edralin “Ed” Maduli  
Trustee Ms. Genevieve Randolph  
Trustee Mr. Tim Sbranti  
Student Trustee Mr. Frank Polanco  
Student Trustee Mr. Weixian Lin

Recording Secretary: Ms. Debra Nascimento

Managers Present: Mr. Ronald Gerhard, Chancellor  
Dr. Susan Sperling, President, Chabot College  
Dr. Dyrell Foster, President, Las Positas College  
Dr. Theresa Fleischer Rowland  
Mr. Wyman Fong  
Mr. Bruce Griffin  
Mr. Jonah Nicholas  
Ms. Guisselle Nunez

Others Present: Ms. Sarah Thompson, President, Las Positas College Faculty Senate  
Mr. Miguel Colon, President, Chabot College Faculty Senate  
Ms. Noell Adams, President, Chabot College Classified Senate  
Mr. David Rodriguez, President, Las Positas College Classified Senate  
Ms. Rachel Ugale, Chapter President, SEIU  
Mr. David Fouquet, President, Faculty Association

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

No action taken.

**1.5 PLEDGE TO FLAG**

Board Secretary Debra Nascimento led the pledge.

**1.6 PUBLIC COMMENTS**

Mr. Todd Steffan, Veterans First Program, Las Positas College invited everyone to participate in the 2.2 for 22 Walk for Vets Challenge. He stated the goal of the event is to help inform others about this important issue, and to give those who have experienced the loss of a fellow veteran an opportunity to share their story.

**1.7 APPROVE CONSENT ITEMS (cc)**

Motion No. 2

Trustee Gin made a motion, seconded by Trustee Sbranti, to approve the Consent Calendar.

Motion carried unanimously, 6-0.

Motion carried by the following roll call vote:

- AYES:                   Gin, Granger, Heredia, Maduli, Randolph, Sbranti
- NOES:
- ABSENT:
- ABSTENTIONS

The following items were approved on the Consent Calendar:

**3.0 PERSONNEL**

- (cc) 3.1 Executive Personnel

**4.0 EDUCATIONAL SERVICES**

- (cc) 4.1 Approval of Curriculum Changes, Chabot-Las Positas Community College District, Chabot College
- (cc) 4.2 Approval of Curriculum Changes, Chabot-Las Positas Community College District, Las Positas College
- (cc) 4.3 Approval of the Bay Area Community College Consortium (BACCC) Strong Workforce Program Regional Fund Agreement Between Cabrillo Community College District and the Chabot-Las Positas Community College District, Las Positas College
- (cc) 4.4 Approval of Contract with California School-Age Consortium (CalSAC) and Chabot-Las Positas Community College District, Chabot College
- (cc) 4.5 Approval of Grant Agreement between United Way Bay Area and Chabot-Las Positas Community College District, Chabot College
- (cc) 4.6 Approval of Subaward Agreement between Foothill-De Anza Community College District on behalf of California Virtual Canoes – Online Education Initiative (CVC-OEI) and Chabot-Las Positas Community College District, Las Positas College

- (cc) 4.7 Acceptance of Additional Funding for the Grant Subaward Agreement from Foothill-De Anza Community College District on behalf of California Virtual Campus – Online Education Initiative “Improving Online CTE Pathways Grant” for 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 Warrant Registers
- (cc) 5.3 Approval of Declaration of Surplus Property to be Sold at Public Auction Sale and Donation or Disposal of Any Items Not Sold
- (cc) 5.4 Approval of Community College League of California Requisition, Chabot-Las Positas Community College District, Las Positas College
- (cc) 5.5 Acceptance of Grant Agreement from the U.S. Department of Education Chabot College TRIO Student Support Services STEM Program (P042A201882)
- (cc) 5.6 Acceptance of Grant Continuation and Augmentation from the U.S. Department of Education, in support of the TRIP Education Talent Search Program at the Chabot- Las Positas Community College District, Chabot College (P044A160820-20)

## **6.0 FACILITIES PLANNING AND DEVELOPMENT**

- (cc) 6.1 Approval of Award of Bid No. B20/21-01, Administration Services Interior Improvements, B1690 Project to JD General Construction, Inc.
- (cc) 6.2 Approval of Award of Bid No. B20/21-02, District-Wide Emergency Call Station Project Rebid to Electronic Innovations, Inc.
- (cc) 6.3 Approval of Award of Contract with CODA audio + visual for the AV System for New Baseball Field Project at Chabot College
- (cc) 6.4 Approval of Award of a Contract for Furniture, Fixtures and Equipment to Ward’s Science for the Biological Sciences B2100 Building Annex at Chabot College
- (cc) 6.5 Approval of Award of a Contract for Furniture, Fixtures and Equipment to Vanguard Concept Offices for the Economic Development and Contract Education, OSHA Training Center and Tri-Valley Career Center Relocation Project
- (cc) 6.6 Approval of Modification to the Contract with JD General Construction Inc., for Bid No. B19/20-04, B2420 AV Wall Replacement Project at Las Positas College
- (cc) 6.7 Approval of Modification to the Contract with TSE Construction for Bid No. B19/20 08, District-Wide Safe School Locks Project
- (cc) 6.8 Approval of Modification to the existing Lease/Leaseback Contract with Flint Builders, Inc., San Jose, CA, for pre-construction services for the Academic Support and Office Building at Las Positas College

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

- (cc) 7.1 Approval of Fiscal Agent Services Agreement –African American Male Education Network and Development, District-Economic Development
- (cc) 7.2 Approval of Ratification of Amendment No. 2 to Grant Agreement No. 18-065-

- 001- California Community Colleges Chancellor's Office, District-Economic Development
- (cc) 7.3 Approval of Ratification of Amendment No. 2 to Grant Agreement No. 18-206-001- California Community Colleges Chancellor's Office, District- Economic Development
- (cc) 7.4 Approval of Ratification of Amendment to Standard Grant Agreement No. C19-0071 California Community Colleges Chancellor's Office, District- Economic Development
- (cc) 7.5 Approval of Ratification of Amendment to Grant Agreement No. 19-038-001- California Community Colleges Chancellor's Office, District- Economic Development
- (cc) 7.6 Approval of Ratification of Amendment to Grant Agreement No. 19-042-001- California Community Colleges Chancellor's Office, District- Economic Development

## **8.0 INFORMATION AND DISCUSSION ITEMS (No Action)**

- 8.1 Informational Personnel Reports
- 8.2 First Reading of New, Reviewed, or Revised Administrative Procedures
  - AP 4102 Career and Technical Education Programs
  - AP 4103 Work Experience
  - AP 4104 Contract Education
  - AP 4105 Distance Education
  - AP 4222 Remedial Coursework
  - AP 4226 Multiple and Overlapping Enrollments
- 8.3 First Reading of New, Reviewed, or Revised Board Policy Procedures
  - BP 2100 Board Elections
  - BP 4104 Contract Education
  - BP 4105 Distance Education
  - BP 4110 Honorary Degrees
  - BP 4220 Standards of Scholarship
  - BP 4226 Multiple and Overlapping Enrollments
  - BP 4235 Credit for Prior Learning

## **9.0 OTHER ACTION (No Items)**

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

- 10.1 Presidents of Chabot College and Las Positas College
- 10.2 Chancellor
- 10.3 Recognitions
- 10.4 Trustee Reports and/or Official Communications

## **GENERAL FUNCTIONS**

### **1.10 APPROVAL OF MINUTES OF SEPTEMBER 8, 2020, REGULAR**

### **1.11 PRESENTATION: 2020-21 PROPOSED FINAL BUDGET: GENERAL FUND, CAFETERIA FUND, CHILD DEVELOPMENT FUND, CAPITAL PROJECTS FUND, SELF- INSURANCE (RUMBLE) FUND AND MEASURE B FUND**

Chancellor Gerhard presented the below presentation:

#### **CHRONOLOGY- STATE BUDGET REVIEW**

- May Revision- Proposed drastic cuts
  - State's response to COVID-19 induced session
  - Informed Tentative Budget approved by Board of Trustees
    - 8.5% reduction to Unrestricted General Fund, approx. \$10 million
    - \$20 million in estimated deferrals
    - No COLA or growth
    - Cuts to SEA Program, Strong Workforce, and Adult Education
    - Anticipated August Revision
- June: Enacted State Budget- No Cuts
- No August Revision

#### **FINAL STATE BUDGET**

- No reduction in apportionment funding
  - In place of reeducations, we have deferrals
- No Cost of Living Adjustments, 2.13%
- SCFF still 70/20/10 between base, supplemental and student success
- Extension of hold harmless through fiscal year 2023-24 (2-year extension)
- Excludes from 50% law calculations COVID-19 related expenditures
- Proposed cuts to categorical programs avoided, instead funding at 2019-20 spending levels

#### **2020-21 BUDGET ASSUMPTIONS (PAGES 3 & 4)**

- General Assumptions:
  - Relatively flat revenues
  - Continues to rely upon hold harmless funding
  - Balanced through use of:
    - Budget reductions
    - Salary benefit savings from vacant and budgeted positions
    - Use of hold harmless funding
- Revenue Assumptions:
  - No general apportionment cuts but deferrals

- Deficit factor of 1%
- No COLA
- No growth
- FTES targets of:
  - 17,505 credit FTES
  - 144 non-credit FTES
  - Productivity of 490 (main group)
- Expenditure Assumptions:
  - Funds all contractual obligations
  - Any salary and benefit savings associated will be used, to the greatest extent possible, to offset identified deficits
  - Projected step and column salary increase of \$1.5 million
  - Projected statutory and health and welfare benefit increase of 9.48% (\$1.4 million)
  - Projected STRS decrease of .95%, from 17.01% to 16.15% (\$226,196)
  - Projected PERS increase of .979%, from 19.721% to 20.70% (\$592,045)
  - Funded vacant positions, aside from those identified as legally required or mandated, will be used to assist in addressing structural deficits

#### **UNRESTRICTED GENERAL FUND: MAJOR CHANGES FROM TENTATIVE (PAGE 13)**

- Unrestricted General Fund Revenue:
  - Increase in revenue of approximately \$15 million
  - \$10 million attributed to restoring 8.5% tentative cut
  - \$1 million in EDCE distribution to colleges
  - \$2 million in additional revenue to offset COVID-19 operational costs
- Unrestricted General Fund Expenditures:
  - Academic Salaries- increase of \$2 million to reflect estimated costs for achieving enrollment targets
  - Benefit- increase of \$1 million to reflect increase in premiums and increased retirement costs
  - Transfers out- Faculty reassign time (CBA) and special programs
- With these changes, went from \$11.47 million deficit to surplus of \$345,879

#### **RESTRICTED GENERAL FUND: MAJOR CHANGES FROM TENTATIVE (PAGE 13)**

- Restricted General Fund Revenue:
  - Increase in revenue of approximately \$5 million
  - Mostly attributed to the recognition of additional state grants
  - Unrestricted General Fund Expenditures & Transfers:
  - Corresponding increases to expend grant and restricted funds

#### **ECONOMIC DEVELOPMENT AND CONTRACT ED. FUND: MAJOR CHANGES FROM TENTATIVE (PAGE 40)**

- Revenue Changes:
  - Reduction of local revenues of \$7 million to reflect COVID- 19 impact on services

- Expenditure Changes:
  - Reduction of Services by approximately \$6 million to reflect
  - Increase in Capital Outlay of \$3 million to provide for tenant improvements for Owens Drive (one-time costs)

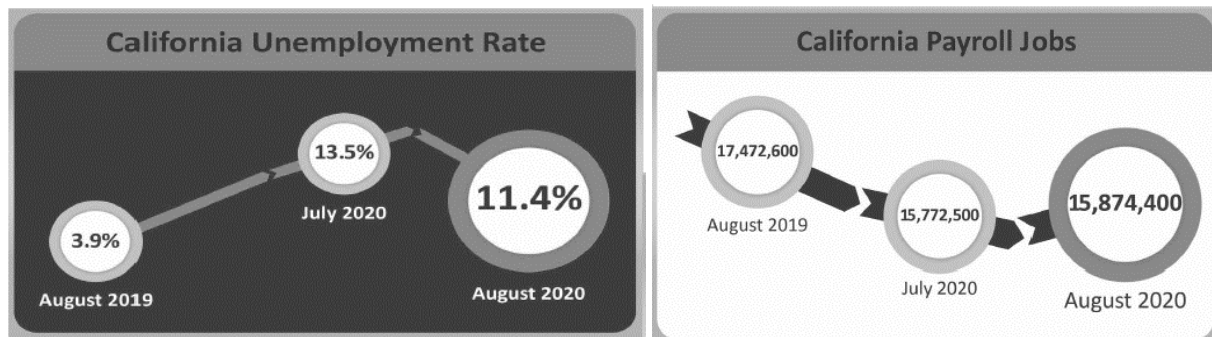
#### **SELF INSURANCE/RUMBLE FUND: MAJOR CHANGES FROM TENTATIVE (PAGE 42)**

- Revenue Changes:
  - None
- Expenditure Changes:
  - None, still budgeting for expenditures at amount included in latest actuarial study
- Note, ending fund balance projected to increase by \$3.7 million, or 71% over 2 years

#### **ROAD AHEAD**

- Challenges:
  - State level COVID-19 induced recession impacts on education funding
  - CLPCCD Budget Allocation Model
  - SCFF
- Opportunities:
  - 2-year extension of hold harmless
  - Development and expansion of partnerships (K-12 and 4 year)
  - Continue to adjust to new SCFF metrics

#### **CHALLENGES: ECONOMY**





## CHALLENGES: UNCHARTED TERRITORY



## CLPCCD BUDGET ALLOCATION MODEL

- Enrollment/FTES Target Setting Alignment:

	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
<b>DEMC Recommendation</b>										
<b>FTES</b>										
District	15,904.00	16,456.38	17,020.00	17,191.00	16,867.00	17,400.00	17,675.00	17,649.00	17,649.00	16,974.00
Chabot	8,984.00	9,698.00	10,030.00	10,128.70	10,055.00	10,199.90	10,261.00	10,202.00	10,202.00	9,878.00
LPC	6,920.00	6,758.00	6,990.00	7,061.90	6,812.00	7,200.10	7,414.00	7,447.00	7,447.00	7,096.00
				1.00%	-1.88%	3.16%	1.58%	-0.15%	0.00%	-3.82%
<b>320</b>										
District	16,143.70	16,223.08	17,196.54	17,640.02	15,625.28	18,838.91	15,665.99	16,973.57	16,973.57	
Chabot	9,516.00	9,599.00	10,131.95	10,454.62	9,023.44	11,111.32	8,926.99	9,877.97	9,877.97	
LPC	6,627.00	6,624.00	7,064.59	7,185.40	6,601.84	7,727.59	6,739.00	7,095.60	7,095.60	
				2.58%	-11.42%	20.57%	-16.84%	8.35%	0.00%	

**CLPCCD BUDGET ALLOCATION MODEL: STAFFING**

CLPCCD												
Position Control Analysis - CLPCCD												
Row Labels	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
ADMINISTRATOR ACADEMIC	21.00	20.00	20.00	19.90	20.69	19.50	22.00	22.00	23.00	23.00	23.00	22.92
ADMINISTRATOR CLASSIFIED	16.00	16.00	16.00	16.00	16.50	17.00	19.00	20.50	23.35	26.35	27.45	27.30
CLASSIFIED REGULAR	180.48	184.80	183.23	179.52	176.17	179.42	186.86	204.57	216.79	225.25	231.81	236.16
CLASSIFIED REGULAR HOURLY	2.70	2.00	1.91	0.86	0.62	3.07	2.62	1.44	2.44	2.51	2.88	2.88
CONFIDENTIAL	19.10	20.10	20.10	19.10	18.70	18.50	19.50	20.00	21.10	23.10	23.04	22.04
FACULTY CONTRACT TENURE TRACK	73.60	71.10	74.70	74.50	74.25	76.50	81.00	98.00	110.80	111.50	112.05	112.68
FACULTY TEMPORARY NON TENURE	0.80	1.80	1.80	1.00	1.00	1.00	1.00	1.00	3.00	3.00	2.00	2.00
FACULTY TENURED 10 PAY	167.03	166.42	167.05	161.07	157.20	158.19	162.38	160.65	166.43	168.20	171.07	179.40
SUPERVISORY	13.60	13.60	13.50	14.20	13.10	13.20	13.40	15.40	18.40	17.40	15.15	16.10
<b>Grand Total</b>	<b>494.31</b>	<b>495.83</b>	<b>498.29</b>	<b>486.14</b>	<b>478.22</b>	<b>486.37</b>	<b>507.76</b>	<b>543.57</b>	<b>585.31</b>	<b>600.31</b>	<b>608.45</b>	<b>621.48</b>

**ROAD AHEAD**

- PBC Work:
  - Develop 5-year budget model that anticipates:
    - Reductions in state revenue, in alignment with current economic forecasts
    - Models changes in enrollment and anticipates sunset of hold harmless
    - Develop simulations of expenditure budgets that include compliance and contractual obligations (step and column, anticipated benefit increases, & 3A)
  - This month, PBC began to revenue budget assumptions and recommendations for 2021-22 and 2022-2023
  - March 2021- Tentative budget recommendation to the Board for 2021-22
  - PBC will continue work on updating or revising district budget allocation model

Questions:

Trustee Heredia commended the committee and Chancellor Gerhard for working together to present a balanced budget. She stated as she looks into the future, we need to look into enrollment and economic skill development.

Trustee Randolph asked if PBC has a timeline for the revision. Chancellor Gerhard stated they have been working tirelessly on the budget since July. He stated they are meeting with PBC twice a month and is hopeful they will make progress between now and mid-spring. He stated there is a lot of work going on and he is optimistic we will get there.

Trustee Sbranti thanked Chancellor Gerhard, PBC and DEMC for their hard work. He stated considering we are in a fluid time a few things should be a part of this, one being the use of utilities which could potentially have an impact. He stated he supports a hiring freeze. He asked if there is a long-term strategy on reducing the retirement liability. Chancellor Gerhard stated, we are finishing up the most recent other Post-Employment Benefit (OPEB) actuarial study that will be brought to the Board in November or December for approval. He stated the actual liability is large, near 200 million

dollars and we are at the beginning stages putting away money to fund our liability. He stated we have had this structure in place since 2018-2019 when we adjusted our budget. He added that it is going to take a long time with this funding model however, as time progresses we will find money that we will add to the 10 million that we are putting towards that liability. Lastly, he stated we have made our first two steps with this funding structure and he is confident we will be able to get there.

President Maduli stated he likes the fact we are looking ahead. He stated even though we are stating we have a balanced budget, Chabot College had a negative ending balance of \$7.2 million dollars and Las Positas College had a negative ending balance of \$3.5 million dollars. He stated that what is being laid out is important so we hit the budget allocation model. Lastly, he stated in that regard he will look to see how that budget cycle develops.

**1.7 PUBLIC HEARING: 2020-2021 BUDGETS: GENERAL FUND, CAFETERIA FUND, CHILD DEVELOPMENT FUND, ECONOMIC DEVELOPMENT AND CONTRACT EDUCATION (EDCE) FUND, SELF-INSURANCE (RUMBL) FUND, BOND FUND, CAPITAL PROJECTS FUN, AND SPECIAL RESERVES FUND**

President Maduli opened the Public Hearing at 6:50 p.m. on the 2020-2021 Budget. Hearing no comments, he closed the Public Hearing at 6:51 p.m.

**1.8 ADOPTION: 2020-2021 BUDGETS: GENERAL FUND, CAFETERIA FUND, CHILD DEVELOPMENT FUND, ECONOMIC DEVELOPMENT AND CONTRACT EDUCATION (EDCE) FUND, SELF-INSURANCE (RUMBL) FUND, BOND FUND, CAPITAL PROJECTS FUN, AND SPECIAL RESERVES FUND**

Motion No. 3

Trustee Gin made a motion, seconded by Trustee Heredia, Adoption of the 2020-2021 Budget: General Fund, Cafeteria Fund, Child Development Fund, Capital Projects Fund, Self-Insurance (RUMBL) Fund and Measure B Fund.

Motion carried unanimously, 6-0.

Motion carried by the following roll call vote:

AYES:                      Gin, Granger, Heredia, Maduli, Randolph, Sbranti

NOES:

ABSENT:

ABSTENTIONS

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

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

**Las Positas College Academic Senate President, Ms. Sarah Thompson provided the following report:**

Half Way Through – The Stress is Showing:

We continue to experience a downward trend of enrollment from this time last year (LPC at -14%), exceeding the nationwide average. This is partially due to the Sheriff's Academy being relocated to Chabot, but it is also very telling about the story of community college students across America. We are seeing greater numbers of students really struggling with work/life balance, isolation, financial and food insecurity – just to name a few.

But on the Positive Note:

We'd like to welcome Jonah to the district. There's nothing quite like being a new CFO the year we need to make significant budget reductions, but you'll take the heat off Dyrell Foster and Anette Raichbart, who have been the bearers of most of bad news to our campus, so we thank you for coming aboard.

Although budget cuts are never good news, our college is approaching this task collaboratively and transparently. We are grateful for the leadership of our Chancellor who has been diligently presenting data and budget trends. Our campus administrative leaders, as new as they are, have done a phenomenal job of organizing our focus, and identifying our options. The constituency leadership is engaged, realistic, but hopeful that we can adjust with minimal employee or functionality loss.

Progress on our 20-21 Priorities:

- 1) Finalizing an educational program development process – Approved – our first new program to test out the process is Elementary Education. Thanks to Craig Kutil for his hard work.
- 2) Finalizing our remote process on academic honesty integrity – an implementation subcommittee was formed to jump-start the action map created last year
- 3) Responding to the immediate needs of faculty in terms of remote instruction – fighting fires at every turn
- 4) Educating and leading discussions in preparation for budget reductions the Chancellor came to our Senate meeting and to our Town Hall meeting the week afterwards.
- 5) Addressing the issue of semester to semester retention to stabilize enrollments we will collaborate with our Guided Pathways Persistence Project as well as encouraging faculty to reach out to students in a more personal way.
- 6) Performing equity audits of all scaffolding documents (e.g. curriculum updates and proposals) as well as all Senate processes We are voting next meeting on our curriculum new course and curriculum update forms that now have multiple equity components embedded. Thanks go to Craig Kutil, Shawn Taylor, and Erick Bell for their efforts.

- 7) Collaborating with the Faculty Association in terms of faculty diversification goals we have met once and Rajinder Samra is coming to our next meeting to explain the meaning of our part-time employee data.
- 8) Working with our Guided Pathways team on 20-21 goals of removing barriers to onboarding and persistence, as well as mapping programs to careers
- 9) Planning for accreditation
- 10) Evaluating the feasibility of an Audit option Voting next meeting to go ahead with an exploratory committee.
- 11) Being an active participant in institutional goals towards transforming our college into the accessible and welcoming place we know we can be.

**Additional Work:**

- 1) Voting to bring on the software Program Mapper to our Guided Pathways Process
- 2) Working on a way to streamline succession in the Academic Senate President Position
- 3) Looking the process for implementation of the changes in CSU Ethnic Studies

**Chabot College Academic Senate President, Mr. Miguel Colon provided the following report:**

**Fall 2020 Academic Senate Priorities:**

1. Revised Academic Senate Constitution
  - Last updated May 2003
    - How seats on the senate are allocated.
    - Expanding role of Adjunct Faculty.
    - Creating honorary, no-voting seats for:
      - Classified professionals
      - LPC Academic Senate
2. LGBTQ+ Inclusivity Resolution
  - Technology
  - Facilities
  - Support
3. Faculty Campus Budget Literacy
  - Monthly briefings on campus and district efforts

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

### **Las Positas College Classified Senate President, Mr. David Rodriguez provided the following report:**

He stated the circumstances in the future seem daunting. He stated last week during their senate meeting they discussed Guided Pathways and everyone is pulling together and doing great work. He thanked Chancellor Gerhard for attending the senate and Town Hall meetings.

He echoed Ms. Thompson by stating we have great leaders that makes great leadership.

Lastly, he welcomed Vice Chancellor of Business Services Mr. Jonah Nicholas.

### **Chabot College Classified Senate President, Ms. Noell Adams provided the following report:**

#### Presidential Priorities:

- Engaging classified professionals in the decision-making process
- Supporting and strengthening professional and leadership development opportunities for classified professionals
- Providing and supporting opportunities for classified professionals to make an impact in our community

#### Recent Classified Senate Activities:

1. Senate members have been highly engaged in the work of the Chabot Votes Team. As I mentioned in previous reports, this group was formed to increase civic learning, democratic participation, civic engagement, and voter turnout in our community. To track our impact, we are competing state-wide against other community colleges to get the greatest number of students registered to vote. As of last week, Chabot College was in the lead!
2. Senate formed a team to review and recommend revisions to our senate constitution.
3. Senate members are participating in college and district discussions and analysis of the CLPCCD budget. It is imperative that classified professionals share their expertise and contribute to this work which involves assessing operations and providing recommendations to reduce future expenditures.
4. Ten senate members have stepped up to serve as co-leads on our ACCJC Accreditation Institutional Self-Evaluation Report (ISER) subcommittees. I, for one, will be co-leading the subcommittee on Standard IVA: Decision-Making Roles and Process with Faculty Senate President Miguel Colon and Executive Director of Institutional Advancement Yvonne Wu Craig. This semester, we will work on gathering evidence to demonstrate how the college is meeting relevant accreditation standards. Next, we will evaluate and document in the report how well and to what degree the college's policies and practices align with each standard.

### **2.3 PRESIDENT OF STUDENT SENATE OF CHABOT AND PRESIDENT OF ASSOCIATED STUDENTS OF LAS POSITAS COLLEGE**

**Las Positas College Student Senate President, Ms. Saba Salehifar provided the following report:**

She stated the Market was a great success today serving over 150 students and people from the community. She stated the Executive Board seats have been filled. Lastly, she stated they are planning a virtual coffee chat where students can engage with clubs.

#### **GOOD OF THE ORDER**

**Ms. Rachel Ugale, Chapter President SEIU, provided the following report:**

Good evening! I hope everybody is in good health and good spirits.

Our chapter leadership team is focused on activities to engage with our unit members while the majority of us continue to operate remotely.

We are moving forward with developing our Steward Council and working with the Local to identify members who participated in training online, on campus during a flex day workshop, or through the Local. During this critical time, we want our members to have a strong network of stewards they can reach out to for representation and support, so I'm really excited to see this move forward.

In addition to the Steward Council and training, our members are actively participating in workshops offered through the Local which is providing different Zoom sessions with basic information on unions, Weingarten rights, and an ever-expanding number of topics. Additionally, the Local recently rolled out an internship program which is open to current members which generated quite a bit of interest with our members, which is another touchpoint for our unit members with SEIU.

Lastly, we've handed off the coordination of our Chapter Leadership elections to the Local who will be working with our election committee volunteers and we're hoping they'll be able to announce an election timeline shortly.

**Mr. David Fouquet, President, Chabot-Las Positas Faculty Association, provided the following report:**

The Student Response to Instruction, otherwise known as the student survey, is a significant part of our process for conducting peer evaluations of faculty. An interesting thing we've learned in the age of COVID: student surveys tend to have abysmal completion rates in Distance Education classes. The problem is that when you can't have an evaluator administer and collect the survey form physically, it's up to the students to download the form on their own, fill it out and send it back—and most of them choose not to.

To address this problem, the FA has been working with the District to implement and pilot a product known as the Evaluation Toolkit (aka Watermark), which will function as a Canvas add-on to: (a) prompt students to complete the survey, and (b) provide an efficient means for students to input their results electronically, and (c) to compile the results.

I'd like to express appreciation to the District team for being willing to purchase this software, and to Bruce Griffin and the ITS folks for following a timeline to get Watermark ready to go, including the task of working out kinks, in time to try it out on the first group of peer evaluations slated to be completed this Fall. If the Evaluation toolkit performs as well as we hope, we will have a better way of conducting student surveys in DE classes, in the post-COVID era as well.

In addition, I'd like to express my appreciation to the District team for working with the FA in the ongoing process of providing options for faculty who are coping with situations delineated in the Families First Coronavirus Relief Act (FFCRA). This can include unit members who have been told to quarantine, or who are caring for family members told to quarantine, or who are caring for children whose schools or places of daycare are closed due to COVID.

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

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

She highlighted the President Report that was provided to the Board.

### **Dr. Dyrell Foster, President, Las Positas College reported on the following items:**

He welcomed VC Jonah Nicholas to the district and thanked Ms. Nunez for all of her support and wished her much continued success.

He stated in light of everything that we are experiencing in this virtual environment and the budget challenges on the horizon, he is so proud that at LPC they are consistently finding ways to be creative, and to adapt and modify what they've done in the past, to meet the challenges of today.

He thanked the amazing faculty, classified professionals, and administrators at LPC for their perseverance and ongoing creativity and flexibility. He stated you've heard earlier in this meeting from Mr. Steffan and Ms. Santos, this year's 3<sup>rd</sup> annual 2.2 for 22 Walk for vets will be a virtual challenge. He encouraged everyone to sign up to participate in this challenge.

He stated there Performing Arts Department and theater program recently performed a digital livestream event of Romeo and Juliet, which again was a virtual event that took a tremendous amount of time, effort and creativity.

He thanked the Student Life department, and their student government leaders who continue to be extremely committed and passionate about serving our campus and broader community, through the monthly Market food distribution event, in this environment. He stated it was great to see all of the volunteers (safely) supporting the event today.



He stated there LPC faculty, classified professionals and administrators continue to work extremely hard to teach and support their students, and equally as important and impressive, is how fully committed and dedicated they all are to supporting each other in this environment.

Lastly, he stated today, LPC held there fall 2020 FLEX Day. He thanked the LPC Professional Development Committee and all of the outstanding faculty and classified professionals who took the time and initiative to develop a presentation and to share their expertise with their colleagues today; there was one keynote presentation and 29 professional development workshops throughout the day, many of which focused on enhancing teaching and learning in this virtual environment.

## **10.2 CHANCELLOR REPORT**

Chancellor Gerhard provided an update on the Budget.

## **10.3 RECOGNITIONS**

Chancellor Gerhard recognized Ms. Barbara Yesnosky who has served as our Director of Business Services since November 2009. He stated during the last 11 years Ms. Yesnosky has been a steady rock and leader within our District. Because of her direct efforts the District has received many clean audit reports, timely and accurately submitted to the state 311 reports, and provided leadership, development and mentoring to dozens of classified professionals in the Business Office and throughout the district.

Chancellor Gerhard recognized Mr. William Garcia who has served as our Vice President of Student Services at Las Positas College since May 2017. Mr. Garcia recently submitted his letter of resignation and his last day of service will be Friday, December 4<sup>th</sup>. Mr. Garcia is a consummate professional, Mr. Garcia is known for his passion and dedication to serving the needs of students as the first priority, even in the most challenging environments. Mr. Garcia has been with the District through some challenging times including leadership changes at LPC and most recently the COVID-19 transition to DE. Chancellor Gerhard thanked Mr. Garcia for his service, leadership and dedication.

Chancellor Gerhard recognized Ms. Guisselle Nunez, who has served as our Director of Public Relations, Marketing and Government Relations for the last five years. Ms. Nunez is leaving us to embark on a new journey as the Associate Vice President of Strategic marketing & Communications for San Francisco State University. He stated other than rebuilding the department after the last budgetary downturn, she has successfully led the department in serving and supporting our colleges and students, won numerous state awards and accolades, and most recently been instrumental in organizing our efforts to reform the SCFF and obtaining the 2-year extension of hold harmless. Ms. Nunez's expertise and contributions as a vital team member will be greatly missed.

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

Trustee Gin thanked Ms. Yesnosky for her service to the District. He also thanked VP Garcia and Ms. Nunez for their service and stated they will all be missed.

Trustee Granger thanked Chancellor Gerhard for the thorough Budget presentation. She also thanked everyone for their thoughtful reports.

Trustee Heredia also thanked Chancellor Gerhard for providing the Budget presentation. She wished VC Garcia, Ms. Yesnosky and Ms. Nunez best wishes.

Trustee Randolph echoed her colleagues by thanking Chancellor Gerhard for a detailed Budget presentation. She also wished VC Garcia, Ms. Yesnosky and Ms. Nunez best wishes.

Trustee Sbranti thanked Chancellor Gerhard for providing the Board a comprehensive Budget presentation.

Trustee Maduli thanked everyone for their reports this evening.

Student Trustee Polanco expressed his concerns regarding students and faculty.

Student Trustee Lin thanked everyone that attended today's market.

#### **ADJOURNMENT**

##### Motion No. 5

Trustee Gin made a motion, seconded by Trustee Heredia to adjourn the meeting at 8:40 p.m.

Motion carried unanimously, 6-0.

Motion carried by the following roll call vote:

AYES:	Gin, Granger, Heredia, Maduli, Randolph, Sbranti
NOES:	None
ABSENT:	None
ABSTENTIONS:	None

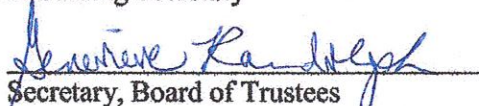
**NEXT MEETING**

The next meeting of the Board is a Regular Meeting scheduled for November 17, 2020 at the District Office, Dublin.

Minutes prepared by:



Debra Nascimento  
Recording Secretary



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

*Handwritten notes:*  
Removal  
Debra