

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

**MINUTES
April 3, 2012**

PLACE

Chabot-Las Positas Community College District, Las Positas College, 3000 Campus Hill Drive, Livermore, California.

CALL TO ORDER

The meeting was called to order at 5:32 p.m. by Board President Dvorsky. Recording Secretary Beverly Bailey called the roll. Trustee Gelles was absent and excused at the time of roll.

CLOSED SESSION

The Board immediately adjourned to Closed Session, which ended at 6:25 p.m.

OPEN SESSION – CALL TO ORDER

The Board readjoined in Open Session at 6:30 p.m. Recording Secretary Beverly Bailey called the roll. Trustee Gelles, Student Trustee Hiraki, and Student Trustee Okpara were absent at the time of roll. Trustee Gelles was excused at the time of roll.

ATTENDANCE

Members Present: Trustee Arnulfo Cedillo
 Trustee Isobel F. Dvorsky
 Trustee Hal G. Gin
 Trustee Barbara F. Mertes
 Trustee Marshall Mitzman
 Trustee Carlo Vecchiarelli

Members Absent: Trustee Donald L. “Dobie” Gelles (excused)
 Student Trustee Takeo Hiraki, Las Positas College
 Student Trustee Nkechi Okpara, Chabot College

Recording Secretary: Ms. Beverly Bailey

Managers Present:

Dr. Joel L. Kinnamon, Chancellor
Dr. Susan Sperling, President, Chabot College
Dr. Kevin Walthers, President, Las Positas College
Mr. Ken Agustin
Ms. Rita Brown
Ms. Julia Dozier
Dr. MaryAnne Gularte
Mr. Doug Horner
Mr. Jeffrey Kingston
Mr. Bob Kratochvil
Ms. Jeannine Methe
Dr. Janice Noble
Ms. Diana Rodriguez
Mr. Rajinder Samra
Ms. Tram Vo-Kumamoto
Ms. Sylvia Wodyka

Others Present:

Ms. Jennifer Adams, Las Positas College
Ms. Mani Farhadi, Steinberg Architects
Mr. David Gates, DeSilva-Gates
Ms. Liz Gibbons, Steinberg Architects
Ms. Kathy Kelley, President, Chabot College Academic
Senate
Ms. Melissa Korber, Las Positas College Academic Senate
Mr. Scott Miner, Las Positas College
Mr. Chris Parman, District Director, Assemblymember
Hayashi
Mr. Todd Steffan, President, Las Positas College Classified
Senate
Ms. Rachel Ugale, District Services
Ms. Yvonne Wu-Craig, President, Chabot College Classified
Senate
Mr. Ernie Yamane, Steinberg Architects

PLEDGE TO FLAG

The pledge to the flag was recited.

PUBLIC COMMENTS

Ms. Kathy Kelley expressed concern regarding the fact that there has been no final approval of the Educational Master Plan, and the limited Chabot Faculty input into the Facilities Master Plan. In addition, she expressed concern regarding the cost of hiring the consultants for the preparation of the Facilities Master Plan, given the economic climate. She provided the Board with a copy of her comments, as well as a copy of Section 53200 of Title 5, "Ten Plus One."

PRESENTATION: FACILITIES MASTER PLAN PROCESS UPDATE

Mr. Jeff Kingston reported that the Facilities Master Plan Project is just beginning. He reported that input has been collected and some options have been developed based on the Shared Governance Process. He introduced Mr. Doug Horner, Project Manager.

Mr. Doug Horner presented to the Board an update of the Facilities Master Plan. He reported on the process and progress to date. He reported that in December 2010 a team was assembled with representatives from both Colleges to interview firms based upon a Request for Proposal, and Steinberg Architects was identified. He reported that the process began in November 2011, meeting with the Colleges and District, Academic Senates, Classified Senates, Student Senates, Facilities Committees, Administration of both Colleges, and Chancellor's Cabinet. He reported that tonight is the 25th meeting of Steinberg Architects presenting. In addition to input obtained through meetings, the existing 2005 Facilities Master Plan, 5-Year Capital Plan, FPPs, IPPs, and the draft Educational Master Plan were reviewed for facilities needs.

He reported that we would like to bring to the Board in May or June for approval a Facilities Master Plan, which would align with the polling results. He reported that the key is to allow the Trustees the opportunity, if they wish, to pass a resolution to go out for a bond measure – Parcel Tax or General Obligation Bond. He reported that the timeline requires that 88 days before the election, a resolution must be adopted, which would be the July Board Meeting.

Mr. Horner reported that the Facilities Master Plan includes for Las Positas College a campus completion, and for Chabot College, a campus renewal, which would involve rebuilding and/or renovating.

Mr. Ernie Yamane, Steinberg Architects, introduced his team – Ms. Mani Farhadi, Ms. Liz Gibbons, and Mr. David Gates of DeSilva-Gates. Mr. Yamane and Ms. Farhadi presented.

Mr. Yamane explained the process and how information and input was collected. He reported that input was received through meetings as well as facilities information extracted from the draft Educational Master Plan.

Ms. Mani Farhadi reported that the 2012 Facilities Master Plan is part of a larger process and ties in with the 5-Year Capital Plan. She reviewed the Guiding Principles for planning, as follows:

- Enhance Accessibility
- Preserve Assets
- Incorporate Sustainability
 - C3 Site Management
- Support Human Interaction
- Accommodate Projected Student Population
- Provide Facilities and Infrastructure for Programs
- Reinforce Community Identity

Mr. Yamane reviewed two design approaches for each College.

Ms. Farhadi reviewed the projects identified for each College.

Projects Identified For Chabot College:

- Library/Learning Connection
- Cafeteria/Student Government
- Biology
- Faculty Offices
- 500-700 seat Theater
- Large Lecture/Recital
- Performing Arts Improvements
- Radio/TV
- Fire and Automotive Programs
- Administration/Copy/Mail
- Veterans/Student Health/Security
- Baseball/Football/Practice Field/Javelin
- M&O Improvements
- Civic Engagement Center/Environmental Center

Projects Identified For Las Positas College:

- Flexible Lecture and Labs
- Faculty Offices
- Large Lecture

- Library and Study Rooms
- Meeting Rooms and Support Areas
- Graphics, Arts, Photography, Interior Design
- Integrated Learning Center and Math Tutoring
- Automotive, Welding
- Public Safety/Health Sciences
- Horticulture/Viticulture
- Veterans/Student Health/Security/Copy/Mail/Retail
- Softball/Baseball/Tennis

Mr. Yamane reported that at LPC there is exploration of incorporating a connection with the Murray Ranch Property.

Mr. Yamane presented the timeline for the Facilities Master Plan and reported that the next steps are to continue the process with meetings.

Trustee Cedillo expressed that with 25 meetings there appears to have been considerable input received and incorporated into the plan. He noted the importance of recognizing that this is a Study Session and there is more input to be had. He expressed that not everyone will get what they want and noted the importance to not get into “them vs. us.” He also expressed the importance of recognizing that Chabot College projects are for renovation and Las Positas College projects are to build out the campus.

Trustee Mertes expressed appreciation for the very thorough analysis. She expressed the importance of looking at what opportunities exist for jobs and training when developing programs. She reported that a study showed there is a tremendous amount of emphasis on sciences in the Tri-Valley. She stressed that there needs to be definition of these projections, and what accommodations will allow the development of these specific new programs that are emerging. She expressed that there are business and industry partnerships that would be willing to build the facilities that are required to train students for their specific needs. She expressed the importance of exploring these opportunities in light of the fiscal challenges facing community colleges. She expressed that before carving out facilities, it would be better to first figure out programs.

Trustee Vecchiarelli expressed agreement with Trustee Mertes’ comments. He noted President Obama’s plan to put funding into programs to create jobs and noted that we should anticipate that opportunity. He expressed concern that there is no Educational Master Plan to direct the Facilities Plan. He questioned a 500 seat auditorium, noting Chabot College already has a 1200 seat auditorium. In response, Ms. Farhadi reported that it was identified that there is a need for an intermediate size theater.

Trustee Vecchiarelli expressed that Distance Education is taking over a lot of the College courses and questioned how that has been taken into consideration with the Facilities Plan. In response, Ms. Farhadi reported that currently in the reconstruction of Chabot College Building 1700/1800, Distance Learning is provided with computer labs. She noted that Distance Learning is a trend across California and the country and noted that as long as the classrooms have the capacity for technology, the Colleges will be prepared for this trend.

Trustee Vecchiarelli expressed that he does not believe we will be able to build on the Murray Ranch due to the environmental preserve. In response, Mr. Yamane reported that an increase in the connection is being made between the campus and the Murray Ranch and noted that there is a portion that is not in the preserve which could potentially be used for programs. The idea is not to build on that land per se, but to connect it to the campus and perhaps use it as an environmental showcase in terms of programs.

Trustee Vecchiarelli questioned if it would be better to sell the land and use the money.

Mr. Kingston reported that there is a very specific plan recently approved by the Fish and Wildlife Service which describes exactly what we can do on 200 of the 400 acres that has mitigation easements. He reported that specific 200 acres is on the backside. He reported that the front 200 acres is still available for easements. He noted that it could be used for development of the campus, but would require 3-1 mitigation of easements. He reported that it is a more valuable resource as an easement and use those funds to enhance other areas of the campus. He reported that Steinberg Architects is working on connecting access to the property, noting that the mitigation plan allows for access. He suggested that it could be used for cross country track or for putting up the telescope.

Trustee Vecchiarelli questioned the final design of the buildings, to which Ms. Farhadi reported that they have tried to make sure it is defined enough so that it can be planned for, but not defined so much that it does not allow for future changes, trends, and priorities.

Trustee Mitzman expressed concern that there is no Educational Master Plan, which would drive the Facilities Master Plan and the correlation between the two. In response, Mr. Kingston reported that the premise has already been that the Facilities Master Plan would be done in parallel with the Educational Master Plan. He noted that this is the typical educational approach. The connection is made between two professional groups – the architects for the Facilities Master Plan and the consultants collecting the data. He explained that the technical connection between the two plans is simple – Full-time Equivalent Students (FTES), Full-time Equivalent Faculty (FTEF), and Full-time Equivalent Staff (FTE), which all drive the types of space. FTEF drives offices; FTES drives classrooms and labs; and FTE drives administrative and staff offices and spaces. The subjective connection between the two plans are those facilities that are identified through Program Review that may be specific to a program, i.e. greenhouse, automotive,

which happens in a personal interface between the architect and all the Staff. He reported that the architects are looking at future programs by creating building spaces which are shown in the designs/plans presented. It is an opportunity for a place to put a building. He reported that we are building today using a Master Plan that was done 10 years ago. That Master Plan allowed flexibility for us to design around current and future programs. He explained that the two plans are quasi independent except for the connection that drives the space needs. He reported that space needs are tracked on an annual basis and reported to the State. He noted that there is plenty of opportunity if a program changes for us to adjust the Facilities Master Plan or the Five-Year Capital Plan. He reported that he cannot put together a Five-Year Capital Plan without a Facilities Master Plan. He explained that the draft Educational Master Plan has the data that can drive the Facilities Master Plan. Trustee Gin expressed appreciation to Mr. Kingston for the explanation, which adds clarity to the process. He also expressed appreciation to Steinberg Architects for their vision and work. He expressed that he likes the idea of a library for today's needs. He also expressed that the "gorilla" in the room is finances. He expressed that program concerns is an issue we need to be sensitive to, as well as the concerns of the stakeholders.

Chancellor Kinnamon expressed appreciation to Steinberg Architects, Mr. Kingston, and Mr. Horner for their hard work and for the presentation.

Dr. Walthers reported that there has been a lot of conversation on the Las Positas College campus regarding the Facilities Master Plan. He reported that the consultants have worked together with the College, and the reality is that we won't get everything that we want.

Dr. Sperling reported that she recently had the opportunity to tour Building 2100, the Biology Building, and noted that it is great to see that it has been identified as a top priority in this Facilities Master Plan.

Trustee Dvorsky expressed appreciation for the Plan, noting how far the Colleges have come during her tenure on the Board.

PRESENTATION: BUDGET UPDATE REDUCTIONS

Chancellor Kinnamon expressed his pleasure regarding the dialogue at District Budget Study Group (DBSG) Meetings and the progress made on budget issues. He reported that Mr. Kingston will present an update on the District Office perspective of addressing the immediate budget reduction concerns, and the College Presidents will report on the Colleges' perspectives.

Mr. Jeffrey Kingston presented to the Board an update on budget development. He reported that there has been significant progress at District Budget Study Group Meetings (DBSG) on addressing the \$5.1 million shortfall. Mr. Kingston noted that DBSG is an

open Shared Governance Committee Meeting; and the recent meeting held on March 30 at the District Office was well represented by all constituent groups, with approximately 30 members on the Committee. He reported that the Allocation Model was discussed and a Subcommittee will be properly addressing the Model at a later date. He reported that if the tax initiatives fail, the District shortfall will be approximately \$9 million. It was the consensus at DBSG that it will be very painful. He reported that each of the three sites (District, Las Positas College, Chabot College) came prepared with Tier 1 cuts and the Committee agreed on a \$1.5 million reduction at each of the three sites for a total of \$4.5 million. He reported that \$5.1 million is needed, however, DBSG agreed it would be best to go through these cuts first and address the remainder at a later date.

Mr. Kingston reported that the recommended cuts will be brought to Cabinet for discussion on April 4. He noted that DBSG is a Shared Governance Committee that makes recommendations regarding the budget to the Cabinet; Cabinet will review the recommendations and make a recommendation to the Chancellor; and the Chancellor will make a recommendation to the Board. The Board will then make a decision on the reductions so that implementation can occur to have a fiscal affect that is necessary in the coming fiscal year. Mr. Kingston reported that there is a tight timeline.

Dr. Sperling reported it is essential for the survival of the District that all three District sites work together “for the good of the whole.” She also expressed her pleasure in the progress made at DBSG, and noted appreciation for the direction provided by the Vice Chancellor. She reported that Chabot College is engaged in moving the Tier 1 reduction recommendations through the Shared Governance Process. She reported that on April 4 the Program Review and Budget Council (PRBC) and College Council will hear and consider the Tier 1 reduction recommendations. She reported that there is continuing debate on how best to distribute further reductions across the District in a way that least affects students.

Dr. Walthers reported that the Tier 1 budget reductions will be presented on April 4 at the Las Positas College Town Hall Meeting, and at a College Budget meeting on April 5. He reported that the overall concern is how these cuts will affect the College. His sincere concern is about two buildings nearing completion – Science Building and the Student Services and Administration Building (SSA). He expressed that it is clear that we cannot wait much longer for the restructuring of the Allocation Model, and the importance that the structural deficit is addressed next year.

Chancellor Kinnamon reported that all three sites will continue to have dialogue as to how to address the remainder of the shortfall. He reported that he will keep the Board apprised.

On behalf of the Board, Trustee Dvorsky expressed appreciation to all three sites working together and the progress made by DBSG.

Trustee Vecchiarelli reiterated Dr. Sperling's comments stressing the importance of "working for the good of the whole." He expressed that it is important that the Allocation Model is fixed. He expressed the importance of offering enough classes to meet our Apportionment. He also expressed that all expenses not related to the classroom need to be reviewed. In addition, he suggested the District should aggressively attempt to raise revenue through programs such as International Students, as well as selling and/or leasing the Pleasanton District Office site.

Trustee Dvorsky reported that there is interest in leasing the District property in Livermore, and questioned the status.

Chancellor Kinnamon reported that there is progress being made on leasing the property in Livermore for parking. In addition, he reported that the plans are progressing to renovate the third floor of the Dublin Center with the goal of leasing the Pleasanton site. He reported that currently the payments for the District Office are being met with interest earnings from Measure B funds.

Trustee Cedillo expressed appreciation to Mr. Kingston for the report on the budget status. He recommended that the Subcommittee reviewing the Allocation Model work parallel with working on the cuts. He expressed caution to the District Office and College Presidents on the cuts, and noted that Student Services is just as critical as the Academic side.

ADJOURNMENT

On motion made, seconded and approved, the Study Meeting was adjourned at 8:12 p.m.

NEXT MEETING

The next Meeting of the Board of Trustees is scheduled for April 17, 2012.

Minutes prepared by:

Beverly Bailey

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