

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

**MINUTES  
April 5, 2005**

**PLACE**

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

**CALL TO ORDER**

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

**PUBLIC COMMENTS**

Mr. Chad Mark Glen, President of Chabot College Faculty Senate, read to the Board a letter from the Chabot College Faculty Senate condemning the action taken by Dr. Carlson in his handling of the Sherri Yeager student grievance case. The Senate recommends "that there be clarification of Board Policy and Procedure, as well as training, for all College Administrators regarding faculty investigations, to ensure that ambiguity and subjectivity are eliminated and academic freedoms are protected." He commented that it is his and the Senate's hope that we can now move forward productively.

**CLOSED SESSION**

The Board adjourned into Closed Session at 6:35 p.m., which adjourned at 7:25 p.m.

**OPEN SESSION**

The Board readjoined in Open Session at 7:34 p.m. Recording Secretary Beverly Bailey called the roll. Mr. Drury and Mr. Sharifi were absent at the time of roll.

**ATTENDANCE**

Members Present:

- Dr. Arnulfo Cedillo
- Mr. Gary R. Craig (arrived at 6:35 p.m.)
- Mrs. Isobel F. Dvorsky (arrived at 7:15 p.m.)
- Mr. Donald L. "Dobie" Gelles
- Dr. Alison S. Lewis
- Dr. Barbara F. Mertes
- Mr. Carlo Vecchiarelli

Mr. Norullah Sharifi (arrived at 7:40 p.m.)

Members Absent: Mr. William Drury, III

Recording Secretary: Mrs. Beverly Bailey

Managers Present: Dr. Robert Carlson, President, Chabot College  
Mrs. Karen Halliday, President, Las Positas College  
Mrs. Jennifer Aries  
Mr. Robert Curry  
Mr. Stan Dobbs  
Dr. Joel Kinnamon  
Mr. Robert Kratovchil  
Ms. Pam Luster  
Ms. Melinda Matsuda  
Mrs. Jeannine Methe  
Mr. Donald Milanese  
Ms. Anita Morris  
Mr. Roy V. Stutzman  
Dr. Ronald Taylor

Others Present: Ms. Connie Bish, President, Las Positas College Classified  
Senate  
Mr. Glen Carrolls, LPA, Inc.  
Mr. Chad Mark Glen, President, Chabot College Faculty  
Senate  
Ms. Pam Kurz, tBP Architects  
Mr. Rick Mangum, tBP Architects  
Mrs. Sophie Rheinheimer, President, Las Positas College  
Faculty Senate  
Mr. Michal Robinson, DMJM  
Ms. Deborah Shepley, tBP Architects  
Ms. Karen Silva

### **REPORT OF ACTION TAKEN IN CLOSED SESSION**

Dr. Mertes reported that in Closed Session the Board unanimously (6-0) accepted the resignation of a faculty member effective April 5, 2005. The motion was made by Dr. Cedillo and seconded by Dr. Lewis. Mrs. Dvorsky was absent.

**APPROVAL OF INDEPENDENT AUDIT ENGAGEMENT AGREEMENTS WITH VAVRINEK, TRINE, DAY AND COMPANY, LLP**

Mr. Stutzman reported that at its regular meeting of November 16, 2004 the Board authorized the issuance of a Request for Proposals for Independent Audit Services for the District Annual Financial Audit (Part I) and the Proposition 39 (Measure B) Bond Funds Audit (Part II). He reported that the Board Audit Subcommittee, along with Staff, Vice Chancellor of Business Services and the District Controller, reviewed the proposals and recommended interviewing the three firms submitting proposals for both audits.

Mr. Stutzman reported that Vavrinek, Trine Day and Company, LLP, which was established in 1948, is being recommended. The firm has an extensive audit practice and has been providing services to local educational agencies for over 50 years. They perform audits for 20 community college districts, 200 school districts, county offices of education, and joint powers agencies each year.

Motion No. 1

Mr. Gelles made a motion, seconded by Dr. Lewis, to approve Independent Audit Engagement Agreements with Vavrinek, Trine, Day and Company, LLP, 5000 Hopyard Road, Suite 335, Pleasanton, California 94588, to audit all funds for the District, to include the Proposition 39 Funds for the years ending June 30, 2005, June 30, 2006 and June 30, 2007. It is further recommended that the Board authorize the Vice Chancellor, Business Services to execute these agreements on behalf of the District.

Mr. Craig as Chair of the Audit Subcommittee (which includes Dr. Lewis and Mr. Vecchiarelli) thanked the committee and staff for a well done job on the entire process. He reported that there were three very fine firms that submitted proposals and any one of them could have done the job. He is happy with the recommendation before the Board tonight.

Mr. Vecchiarelli commented that the proposed fee is very reasonable. He also commented that the close proximity of their office to the District Office is a plus. In addition, Vavrinek, Trine, Day and Company, LLP received excellent references.

Dr. Lewis reported that all three firms interviewed met the requirements published in the Request for Proposal. She reported that the current firm of Armanino McKenna LLP has done a fine job for the District. She reported that it is wise to change audit firms every so often.

Motion carried unanimously, 7-0.

**PRESENTATION: COLLEGE FACILITIES MASTER PLANNING**

Mr. Stutzman reported that the next project phase is the “Design Phase.” In May, staff will come to the Board with the plans recommended by the two Colleges. This final report will provide the blueprint for the beginning of facilities development and construction which will extend over the next 10 to 12 years.

The Master Planning Architectural Firms, tBP Architecture (Chabot College) and LPA, Inc. (Las Positas College) were introduced.

Chabot College

Dr. Carlson drew the Board’s attention to the Report of the Facilities Committee. He reported that the Facilities Committee consists of approximately 30 members, meeting approximately every two weeks. They began the facilities planning in 2002. The committee works with the architects and DMJM to insure the college’s needs are met. In response to a question raised by Dr. Mertes, he reported that there are seven new buildings proposed in the plan.

Mr. Rick Mangum, Ms. Pam Kurz and Ms. Deborah Shepley of TBP Architecture presented a PowerPoint Presentation on the status of the Chabot College master planning effort, options being considered, and some of the detail that will be included in the final report.

**RECESS**

The Board recessed from 8:40 – 8:45 p.m.

**PRESENTATION: COLLEGE FACILITIES MASTER PLANNING (continued)**Las Positas College

President Halliday expressed that Las Positas College has a unique opportunity at this time as they will be doubling in student population, facilities, and programs and services. She reported that their student learning outcomes drive their Educational Master Plan Programs and Services, which in turn drives their facilities. The theme of their Master Plan is 3d—Dream, Design, Deliver. Their Educational Master Plan will be reviewed every two years.

Mr. Robert Kratochvil presented the process and timeline for the Las Positas College Facilities Master Planning that was developed by the Student Learning Outcomes Task Force, Education/Organization Task Force, and the Facilities Development Task Force.

Mr. Kratochvil reported that there are nine new buildings in the plan. He reported that for Las Positas College the bond amounts to approximately \$217 million, approximately \$194 million for new and/or renovated buildings.

Mr. Glen Carrolls of LPA, Inc. presented a PowerPoint Presentation on the status of the Las Positas College Master Planning effort, options being considered, and some of the detail that will be included in the final report.

Board Members made suggestions or expressed concerns for the architects' consideration in the following areas:

- Alternative Transportation/Parking
- Sustainability
- Earthquake/Seismic Readiness
- Maintainability of Buildings/Grounds
- Water/Electricity Conservation
- Memorials (trees, benches, buildings)

Dr. Mertes requested the following information:

- List of new Educational Programs. She expressed concern with discussing renovation of the Chabot campus without first talking about what is going to happen in instruction in the next 20 years.
- Projected cost of build-out
- Survey of community needs
  - Need for off-campus centers

Dr. Lewis expressed interest in seeing a cost comparison of a structured parking lot and every 15 minute connection to BART or shuttles to an off-site parking lot.

It was the consensus of the Board that they were more concerned with what is going in the buildings rather than the buildings themselves, noting our primary mission is serving students.

### **NEXT MEETING**

The next Board of Trustees Meeting is scheduled for Tuesday, April 19 at 7:30 p.m. at the District Office.

**ADJOURNMENT**

Motion No. 4

There being no further business, on motion made and seconded, the Regular Meeting was adjourned at 9:40 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