

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

**MINUTES
MARCH 3, 2009**

PLACE

Chabot College, 25555 Hesperian Boulevard, Hayward, California 94545.

CALL TO ORDER

The workshop meeting was called to order at 6:30 p.m. by Board President Hal Gin. Recording Secretary Mary Hargiss called the roll. Student Trustee Erica Morrissey was absent at the time of roll.

ATTENDANCE

Members Present:

Dr. Arnulfo Cedillo
Trustee Isobel F. Dvorsky
Trustee Donald L. "Dobie" Gelles
Dr. Hal G. Gin
Dr. Barbara F. Mertes
Dr. Marshall Mitzman
Trustee Carlo Vecchiarelli
Trustee Dayne Nicholls

Members Absent:

Trustee Erica Morrissey

Managers Present:

Dr. Joel L. Kinnamon, Chancellor
Dr. DeRionne Pollard, President, Las Positas College
Dr. Celia Barberena, President, Chabot College
Mr. Jeff Baker
Ms. Heidi Finberg
Mr. Chad Mark Glen
Dr. MaryAnne Gularte
Dr. Ted Kaye
Mr. Robert Kratochvil
Ms. Pam Luster
Ms. Jeannine Methe
Ms. Laura Weaver

Recording Secretary: Ms. Mary Hargiss

Others Present: Ms. Tiffany Breger, President, Associated Students, LPC
Mr. Greg Daubenmire, President, Las Positas College Faculty Senate
Ms. Jessica Gutierrez, Associated Students, Chabot College, Legislative Director
Mr. Ming Ho, President, Faculty Senate, Chabot College
Mr. Justin Reyes, President, Associated Students of Chabot College
Ms. Karen Silva, Chabot College
Ms. Rachel Ugale, President, Chabot College Classified Senate
Mr. David Pena, State Farm Insurance

PLEDGE TO FLAG

President Gin opened the meeting by asking Trustee Mitzman to lead the pledge to the flag.

PUBLIC COMMENTS

There were no Public Comments offered at this meeting.

CONSENT CALENDAR

Motion No. 1

Trustee Gelles made a motion, seconded by Trustee Dvorsky, to approve the consent calendar.

Motion carried unanimously, 7-0.

The following items were approved on the consent calendar:

Personnel

2.1 Management Personnel

PRESENTATION: HISPANIC SERVING INSTITUTIONS (HSI)

Chancellor Joel Kinnamon opened the presentation by recognizing Dr. Barberena for her leadership at Chabot College and all her effort and support to staff members as they worked towards becoming a Hispanic Serving Institution (HSI). Chancellor Kinnamon

then turned the presentation over to Dr. Barberena, who introduced Mr. Ramon Parada, Counselor and Director of the Puente program, Ms. Sandra Genera, Counselor, Ms. Yvonne Wu Craig, Grant Writer and Co-Chair of the Institutional Planning and Budget Council, and Rajinder Samra, Research Analyst, who presented a Power Point presentation to the Board.

Ms. Sandra Genera spoke on the efforts and work of the Hispanic Serving Institution. Ms. Genera announced that at the end of Fall 2008, Chabot College attained its goal of reaching a 25.2% Latino Full Time Equivalent Student (FTES) enrollment. Ms. Genera indicated that Chabot College must maintain its HSI status of at least 25% Latino FTES by September 30 of each year, allowing the college to be eligible for a Cooperative Title V Grant with the Department of Education (DOE), Hispanic Association of Colleges and Universities (HACU) grants, as well as allowing them to apply for other HSI grants with other federal agencies.

Ms. Genera indicated that in 2006, Chabot College implemented a HSI Action Plan involving 20 campus faculty and staff focusing on access, recruitment and retention activities throughout our community with the help of one-time monies initiated by Chancellor Susan Cota, and continued by Chancellor Joel Kinnamon and supported by the Board of Trustees and President Celia Barberena. In 2000, Chabot College had a 19.5% enrollment of Latino FTES. By the end of Fall 2008, they were able to reach the 25.2% goal. Ms. Genera then shared that since Fall 2005 there has been a continual annual student increase of 1% reflecting that in Fall of 2008, almost 30% of all new students at Chabot College are Latino.

Ms. Yvonne Wu Craig summarized how the HSI began their efforts with research from models of innovative programs from Denver Metro State College and the North Carolina Foundation. They took recommendations that were developed from various sources, including attending HACU conferences, talking to community leaders as well as campus input, and implemented them into their program. Ms. Craig indicated that the HSI efforts were guided by certain principles and assumptions, which include an overt and intentional commitment to Hispanic students and their success, a comprehensive system of recruitment and retention strategies for all students, collaborative efforts between academic and student services, along with other efforts and strategies of reaching out to the Latino population, and monitoring these efforts with data and measuring the results over time.

Ms. Genera outlined some of Chabot's HSI continued efforts which include participation in community events. Members of the HSI committee have continued to be involved in the annual Latino Education Summit hosted by Cal State East Bay. They have had continued growth in the annual PREPA Conference, sponsored by Chabot College, Puente and CLEA, with this year being the 6th annual conference. The HSI also has established new initiatives this year, including a summer workshop for incoming Latino students. Other Chabot initiatives include the long-standing Puente project, which is in its 27th year at Chabot College and is being modeled throughout the country. They have continued initiatives with

the Early Childhood Development (ECD) program, having a Spanish cohort curriculum, which they have helped to develop, a Basic Skills initiative and Title III funding, along with a number of other grant-funded initiatives on campus.

Ms. Genera shared the HSI plan for immediate action for the next one to three years. The HSI plans on continuing access, recruitment and retention efforts to maintain the 25% Full Time Enrollment (FTE) Latino status, along with maintaining a college-wide HSI effort and increasing collaboration between academic and student services through projects such as expanding and strengthening the college readiness/early decision process as well as developing a first-year freshman experience program. The HSI will also continue strengthening partnerships with local school district and expand their partnerships with Cal State University East Bay.

Ms. Genera concluded the presentation with an outline of a long-term action plan for the next four years which included developing and implementing a college-wide outreach, recruitment and marketing plan and expanding partnerships with other HSI agencies, CTE Career Pathways and STEM programs. Ms. Genera stated that in order for these continued efforts to be successful and for Chabot to maintain its goal of 25% Latino FTES, they propose the following resources as next steps for Chabot College and the HSI program: Become a HACU member, develop a comprehensive outreach and marketing unit, building upon previous District public relation efforts, purchase or develop an outreach database, pursue other Federal funding resources, expand college-wide support for HSI efforts, and engage consultant services for resource development.

President Hal Gin then opened the floor for questions and discussion.

Trustee Gelles acknowledged Dr. Cedillo for his efforts and diligence as a Board member and his work for this program to come to pass. Trustee Gelles then complimented the HSI committee on their dedication and efforts. Trustee Gelles then asked Dr. Cedillo for his comments on the presentation.

Dr. Cedillo thanked the HSI committee for their hard work and dedication and thanked Chancellor Kinnamon for his support and commitment in his leadership role and recognizing the responsibility and importance of these programs. Dr. Cedillo then shared his vision for expanding within the Latino community. He stressed that Chabot College and the District need to form a stronger partnership with local schools and develop a relationship that emphasizes the importance of community college after graduation. Dr. Cedillo then added his support in the need for stronger professional development opportunities for faculty and staff. Lastly, Dr. Cedillo suggested that as we plan different events, to keep in mind that the family is one of the strongest ties within the Latino community and that the family needed to be an integral part of whatever we do for outreach within our community.

Trustee Gelles then acknowledged and shared his thought that students in high school are the greatest asset we have and that we need to do all that we can to encourage all group types towards community college.

Dr. Mertes expressed her delight and pleasure in the presentation and encouraged the idea that family be integrated into the recruitment process. She encouraged the HSI in their efforts and accomplishments.

Trustee Dvorsky added her congratulations on the presentation and acknowledged the committee's dedication and offered her continued support for this project.

Trustee Vecchiarelli thanked everyone involved in the presentation and stressed the importance of keeping the target goal of 25% for the FTES count. Trustee Vecchiarelli then congratulated Dr. Barberena and the HSI committee on their hard work.

Trustee Mitzman congratulated the committee on their accomplishment and expressed his excitement for the District and Chabot College and what this represents to the community. He acknowledged all the years of hard work towards this goal of FTES status and expressed that he was very excited to be their Trustee and be a part of this.

Student Trustee Dayne Nicholls asked about full-time enrollment and how many units are required when they talk about increasing the units for part-time students. Ms. Genera responded that for students that are part-time, with six units or less, they are focusing on and encouraging them to take at least six units and more. The other approach is for students who are taking nine to eleven units, and encouraging them to take up to twelve units. She indicated that full-time status is equivalent to twelve units or more. Trustee Nicholls then asked how many concurrent Hispanic students actually become Chabot College students. Rajinder Samra responded that there are approximately 200 concurrent students enrolled at Chabot College and he would have to research that and find how many are Latino.

President Gin asked how many other community colleges in our area is an HSI campus. Mr. Parada responded that Los Medanos College, Canada College and College of San Mateo are HSI colleges.

Chancellor Kinnamon acknowledged and thanked everyone involved in this program and applauded their efforts and hard work. He recognized that we as a District would not be here at this point without their dedication and persistence.

President Pollard offered her compliments to the committee on behalf of Las Positas College and congratulated them on their accomplishment.

ADJOURNMENT

There being no further business, on motion made and seconded, the Workshop Meeting was adjourned at 7:38 p.m.

Minutes completed by:

Mary Hargiss

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