

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

**MINUTES  
March 19, 2013**

**PLACE**

Chabot-Las Positas Community College District, 7600 Dublin Blvd., 3<sup>rd</sup> Floor, Dublin, California.

**CALL TO ORDER**

The regular meeting was called to order at 6:00 p.m. by Board President Dr. Cedillo. Recording Secretary Beverly Bailey called the roll. Trustee Mr. Vecchiarelli was absent at the time of roll.

**PUBLIC COMMENTS**

There were no Public Comments offered at this time.

**ADJOURN TO CLOSED SESSION**

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

**OPEN SESSION**

The Board readjoined in Open Session at 6:30 p.m. Recording Secretary Beverly Bailey called the roll. Student Trustee Adhikari was absent at the time of roll.

**ATTENDANCE**

Members Present:

- Trustee Arnulfo Cedillo
- Trustee Isobel F. Dvorsky
- Trustee Donald L. "Dobie" Gelles
- Trustee Hal G. Gin
- Trustee Barbara F. Mertes
- Trustee Marshall Mitzman
- Trustee Carlo Vecchiarelli (arrived at 6:10 p.m.)
- Student Trustee Kris Adhikari (arrived at 6:45 p.m.)
- Student Trustee Nicole Pinto

Members Absent: None

Recording Secretary: Ms. Beverly Bailey

Managers Present: Dr. Judy E. Walters, Interim Chancellor  
Dr. Susan Sperling, President, Chabot College  
Dr. Kevin Walthers, President, Las Positas College  
Mr. Ken Agustin  
Dr. Marcia Corcoran  
Ms. Vanessa Cormier  
Ms. Julia Dozier  
Ms. Marilyn Flores  
Mr. Wyman Fong  
Mr. Doug Horner  
Dr. Ted Kaye  
Mr. Jeffrey Kingston  
Ms. Victoria Lamica  
Mr. Lorenzo Legaspi  
Ms. Jeannine Methe  
Ms. Dyan Miller  
Ms. Diana Rodriguez  
Mr. Rajinder Samra  
Mr. Gerald Shimada  
Mr. Dale Wagoner  
Ms. Connie Willis  
Ms. Barbara Yesnosky

Others Present: Ms. Cherry Bogue, President, Las Positas College Associated Students  
Mr. Kim Huggett, Chair, Measure B Citizens' Oversight Committee  
Ms. Kathy Kelley, President, Chabot College Academic Senate  
Ms. Melissa Korber, Las Positas College  
Ms. Janet Lockhart, Measure B Citizens' Oversight Committee  
Dr. Charlotte Lofft, President, Chabot-Las Positas Faculty Association  
Ms. Zina Rosen-Simon, Las Positas College  
Mr. Pedro Ruiz DeCastilla, District Classified Senate  
Mr. Todd Steffan, Las Positas College Classified Senate  
Ms. Connie Telles, Chabot College

Ms. Kimberly Tomlinson, Las Positas College  
Ms. Rachel Ugale, District Services  
Mr. Scott Vigallon, Las Positas College  
Ms. Yvonne Wu-Craig, President, Chabot College Classified  
Senate

### **PLEDGE TO FLAG**

Trustee Mrs. Dvorsky led the pledge to the flag.

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

Board President Dr. Cedillo reported that in Closed Session, the Board unanimously approved a Settlement Agreement, Case No. RG11597756. The motion was made by Trustee Mrs. Dvorsky and seconded by Trustee Dr. Gin.

### **PUBLIC COMMENTS**

Ms. Zina Rosen-Simon, Early Childhood Department Coordinator, Las Positas College, spoke to the Board about the Early Childhood Students. She emphasized that although Las Positas College and Chabot College may have slightly different models, they are united in their goals of providing comprehensive education for their students. She shared research data on the students in the Program: number of Certificates awarded by major and academic year; number of AA Degrees and Transfer Rates; comparison of Headcount and Enrollment from Fall 2007 to Fall 2011; Student Demographics of Race-Ethnicity; and comparison of Student Educational Goals from Fall 2007 to Fall 2011.

Ms. Kathy Kelley, President, Chabot College Faculty Senate, read a statement to the Board regarding issues of liability and safety concerns at Chabot College. She cited facility issues in Biology Classrooms/Laboratories, as well as in the Cafeteria. She also spoke against the District's use of interest-bearing accounts for Bond Money, which provides discretionary funds to the District. She stressed that this Bond Money could be used to improve the Colleges' facilities instead of earning interest. She also voiced concern expressed in the District Budget Study Group Meeting regarding the full disclosure of the amount and use of Bond Funds.

### **GOOD OF THE ORDER**

Board President Dr. Cedillo reported that a three-minute timer will be displayed on a screen during the Public Comment Section of the Agenda. He reported that he takes responsibility for trying to guide the process for the Public Comments Section and keeping speakers to the three-minute limit. He noted that it was his intent and hope that this visual

would help guide the speakers as well as the Board. He expressed that the process will be “worked out as we go along.”

## **CONSENT CALENDAR**

Trustee Mr. Gelles requested that agenda item 6.1 (Approval of Award of Bid No. 11-02.3, Math-Science Modernization, Building 1700, Chabot College) be pulled from the Consent Calendar.

### Motion No. 1

Trustee Mr. Gelles made a motion, seconded by Trustee Dr. Gin, to approve the Consent Calendar with the exception of agenda item 6.1.

Motion carried unanimously, 7-0.

The following items were approved on the consent calendar:

#### General Functions

- 1.8 Approval of Minutes of February 19, 2013 Regular Meeting

#### Personnel

- 3.1 Classified Personnel
- 3.2 Management Personnel

#### Educational Services

- 4.1 Acceptance of Gift, Chabot College
- 4.2 Acceptance of Gift, Las Positas College
- 4.3 Approval of Amendment of Memorandum of Understanding (MOU) – U.S. Department of Labor Trade Adjustment Assistance Community College and Career Training (TAACCCT) Grant Subaward Revised Agreement with Contra Costa Community College District, Chabot College

#### Business Services

- 5.1 Approval of Commercial Warrant Registers
- 5.2 Approval of Payroll Warrant Registers
- 5.3 Approval of Declaration of Surplus Property to be Sold at Private Sale and Donation or Disposal of Any Items Not Sold
- 5.4 Acceptance of Grant - Nuts, Bolts & Thingamajigs (NBT) and The Foundation of the Fabricators & Manufacturers Foundation, International, Chabot College
- 5.5 Approval of Agreement - University of the Pacific (UOP), Chabot College

## Business Services (continued)

- 5.6 Approval of Agreement with OCLC Worldshare Management Services for Library Services for Chabot and Las Positas Colleges (Measure B Bond Funds)

## Facilities Planning and Development

- 6.2 Approval to Participate in the State Capital Outlay Grant Financing Program for Building 1700, Chabot College
- 6.3 Approval of Contract Modifications to the Existing CDX Builders, Inc., Contract for the Industrial Technology Center, Buildings 1400 and 1600 Renovation, Chabot College (Measure B Bond Funds)

**PRESENTATION: MEASURE B CITIZENS' OVERSIGHT COMMITTEE EIGHTH ANNUAL REPORT TO THE COMMUNITY**

Mr. Kim Huggett, Chair, Measure B Citizens' Oversight Committee, presented the 2012 Eighth Annual Report to the Community. He reported that copies of the report have been made and will be distributed through the Bay Area. Mr. Huggett reflected on the enormous facilities changes at the Colleges that have been made possible through Measure B Funds. He expressed that he is pleased to report that Measure B has produced impressive economic and educational outcomes for the communities throughout the region. In addition, the economic impact of the construction projects has added more than \$100 million to our communities while providing over 950 jobs annually for the past six years. Further, he reported that a rigorous audit was conducted.

**PRESENTATION: BUDGET ALLOCATION MODEL**

Dr. Walters reported that the process for adopting a new Budget Allocation Model began in November 2009, with a total of 49 meetings of the District Budget Study Group (DBSG). She recognized the many hours and hard work by hundreds of individuals in DBSG, as well as members of the Faculty Association, Classified Senates, and Administrators.

Mr. Legaspi presented a PowerPoint Presentation summarizing the Funding Allocation Model. He reported that the Model addresses the recommendation of the Accrediting Commission for Junior and Community Colleges (ACCJC) to complete an evaluation of the resource allocation, ensure transparency and assess the effectiveness of resource allocations in supporting operations.

Mr. Legaspi presented the Funding Model process as follows:

- Determine Number of Students
  - FTES determined by District Enrollment Management Committee (DEMC)
- Calculate State Funding
  - Apportionment, COLA, Lottery, Mandated Costs, Other State Revenues
- Fund District-wide Expenses
  - Contractual, Regulatory; Retiree Health Benefits, Insurance, Utilities and Audit
- Fund District Office/Maintenance and Operations
  - District Office @ 10.45%; Maintenance and Operations @ 8.51%
- Allocate Balance of Funds to Colleges Based on FTES
  - Chabot College @ 58.92%; Las Positas College @ 41.08%

Mr. Legaspi reviewed what the Model offers as follows:

- Treats all employees fairly;
- Simple to understand;
- It is Revenue Based;
- Puts money out to Colleges;
- The College Budget Committees are empowered to make decisions;
- We are all responsible to live within our means;
- Promotes accountability and transparency District-wide;
- Incorporates a process to build back RUMBL and Reserves;
- Addresses ACCJC Accreditation Recommendations.

Mr. Legaspi reviewed the recommended Board Action as follows:

- Approve the Funding Allocation Model recommended by the District Budget Study Group (DBSG) to the Chancellor who will bring this recommendation forward. It is a three (3) year budget cycle from 2013-14 to 2015-16, and to be reviewed annually;
- Authorize the Chancellor to develop Board Policy and Administrative Procedures utilizing the appropriate shared governance process to implement the model beginning FY 2013-14;
- Conduct an External Study of District Operations (District Office and Maintenance and Operations) to determine the appropriate size of district operations to support the colleges. This study is to be completed within the FY 2013-14.

Mr. Legaspi recognized the dedication and hard work of the members of the District Budget Study Group as follows: Chabot College: Andrea Preciado, Charlotte Lofft, Connie Willis, Dale Wagoner, Dave Fouquet, Gerald Shimada, Gordon Watt, Kathy Kelley, Ming-Lun Ho, Susan Sperling, Yvonne Wu-Craig. Las Positas College: Bob D'Elena, Diana Rodriguez, Heidi Ulrech, Janice Noble, Justin Garoupa, Kevin Walthers, LaVaughn Hart, Natasha Lang, Sarah Thompson, Sandeep Sidhu, Todd Steffan. District Office and Maintenance and Operations: Barbara Yesnosky, Joanne Bishop-Wilbur, Judy Hutchinson, Judy Walters, Linda Wilson, Pedro Ruiz DeCastilla, Pushpa Swamy, Tim Nelson, Lorenzo Legaspi. In addition, he thanked all others who attended and participated in the last 49 meetings.

Trustee Mr. Vecchiarelli questioned how the Model deals with funds generated (for example, from the lease revenue for the Dublin District Office, or money generated from leasing/selling the Franklin Dr. Building, or selling an easement). Mr. Legaspi reported that all local revenues (generated by the location) stay at the location. The lease payments for the Dublin District Office Building and 5020 Franklin Dr., Pleasanton are also considered local revenue. He reported that his recommendation would be that if we have lease revenues, it be used to: 1) pay off some obligations, including RUMBL; and 2) to reinvest in other income-producing endeavors to leverage our assets.

Trustee Mr. Vecchiarelli expressed that he has some concerns about this recommendation but will discuss these at a later time. He expressed that issues raised regarding health and safety issues in the Biology Labs are a top priority.

Trustee Mr. Vecchiarelli questioned how the Model deals with high cost programs, i.e. Dental Hygiene, Nursing, Child Care Center, etc. Mr. Legaspi reported that the DBSG recognizes that these are District Programs that the District wants to be identified with and therefore, we must subsidize these programs. The subsidy would be allocated throughout the four locations (Chabot, Las Positas, District Office and Maintenance and Operations), and subtracted off the top.

Trustee Mr. Vecchiarelli questioned the percentage of Funding District at 10.45% and Maintenance and Operations at 8.51%. Mr. Legaspi explained that the percentages are subtracted after subtracting the District-wide expenses from the total state funding. He noted that if you were to take District Office and Maintenance and Operations compared to the total state funding, it would be under 10%.

Trustee Mr. Vecchiarelli expressed that the RUMBL Fund has to be paid back and he will make it his goal to make sure that it is.

Trustee Mrs. Dvorsky expressed appreciation for the hard work of so many. She expressed that it is her hope that discussions can get back to "students" and what is needed on the College campuses; working within the parameters of this Model.

Trustee Dr. Mitzman expressed amazement and appreciation that there has been compromise and agreement since the three versions of the Model were presented on March 5.

Trustee Mr. Gelles expressed that “philosophically this is a great place that the District has been able to come to.” He expressed appreciation to Mr. Legaspi and all those that worked on the Model. He noted that we must remember that we built a lot of new buildings and Maintenance and Operations has to maintain these buildings.

Trustee Mr. Gelles questioned who will be doing the external study; to which Dr. Walters reported that an external consultant will be pursued that will work within the cost the District would be willing to pay.

Trustee Dr. Gin expressed appreciation to Mr. Legaspi and the District Budget Study Group. He noted that it may not be a perfect Model, but the fact that individuals were able to compromise is a “move in the right direction.”

Student Trustee Adhikari questioned the law whereby a percentage of funds must go directly to instruction and how it relates to the Model. In response, Mr. Legaspi reported that the 50% Law requires that 50% of all expenditures go towards the classroom, i.e. faculty and instructional aides. Mr. Legaspi also noted that the year just ended, the District was above 50%. Within the Model, the number of students is determined by the District Enrollment Management Committee (DEMC). He further explained that setting the number of students will set the number of full-time equivalent faculty that will be needed. He noted that this will give us a good indication as to what the cost is and how it compares to the total budget. He noted that there is accountability throughout starting with the work of the DEMC. We will be monitoring the budget at all locations to ensure the 50% Law is met.

Dr. Walters further added that the 50% Law means “people sitting down in seats with a faculty member.” Counselors, librarians, nurses, curriculum and staff development chairs, and faculty members on release time does not count towards the 50% Law; only activities that are in the classroom. She noted that it is a hold-over from K-12. She also stressed that we will be working with the Colleges to monitor the 50% Law.

Dr. Walters reported that there are approximately 18 questions that arose in DBSG that still need to be worked out.

Board President Dr. Cedillo, on behalf of the Board, expressed appreciation to all, inviting a round of applause.

**TRUSTEE REPORTS AND/OR OFFICIAL COMMUNICATIONS**

Student Trustee Pinto presented a written report to the Board. She reported that ASCC has begun planning for elections, which will begin the week of April 22. She also reported that ASCC has begun to change some procedures in the scholarship committee; and scholarship packages will be available soon. She also reported that co-curricular applications will be available for Faculty/Staff at the end of March. She also reported that Chabot participated in the March in March on the 4<sup>th</sup>. She reported that Dr. Melba Pattillo Beals spoke on campus on March 12 in honor of Women's History Month.

Student Trustee Adhikari reported that ASLPC has generously donated to various Associated Student (AS) Programs, including the Health Center, CalWorks, Forensics Team, Early Childhood Center, and others. He also reported that Las Positas College participated in the March in March, providing a bus for students to Sacramento.

Trustee Dr. Gin reported that he, along with many other representatives, attended the recent Puente Breakfast at California State University, East Bay. He noted that Chabot College was well represented and recognized.

Trustee Mr. Gelles again expressed appreciation to Mr. Legaspi and the DBSG, as well as the Chancellor, for their work on the Allocation Model. He also commended Mr. Legaspi for the press release on the bond refinancing, which was wonderful for the taxpayers. "Well done!" He also expressed appreciation to Dr. Sperling for the list of events provided to the Board; noting that he looks forward to a list from Las Positas College.

Trustee Dr. Mitzman recognized Mr. Legaspi and DBSG on the Allocation Model. He noted that he understands and is pleased that the Model does meet the requirement of transparency.

Trustee Mrs. Dvorsky reported that she also attended the Puente Breakfast and recognized the Chabot and Las Positas College Students that participated.

Trustee Mr. Vecchiarelli again expressed that a priority for him is projects that involve health and safety issues. He questioned how the District Office staff plays into the 50% Law. Mr. Legaspi responded that District Staff are on the wrong or other side of the 50% Law; noting that the 50% has to be related to instruction in the classroom.

Trustee Dr. Mertes expressed appreciation to Mr. Legaspi for all of the work performed in the finance area, recognizing the challenges over the past couple years in funding support.

**LAS POSITAS COLLEGE FOUNDATION**

Dr. Kaye submitted a written report to the Board. He highlighted the Best of the Best scheduled for April 27. He recognized the generosity of ASLPC of \$5,000 for the Textbook Loaner Program. He also recognized the donation of \$5,500 for the Foundation 55 Program from retired LPC Instructor Judith Porta and husband Fred.

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

Ms. Sarah Thompson, President, Las Positas College Academic Senate, submitted a written report to the Board. She reported that in light of discussions at the last Board Meeting regarding the cost and value of academic programs, she has initiated a discussion at the Senate on how disciplines can best use data to help determine their contribution to the District financially and in terms of student access and success. These discussions will begin with looking at enrollment data. She expressed that the threshold for program sustainability needs to be equitably applied. She reported that in terms of DBSG and the concerns about the size of the District expressed in meetings, she reported that the perspective of the LPC Senate Representatives on the DBSG is that it was an issue of understanding of District Expenditures as they relate to the District functionality. For example, Sociology generates 120 FTES (1,200 students), which is \$558,000 to the District; and as the only full-time instructor in the program, her annual budget is \$200.

Ms. Kathy Kelley, President, Chabot College Academic Senate, submitted a written report to the Board. She highlighted the successful and well-attended speech by Dr. Beals of the Little Rock Nine. She also highlighted the Public Lecture Series, which will continue in Fall. She also reported that she attended the Reception for Women Veterans, which was a successful event.

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

Mr. Todd Steffan, Co-President, Las Positas College Classified Senate, submitted a written report to the Board. He highlighted the District-wide Classified Flex Day held at Las Positas College. He expressed appreciation to Chancellor Walters, Yvonne Wu-Craig, Pedro Ruiz DeCastilla, and Joanne Bishop-Wilbur for making the event a success. He also recognized the help of Julie Thornburg and Sharon Gach. He reported that a survey conducted at the Flex Day will be used to develop future Flex Days.

Ms. Yvonne Wu-Craig, President, Chabot College Classified Senate, also reported that the District-wide Classified Flex Day was a success based on feedback she received from Chabot participants. She also reported that at the last Senate Meeting, they reviewed the

Allocation Model, and recruited committee members. She also clarified a statement made by Mr. Ming-Ho at the March 5 Study Meeting, in that the Chabot Classified Senate did support the Chabot College Academic Senate Resolution, but did not support any particular version of the Model that was presented to the Board at that meeting.

Mr. Pedro Ruiz DeCastilla, District Classified Senate, expressed appreciation to Las Positas College, both College Classified Senates, and Chancellor Walters for the District-wide Flex Day.

### **PRESIDENTS OF CHABOT AND LAS POSITAS COLLEGES ASSOCIATED STUDENTS**

Associated Students of Chabot College had no representation at the meeting.

Ms. Cherry Bogue, President, Associated Students of Las Positas College, reported that Elections will be held on April 17 and 18 and expressed that she is pleased to see the increased student participation in the process. She also reported that ASLPC is “gearing up” for the office move.

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

Dr. Kevin Walthers, President, Las Positas College, submitted a written report to the Board. He reported that the campus looks forward to the completion of the Student Services and Administration (SSA) Building and the ultimate move. He reported that the LPC Veterans First Program will host an event to honor Women Veterans on March 21. Further, he recognized Librarian Tina Inzerilla on the completion of her Doctorate.

Dr. Susan Sperling, President, Chabot College, submitted a written report to the Board. She expressed appreciation to the DBSG Members, noting that she is pleased by the outcome and the successful processes of shared governance. She also highlighted the outstanding presentation by Dr. Melba Beals on March 12, which was attended by 800 individuals. She also reported that the City of Hayward and Alameda County Board of Supervisors declared March 12, 2013 as Women Veterans Day; and the recognition of Chabot College with appreciation plaques for its service to Veterans. In addition, she reported that Chabot College held a dinner celebration honoring Women Veterans. She expressed kudos to the Chabot College Forensics Team for its recent successes. Further, she reported that she also attended the Puente Breakfast held at California State University, East Bay.

**INTERIM CHANCELLOR**

Dr. Judy Walters, Interim Chancellor, reported that she recently attended the No. California CEO Conference. She reported that at the conference, Dr. Barbara Beno reported that the Accrediting Commission may be moving from a 6-year to a 7-year Accreditation Cycle, which would mean that the fourth year would be a true mid-term report. She also reported that at the conference there was much discussion about Adult Education, noting that her recommendation is that the District not get involved in Adult Education until the Chancellor's Office and Board of Governors comes out with straight-forward guidelines. She reported that the amount of funding is questionable. She also reported that community colleges are being encouraged to look at the expansion of degrees to include Bachelor of Science in Nursing (BSN). She reported that for every single change a community college makes in programs requires a substantive change report to the Accreditation body. She reported that as these issues become clearer, she will share them with the Board.

**APPROVAL OF AWARD OF BID NO. 11-02.3, MATH-SCIENCE MODERNIZATION, BUILDING 1700, CHABOT COLLEGE (Agenda Item 6.1)**

Trustee Mr. Gelles reported that he pulled this agenda item from the consent calendar in order to compliment Mr. Kingston on the work in this area. He also noted that he is pleased to see local vendors submitting bids.

Motion No. 2

Trustee Mr. Gelles made a motion, seconded by Trustee Dr. Mitzman to approve the proposed Award of Bid No. 11-02.3, Math-Science Modernization, Building 1700, Chabot College contingent on approval of the State Chancellor's Office and Department of Finance to award to BHM Construction of Vallejo, CA, in an amount not to exceed \$6,989,400. It is further recommended that the Board authorizes the Vice Chancellor, Business Services, to execute the bid documents on behalf of the District. Funding Source: State Funds and Measure B Bond Funds

Trustee Mr. Vecchiarelli reported that previously there had been money for asbestos abatement and questioned the possibility of obtaining these funds for other buildings.

Mr. Kingston reported that we have maximized that opportunity. Mr. Horner reported that in the past our hazardous mitigation has far exceeded the amount the State has; noting that the District claims what it is eligible for.

Trustee Dr. Cedillo questioned if this bid is within its estimated budget. Mr. Kingston reported that the last four bids have come in over the estimate. He noted that this is the

beginning of inflation in building materials, noting that the District has not seen inflation in labor costs as yet.

Trustee Mr. Gelles expressed that it is his hope that the Chancellor will elicit from the College Presidents any safety hazard issues for students and staff; and that money be found to correct those safety issues. He also stressed that as a Board it supports taking care of safety problems immediately.

Motion carried unanimously, 7-0.

### **INFORMATIONAL PERSONNEL REPORTS (Agenda Item 8.1)**

The Board accepted the Informational Personnel Reports without discussion.

### **FIRST READING: GOVERNING BOARD POLICIES (Agenda Item 8.2); AND FIRST READING: ADMINISTRATIVE PROCEDURES (Agenda Item 8.3)**

Board President Cedillo expressed appreciation to Chancellor Walters for moving forward on the long-overdue revision of Board Policies and Administrative Procedures.

Dr. Walters reported that these Policies and Administrative Procedures represent work that has gone through the Constituent Groups. These Policies and Procedures will be brought back to the Board for approval at its next meeting.

### **APPROVAL OF DISTRICT BUDGET ALLOCATION MODEL (Agenda Item 9.1)**

Board President Dr. Cedillo introduced this agenda item by reading the recommended action as follows:

That the Board of Trustees approves the Funding Allocation Model recommended by the District Budget Study Group (DBSG) and the Chancellor. This approval is a commitment to a three (3) year budget cycle from 2013-14 to 2015-16 and is to be reviewed annually. By this recommendation, the Board authorizes the Chancellor to develop Board Policy and Administrative Procedures utilizing the appropriate shared governance processes to implement this model beginning FY 2013-14. The Board also authorizes the Chancellor to conduct an external study of District Operations (District Office and Maintenance & Operations) to determine the appropriate size of District operations to support the Colleges. This study is to be completed within the FY 2013-14.

Motion No. 3

Trustee Mrs. Dvorsky made a motion, seconded by Trustee Dr. Gin, to approve the Funding Allocation Model recommended by the District Budget Study Group (DBSG) and the Chancellor. This approval is a commitment to a three (3) year budget cycle from 2013-14 to 2015-16 and is to be reviewed annually. By this recommendation, the Board authorizes the Chancellor to develop Board Policy and Administrative Procedures utilizing the appropriate shared governance processes to implement this model beginning FY 2013-14. The Board also authorizes the Chancellor to conduct an external study of District Operations (District Office and Maintenance & Operations) to determine the appropriate size of District operations to support the Colleges. This study is to be completed within the FY 2013-14.

Motion carried unanimously, 7-0.

**ACCEPTANCE OF RESPONSE TO ACCREDITING COMMISSION FOR JUNIOR AND COMMUNITY COLLEGES (ACCJC) (Agenda Item 9.2)**

Motion No. 4

Trustee Mrs. Dvorsky made a motion, seconded by Trustee Dr. Mitzman, to accept the proposed Response to the Accrediting Commission for Junior and Community Colleges (ACCJC) for submission to ACCJC.

Motion carried unanimously, 7-0.

**APPROVAL OF SUBSTANTIVE CHANGE PROPOSAL, LAS POSITAS COLLEGE (Agenda Item 9.3)**

Motion No. 5

Trustee Dr. Gin made a motion, seconded by Trustee Mrs. Dvorsky, to approve the 2013 Substantive Change Proposal for Las Positas College for submission to the Accrediting Commission for Junior and Community Colleges (ACCJC).

Motion carried unanimously, 7-0.

**ADJOURNMENT**

Motion No. 6

Trustee Mr. Gelles made a motion, seconded by Trustee Dr. Mitzman, to adjourn the Regular Meeting at 7:55 p.m.

Motion carried unanimously, 7-0.

**NEXT MEETING**

The next meeting of the Board of Trustees is scheduled for April 16, 2013, 6:30 p.m., District Office.

Minutes prepared by:

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Beverly Bailey  
Recording Secretary

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