

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

**MINUTES
June 16, 2015**

PLACE

Chabot-Las Positas Community College District, 7600 Dublin Blvd., Dublin, California.

CALL TO ORDER

The regular meeting was called to order at 5:00 p.m. by Trustee Gelles. Recording Secretary Beverly Bailey called the roll. Trustees Dr. Cedillo and Mrs. Dvorsky were absent at the time of roll.

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. All Board Members were present at the time of roll.

ATTENDANCE

Members Present: Trustee Dr. Arnulfo Cedillo (arrived at 5:02 p.m.)
 Trustee Mrs. Isobel F. Dvorsky (arrived at 5:02 p.m.)
 Trustee Mr. Donald L. "Dobie" Gelles
 Trustee Dr. Hal G. Gin
 Trustee Mr. William L. "Will" Macedo
 Trustee Mr. Carlo Vecchiarelli
 Student Trustee Ms. Nancy Kang
 Student Trustee Ms. Quincy Taylor

Members Absent: None

Recording Secretary: Ms. Beverly Bailey

Managers Present:

Dr. Jannett N. Jackson, Chancellor
Dr. Susan Sperling, President, Chabot College
Dr. Barry Russell, President, Las Positas College
Mr. Ken Agustin
Ms. Lori Benetti
Mr. David Betts
Mr. Walter Blevins
Ms. Julia Dozier
Ms. Karen Esteller
Mr. Wyman Fong
Mr. Doug Horner
Dr. Ted Kaye
Ms. Victoria Lamica
Dr. Kristen Lima
Ms. Jeannine Methe
Mr. Lorenzo Legaspi
Dr. Celia Esposito-Noy
Ms. Diana Rodriguez
Dr. Stacy Thompson
Ms. Connie Willis
Ms. Barbara Yesnosky

Others Present:

Ms. Noell Adams, Incoming President, Chabot College
Classified Senate
Mr. Frank F. Aguiar
Mr. Lawrence Aguiar, Las Positas College
Ms. Deborah Dobbins, District Services
Ms. Laurie Dockter, President, Chabot College Faculty
Senate
Mr. Giesce Ly
Mr. Jim Matthews, Chabot College
Ms. Jane McCoy, Las Positas College
Ms. Rosie Mogle, Chabot College
Mr. Tim Nelson, Administrator Emeritus
Mrs. Tracy Nelson
Mr. Joe Pimental, District Services
Mrs. Vicki Pimental
Mr. Sean Prather, Las Positas College
Ms. Theresa Rowland
Ms. Rachel Ugale, District Services
Mr. Gordon Watt, President, Chabot College Classified Senate

PLEDGE TO FLAG

Trustee Dr. Cedillo led the pledge to the flag.

GOOD OF THE ORDER

Board President Gelles announced that beginning in July, there would be no more hard copies provided of Board Agenda materials, as it is available on-line.

PUBLIC COMMENTS

Dr. Ted Kaye was pleased to report that the books for the Best of the Best Gala are closed and the event netted \$133,000. He noted that the first Best of the Best Gala held 12 years ago, netted \$12,000. He expressed appreciation to all those that attended.

CONSENT CALENDAR

Chancellor Jackson pulled agenda item 3.3.I, from agenda item 3.3 (Management Personnel), removing Joseph M. Ryan.

Mr. Gordon Watt noted that on page 6 of the May 19, 2015 Minutes, Ms. Noell Adams was erroneously noted as Mr. Noell Adams.

Motion No. 1

Trustee Dr. Gin made a motion, seconded by Trustee Dr. Mitzman, to approve the Consent Calendar with the exception of agenda item 3.3.I, and with the correction to the Minutes of May 19, 2015.

Motion carried unanimously, 7-0.

The following items were approved on the consent calendar:

General Functions

1.8 Approval of Minutes of May 19, 2015 Regular Meeting

Personnel

- 3.1 Classified Personnel
- 3.2 Faculty Personnel
- 3.3 Management Personnel
- 3.4 Approval of Salary Schedule Increases

Educational Services

- 4.1 Approval of Curriculum Changes, Chabot College
- 4.2 Approval of Curriculum Changes, Las Positas College
- 4.3 Acceptance of Stevenson-Wydler Gift (SWG) Program Request and Approval of Agreement, Las Positas College
- 4.4 Approval of Agreement – Chamberlain College of Nursing and Chabot College Nursing Program
- 4.5 Acceptance of a Grant Sub-Agreement Between Cabrillo Community College District and Chabot-Las Positas Community College District, Las Positas College
- 4.6 Approval of Memorandum of Understanding (MOU) – University of Phoenix, Las Positas College
- 4.7 Approval of Memorandum of Understanding (MOU) – City of Hayward and Hayward Promise Neighborhood, Chabot College
- 4.8 Approval of Master Instructional Agreement – Eden Area Regional Occupational Program (ROP) and Chabot-Las Positas Community College District, Chabot College
- 4.9 Acceptance of Donation of Equipment, 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 Approval of Agreement – SportsPlus Bay Area, Las Positas College
- 5.5 Approval of Grazing Lease Agreement for Excess Land –7M Cattle Company
- 5.6 Approval of Agreement – City of Hayward for Campus Security Services, Chabot-Las Positas Community College District, Chabot College
- 5.7 Approval of Spending Determination of Monies Received from the Education Protection Account
- 5.8 Adoption of Tentative Budgets – 2015-2016 General Fund, Cafeteria Fund, Capital Outlay Projects Fund, Self-Insurance Fund (RUMBL), Child Development Fund, Measure B Bond Fund and Establishment of September 15, 2015 as the Date for Public Hearing and Adoption of District Budgets

Facilities Planning and Development

- 6.1 Approval of Contract for Division of State Architect (DSA) Inspector of Record (IOR) with United Inspection Services for DSA Inspection Services for Phase I and II, Building 700 Remodel, Las Positas College (Measure B Bond Funds)
- 6.2 Approval of Contract Modification to the Existing Design Contract with Noll and Tam Architects for Building 2000, Library Renovation, Las Positas College (Measure B Bond Funds)

- 6.3 Approval of Modification to the Existing On-Call Professional Services Agreement with Swinerton Management & Consulting, Inc., for Measure B Construction Management Support Services, Chabot College (Measure B Bond Funds)
- 6.4 Approval of Award of Design/Build Contract to Balfour Beatty Construction for New Academic Classroom Building 100, Las Positas College (Measure B Bond Funds)

Economic Development/Contract Education

- 7.1 Approval of Agreement Renewal – Sprinkler Fitters U.A. Local 483 Joint Apprenticeship Committee, District – Economic Development
- 7.2 Approval of Agreement Renewal – Fire/Life Safety Apprenticeship Program with the Western Burglar and Fire Alarm Association, Inc., District – Economic Development
- 7.3 Approval of Agreement Renewal – Electrical Apprenticeship Program with the Alameda County Joint Apprenticeship Training Committee for the Electrical Trade, District – Economic Development
- 7.4 Approval of Agreement Renewal – Roofing Apprenticeship Program with the Independent Roofing Contractors of California, District – Economic Development
- 7.5 Approval of Agreement Renewal – Telecommunications Apprenticeship Program with the Communications Workers of America (CWA) JATC, District – Economic Development
- 7.6 Approval of Contract Renewal – County of Solano Standard Contract No. 00591-16, District – Economic Development
- 7.7 Approval of Agreement – County of Mendocino, District – Economic Development
- 7.8 Approval of Contract for Services – Shoreline Construction, District – Economic Development: OSHA Training Center
- 7.9 Approval of Contract Renewal – Alameda County Social Services Agency, District – Economic Development
- 7.10 Approval of Amendment – County of Contra Costa, Interagency Agreement No. 18-252-5, District – Economic Development

Other Action Items

- 9.1 Adoption of Governing Board Policy – Chapter 2000: Board of Trustees
BP 2730 Board Member Health Benefits
- 9.2 Adoption of Governing Board Policies – Chapter 3000: General Institution
 - BP 3410 Nondiscrimination
 - BP 3420 Equal Employment Opportunity
 - BP 3430 Prohibition of Harassment
 - BP 3440 Service Animals
 - BP 3445 Pets and Animals

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| | BP 3520 | Local Law Enforcement |
| | BP 3570 | Smoking on Campus |
| 9.3 | Adoption of | Governing Board Policies – Chapter 7000: Human Resources |
| | BP 7110 | Delegation of Authority |
| | BP 7310 | Nepotism |
| | BP 7510 | Domestic Partners |
| | BP 7600 | Security Officers |
| | BP 7700 | Whistleblower Protection |

PRESENTATION: EMERITUS RETIREMENT RECOGNITIONS

Chancellor Jackson reported that 18 Faculty and Staff retired this year, including:

Chabot College: Tom Clark, Kaaren Krueg, Rosemary “Rosie” Mogle, Deborah Buti, Indrani Chaudhuri, Dr. Jerry Egusa, JoAnn Galliano, Kathy Kelley, Dr. Irene Plunkett, and Jane Vallely.

Ms. Rosie Mogle was in attendance and recognized for her service to Chabot College; and presented with an Emeritus plaque and gift of appreciation. President Sperling and Ms. Connie Willis spoke highly of what Ms. Mogle has meant to the College. Ms. Mogle expressed her gratitude for the opportunities given her while at Chabot College.

Las Positas College: Dr. Ted Kaye, Jeanne Virgilio, Lawrence Aguiar, John Gonder, Cynthia Keune, and Jane McCoy.

Dr. Ted Kaye, Mr. Larry Aguiar and Ms. Jane McCoy were in attendance and recognized by Dr. Russell for their service to Las Positas College; and presented with an Emeritus plaque and gift of appreciation.

Mr. Larry Aguiar expressed the multitude of changes he has seen over the 41 years with the District and especially at Las Positas College. He also stressed the importance of sports for the College and the community. He reported that he will continue coaching at Las Positas College; expressing that he “loves what he does.” He expressed that he would like to see Women’s Softball brought to Las Positas College.

Ms. Jane McCoy expressed appreciation for the opportunity; and expressed appreciation to Dr. Russell for his lovely comments.

Dr. Ted Kaye expressed to the Board that these past ten plus years with the District and Las Positas College Foundation have been the most rewarding and satisfying of his careers. He expressed “profound” gratitude for the opportunity and what the District and College has done for him and his wife, Dale.

District Office: Tim Nelson and Joseph Pimental.

Mr. Nelson and Mr. Pimental were in attendance and recognized for their service to the District; and presented with an Emeritus plaque and gift of appreciation. Mr. Lorenzo Legaspi recognized Mr. Nelson for his contributions to the District Maintenance and Operations Department; expressing that he thoroughly enjoyed working with him. Mr. Walter Blevins recognized Mr. Pimental for his commitment to Chabot College.

Mr. Nelson expressed appreciation to the Board for the opportunity and for its support over the years of Maintenance and Operations.

Mr. Pimental expressed appreciation for the opportunity, noting that he was pleased to do his job to better assist students.

RECESS

President Gelles recessed the meeting from 7:05 to 7:15 p.m. to enjoy cake and celebrate the retirees.

PRESENTATION: MiG EDUCATIONAL MASTER PLANS AND DISTRICT STRATEGIC PLAN UPDATE

Ms. Joan Chaplick, MiG, provided a PowerPoint Presentation on the Update of the Educational Master Plans and District-Wide Strategic Plan.

Ms. Chaplick reported that the role of MiG is to compile and curate the comments received throughout the planning process. She reported that in terms of the Framework for the Strategic Plan, the Vision will be linked to the Mission, which was approved by the Board last year.

I. District-wide Strategic Plan Rough Draft Goals:

- A. Educational Excellence;
- B. Curriculum Relevancy;
- C. Community Collaboration;
- D. Supportive Infrastructure;
- E. Organizational Effectiveness.

II. Review Process and Comment Period of Rough Draft Framework. Preliminary Feedback:

- Generally a positive response regarding the outreach and engagement process and opportunity to comment;

- Creative incentives for soliciting feedback: e.g. ice cream social for the division that fills out the most comment cards;
- Narrow down the amount of action items and inform faculty of how goals and action items will be prioritized.

Preliminary Feedback for the Educational Master Plans (EMP):

Chabot College:

- General agreement with the goals;
- Facilities and IT improvements should be two separate goals in the EMP Framework;
- Chabot College Strategic Plan will be updated next year. The Strategic Plan should be responsive to the direction provided by the EMP;
- Feedback is generally facility or program specific (e.g. specify Building 1100 in Goal G).

Las Positas College:

- College created an online feedback survey form for the Educational Master Plan that streamlines the feedback process;
- College hosted 7 discussion/feedback sessions on campus during May;
- General agreement with the goals;
- Be more specific and clarify vague goals/action items and their purpose, e.g. A2.8; A2.13, Goal I;
- Identify gaps where input is missing, e.g. English Department.

III. Program Review Update:

- Currently compiling program review summary;
- Coordinating with District and Colleges for guidance and review of summaries;
- Drafting preliminary program evaluations and assessment.

IV. Facilities Update:

- Met with facility directors from District and Colleges;
- Conduct College site visits;
- Draft facility assessments.

V. Next Steps and Timeline:

- Assess program reviews;
- Complete facility assessments;
- Compile, assess and analyze comments;
- Revise to rough draft frameworks based on comments received;
- Feature plan review opportunities at Convocation (August 2015);

- Finalize draft documents for Board presentation (September 15);
- Final drafts available for accreditation team (October 2015).

PRESENTATION: 2015-16 TENTATIVE BUDGETS – GENERAL FUND, CAFETERIA FUND, CAPITAL OUTLAY PROJECTS FUND, SELF-INSURANCE FUND (RUMBL), CHILD DEVELOPMENT FUND, MEASURE B BOND FUND

Mr. Lorenzo Legaspi provided a PowerPoint Presentation of the 2015-16 Tentative Budget, as well as providing a handout Summary of the key components of the Budget. He reported that the Governor and Legislature announced that they have reached agreement on the State's Final Budget. He reviewed the Budget Requirement that community college districts must adopt a tentative budget on or before the first day of July each year. He reported that the Final Budget will be presented at a public hearing at the Board Meeting of September 15.

Mr. Legaspi reviewed the Governor's Budget Proposal which reflects increased revenues and Proposition 98 guarantee to \$68.4 billion for 2015-16 due to a strong state economy. He reviewed ongoing revenues:

- Access, \$156.5 million to fund 3% growth (CLPCCD @ 1%);
- COLA, \$61.6 million to fund 1.02% COLA;
- Base allocation, \$266.7 million to fund increases in "operating expenses";
- Full-time faculty hiring, \$75 million to fund 600 additional full-time faculty positions (CLPCCD approximately \$1 million to increase full-time faculty by 9);
- Student Success and Support Program (SSSP), \$230 million for SSSP and Student Equity;
- Student Fees maintained at \$46 per credit unit.

Mr. Legaspi reviewed one-time revenues:

- Prior year mandated cost, \$626 million;
- Deferred maintenance and instructional equipment, \$148 million.

Mr. Legaspi reviewed the District student enrollment data since 2006-07. He reported that the District missed its target by approximately 1,000 FTES in 2014-15, having to "borrow" from Summer 2015. He reported that the District needs to make up that 1,000 FTES and hit its target for 2015-16 of 17,191; which is a "very tall order." He noted that this is the second straight year the District has had to borrow from Summer.

Mr. Legaspi reviewed the Major Revenue Assumptions, which includes Basic Allocation (\$7,446,993), Base Revenue (\$78,618,055), COLA at 1.02% (\$801,904), Growth at 1.00% (\$1,555,480), and Increase in Base Allocation based on \$125 million (\$1,800,000); for a Total Computational Revenue of \$92,308,251.

Mr. Legaspi also reviewed the Major Expenditure Assumptions which are included in this Budget as follows:

- Based on serving 17,191 FTES;
- COLA @ 1.02% for all employee groups except faculty (still negotiating);
- Step/column and longevity included;
- Does not include SEIU classification study (still negotiating);
- Premium increases/decreases for health and welfare, assumes status quo employee contributions;
- Retiree health benefits consistent with new actuarial report;
- STRS/PERS increased rates;
- Utilities budget increased by 5%.

Mr. Legaspi reviewed the District Revenue Allocation Model distribution as follows:

- | | |
|---|--------------|
| • Full-Time Equivalent Students (FTES) | 17,191 |
| • Calculate State Funding | |
| • Apportionment, COLA, Lottery, Mandated Costs, | |
| • Other State Revenues | \$97,984,512 |
| • Fund District-wide Expenses | |
| • Contractual, Regulatory; Retiree Health Benefits,
Insurance, Utilities & Audit | \$ 9,409,426 |
| • Fund District Office @ 10.48% | \$ 8,502,224 |
| • Fund Maintenance & Operations @ 8.53% | \$ 6,920,226 |
| • Allocate Balance of Funds to Colleges Based on FTES | |
| • Chabot College @ 58.92% | \$41,961,631 |
| • Las Positas College @ 41.08% | \$29,775,332 |
| • Local Site Revenues to be Added | |

Mr. Legaspi reviewed the Tentative Budget for 2015-16 – Unrestricted General Fund, noting that the District has a “balanced budget”, and is living within its means.

Revenue	\$119,607,242
Expenditures	<u>\$113,767,290</u>
Net Increase in Fund Balance	\$ 5,839,925

Beginning Balance	\$ 11,763,316
Ending Balance	\$ 17,603,268

Mr. Legaspi also briefly reviewed the Restricted General Fund, Cafeteria Fund, Child Development Fund, Self-Insurance Fund (RUMBL), Measure B Capital Projects Fund, Capital Projects Fund, and Special Reserve Fund (Nike Project, COP) of the Tentative Budget for 2015-16.

Mr. Legaspi reported that the Child Development Fund still requires a subsidy of \$405,498 by the District. He noted that the issue of the two separate components of the Child Development Fund (lab school and fee for services) still needs to be resolved. He expressed that the two need to be separated; noting that the District will then know if the fee for service portion is self-supporting. If it is not, there would need to be augmentation from the General Fund. He reported that the Colleges will be presenting at an upcoming Board Meeting a proposal for separating those two components.

Mr. Legaspi reported that the Self-Insurance Fund (RUMBL) Expenditures of \$5.2 million is the cost of funding the Medical Benefits for District retirees. He reported that several years ago the District borrowed from this fund to maintain its 3% reserve. He reported that the District has reimbursed the fund and has an ending balance of \$4.2 million. He expressed that the District needs to grow the Self-Insurance (RUMBL) fund.

Mr. Legaspi reported that the Measure B Capital Projects Fund ending balance is \$63,955,162, which is 10% of the original amount. He reported that this fund will be substantially closed out in the next three years.

Mr. Legaspi reported that from the Special Reserve Fund (Nike Project, COP), the Board budgeted \$500,000 for each College to fund art projects. He reported that Las Positas College has not spent their share as of yet.

In closing, Mr. Legaspi reviewed the future opportunities and budget risks:

- Strengthening economy – ongoing funds;
- Plan for expenses charged to Measure B interest going back to General Fund;
- Sunset of Proposition 30;
- Enrollment Trends (borrowing from Summer);
- STRS/PERS Increases;
- Integrated Planning and Budget Model (Planning and Budget Committee);
- Putting monies away during “boom” years to withstand “bust” years.

In response to a question raised by Trustee Vecchiarelli regarding credit vs. non-credit apportionment, Mr. Legaspi highlighted the State Apportionment Funding Rates and the proposed State “Credit marginal funding rate” or “Enhanced Non-credit.” He noted that the District needs to look at classes that would qualify for the “Enhanced Non-credit. He reported that this has been available for two or three years, but the District has not taken advantage of it.

• Credit base funding rate per FTES	\$4,676
• Non-credit base funding rate per FTES	\$2,812
• Credit marginal funding rate per FTES	\$4,724
• Non-credit marginal funding rate per FTES	\$2,840

Trustee Mr. Vecchiarelli raised the issue of more efficient use of water, and questioned if the Colleges and District have access to the “purple pipes.” In response, Mr. Legaspi reported that as a District we are doing a good job with water conservation. He reported that Chabot College has a well and all landscaping and irrigation comes from that source. Las Positas College has the use of “purple pipes” from City of Livermore. He also reported that the District Office water is supplied from the San Ramon Valley Water District. He reported that the District does not use potable water for irrigation and landscaping. Further, he reported that our solar panels generate 3.2 MegaWatts in energy savings, which is equal to a savings of approximately \$750,000 to \$800,000 per year. He noted that the Board approved a grant recently for battery storage at Las Positas College, which will allow generated power to be stored and used when needed. He reported that the District is always looking at ways of saving energy.

Trustee Mr. Vecchiarelli expressed that he is still concerned about increasing revenue from the State, to which Mr. Legaspi reported that the biggest ticket items in terms of increasing revenue is Capital Gains. He noted that the “high tech industry is back.”

Trustee Dr. Mitzman questioned if Mr. Legaspi is recommending the approval of the Tentative Budget, to which Mr. Legaspi responded affirmatively.

Trustee Dr. Gin expressed appreciation to Mr. Legaspi for the “clarity” of his presentation.

Trustee Dr. Cedillo questioned if there were examples of other colleges that are not meeting FTES targets. In response, Mr. Legaspi reported that many community colleges in Southern California are meeting FTES targets, but not in Northern California.

PRESIDENTS OF CHABOT AND LAS POSITAS COLLEGES FACULTY SENATES

Ms. Laurie Dockter, President, Chabot College Faculty Senate, reported that she recently attended an Academic Senate Statewide Leadership Conference and was impressed with the amount of involvement at all levels. She obtained a lot of useful and informative information.

The Las Positas College Faculty Senate had no representation at this meeting.

PRESIDENTS OF CHABOT AND LAS POSITAS COLLEGES AND DISTRICT CLASSIFIED SENATES

Mr. Gordon Watt, President, Chabot College Classified Senate, reported that the Chabot College Senate and S.E.I.U. co-sponsored Classified Appreciation Week activities, with a breakfast, barbecue and ice cream social (sponsored by Dr. Sperling). He also reported

that the Senate has two new senators, Ms. Rozen Bondoc and Mr. Steve Lowery. In addition, Ms. Debra Kling will assume the duties of Treasurer replacing retiring Rosie Mogle. Further, he introduced the Incoming President of the Chabot College Classified Senate, Ms. Noell Adams.

District Classified Senate had no representation at this meeting.

PRESIDENT OF STUDENT SENATE OF CHABOT AND PRESIDENT OF ASSOCIATED STUDENTS OF LAS POSITAS COLLEGES

The Student Senate of Chabot College had no representation at this meeting.

The Associated Students of Las Positas College had no representation at this meeting.

ADOPTION OF RESOLUTION NO. 13-1415 – APPROPRIATIONS LIMIT FOR 2015-2016 (GANN LIMIT) (Agenda Item 5.9)

Motion No. 2

Trustee Dr. Gin made a motion, seconded by Trustee Mr. Macedo, to adopt Resolution No. 13-1415 – Appropriations Limit for 2015-2016 in the amount of \$128,721,924.

Motion carried by the following roll-call vote:

AYES:	Cedillo, Dvorsky, Gelles, Gin, Macedo, Mitzman, Vecchiarelli
NOES:	None
ABSTENTIONS:	None
ABSENT:	None

ADOPTION OF RESOLUTION NO. 14-1415 – AUTHORIZATION TO SUBMIT THE FIVE-YEAR CONSTRUCTION PLAN (2017-2021) TO THE CALIFORNIA COMMUNITY COLLEGES CHANCELLOR’S OFFICE AND REQUEST FOR STATE FUNDS FOR CAPITAL OUTLAY PROJECTS (Agenda Item 6.5)

Motion No. 3

Trustee Mrs. Dvorsky made a motion, seconded by Trustee Dr. Gin, to adopt Resolution No. 14-1415 – authorizing the District’s submittal of the Five-Year Construction Plan (2017–2021) to the California Community Colleges Chancellor’s Office before July 1, 2015 and Request for State Funds for Capital Outlay Projects.

Motion carried by the following roll-call vote:

AYES: Cedillo, Dvorsky, Gelles, Gin, Macedo, Mitzman, Vecchiarelli
NOES: None
ABSTENTIONS: None
ABSENT: None

INFORMATIONAL PERSONNEL REPORT (Agenda Item 8.1)

The Board accepted without discussion the Informational Personnel Report.

ACCEPTANCE OF QUARTERLY FINANCIAL STATUS REPORT, CCFS-311Q, FOR THE PERIOD ENDING MARCH 31, 2015 (Agenda Item 8.2)

The Board accepted without discussion the Quarterly Financial Status Report, CCFS-311Q, for the Period Ending March 31, 2015.

ACCEPTANCE OF CHABOT COLLEGE AND LAS POSITAS COLLEGE ACCREDITATION REPORTS – PRELIMINARY DRAFTS (Agenda Item 8.3)

The Board accepted the Preliminary Drafts of the Chabot College and Las Positas College Accreditation Reports. Trustee Mr. Gelles expressed appreciation to both Colleges for their Accreditation Reports.

FIRST READING: GOVERNING BOARD POLICIES – CHAPTER 7000: HUMAN RESOURCES (Agenda Item 8.4)

The Board accepted without discussion the First Reading of the following Governing Board Policies – Chapter 7000: Human Resources:

BP 7210	Academic Employees (Faculty Members)
BP 7240	Confidential Employees
BP 7330	Communicable Disease
BP 7335	Health Examinations
BP 7337	Fingerprinting
BP 7340	Leaves
BP 7341	Professional Development Leave (Administrative)
BP 7342	Holidays
BP 7345	Catastrophic Leave Program for Unrepresented Employees
BP 7346	Employees Called to Military Duty
BP 7347	Family Medical Leave
BP 7350	Resignations

BP 7370	Political Activity
BP 7381	Health and Welfare Benefits
BP 7385	Salary Deductions
BP 7400	Travel

**FIRST READING: ADMINISTRATIVE PROCEDURES – CHAPTER 3000:
GENERAL INSTITUTION (Agenda Item 8.5)**

The Board accepted without discussion the First Reading of the following Administrative Procedures – Chapter 3000: General Institution:

AP 3520	Local Law Enforcement
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**FIRST READING: ADMINISTRATIVE PROCEDURES – CHAPTER 7000:
HUMAN RESOURCES (Agenda Item 8.6)**

The Board accepted without discussion the First Reading of the following Administrative Procedures – Chapter 7000: Human Resources:

AP 7125	Verification of Eligibility for Employment
AP 7126	Applicant Background Checks
AP 7145	Personnel Files
AP 7215	Academic Employees: Probationary Contract Faculty
AP 7233	Claims for Work Out of Classification
AP 7337	Fingerprinting
AP 7340	Leaves
AP 7341	Professional Development Leave (Administrative)
AP 7343	Industrial Accident and Illness Leave
AP 7345	Catastrophic Leave Program for Unrepresented Employees
AP 7346	Employees Called to Military Duty
AP 7370	Political Activity
AP 7371	Personal Use of Public Resources
AP 7400	Travel
AP 7500	Volunteers

PRESIDENTS OF CHABOT AND LAS POSITAS COLLEGES

Dr. Susan Sperling, President of Chabot College, expressed appreciation to Faculty and Staff that worked countless hours on the Accreditation Self-Study Report, and especially recognized Mr. Jim Matthews, Accreditation Liaison Officer; Vice President Dr. Stacy Thompson; and Shared Governance representatives Mr. Gordon Watt and Ms. Laurie Dockter. She noted that the Report was an “all-around” collective effort. Dr. Sperling

reported on the efforts the College, with the expertise of Dr. Stacy Thompson, has taken to ensure it hits its enrollment targets. She reported that enrollments look strong. She shared copies of “high tech” poster advertisements that will be posted at three different shopping malls – Southland, Hayward; Bayfair, San Leandro; and New Park, Newark. She also reported that the College is sponsoring Summer Open Houses every Thursday beginning June 4 (except July 2). She reported that with the closure of Corinthian Colleges, the College is sponsoring “focused sessions” for Corinthian students; and she is working directly with the President of Heald College, Mr. Doug Hartog on mutual assistance.

Dr. Barry Russell, President of Las Positas College, provided a written report “Las Positas Connection.” He reported that Las Positas College was presented by Livermore Unified School District with the Partner in Education Award, as well as a Commendation from Assembly Woman Kathleen Baker. Dr. Russell recognized the efforts of Faculty and Staff on the Accreditation Self-Study Report, noting that this project “really pulled the campus together.” He especially recognized the work of Ms. Elena Cole, Accreditation Liaison Officer, several Interim Vice Presidents of Academic Services, and support staff. He reported that the College is working with the Visiting Team Members in preparation of their site visit in October, i.e. securing housing.

CHANCELLOR REPORT

Chancellor Jackson reported that the Colleges and District are very focused regarding its numbers and increasing the presence of students on the campuses; and are open to any and all suggestions. She reported that an Enrollment Management Workshop was held on June 8 for managers, with 30 managers from both Colleges and the District participating. Vice Chancellors Esposito-Noy and Legaspi, along with Dr. Wise Allen, facilitated a series of activities focusing on enrollment management strategies to improve student recruitment and retention. The session included a review of the Student Support (Re)defined study done in 2014, and small group discussions on effective ways to address enrollment management issues, as well as effective strategies that the Colleges have implemented that may contribute to a 42% increase in enrollments District-wide compared to this same time last year.

TRUSTEE REPORTS AND/OR OFFICIAL COMMUNICATIONS

Student Trustee Ms. Quincy Taylor reported that the Student Senate is working diligently over the Summer and has approved a budget. She was pleased to report that co-curricular funding for students has been increased from \$75,000 to \$90,000. In addition, she reported that students are as concerned about enrollments and will work to promote increased enrollment. She reported that there is an open invitation to the Board and public to a “Summer Fun” Day on July 7 to promote Chabot College, including a barbecue and they hope to have the pool open.

Student Trustee Ms. Nancy Kang reported that ASLPC Officers met at a Retreat and are planning for next Semester. She reported that 239 students (579 hours) were served during the recent two-day “Prep to Pass” event. She reported that she enjoyed assisting at Graduation. She reported that the Math Jam will be held in August, and ASLPC provided funding for food for tutors and students. She also reported that ASLPC donated funds for the Psychology Counselors in the Health Center to fund Summer hours. At the request of Trustee Dr. Gin, Student Trustee Kang introduced her mom, who arrived in America for a visit on June 2.

Trustee Dr. Cedillo expressed appreciation to the Colleges for Commencement Ceremonies and apologized for not being able to attend.

Trustee Dr. Gin expressed appreciation to the Colleges’ Accreditation Teams; expressing “job well done!” He noted that he enjoyed reading both Self-Evaluation Reports. He suggested the possibility of hanging the Chabot College banners that were shared by Dr. Sperling on light poles outside of the campus; and would also suggest banners at Las Positas College.

Trustee Dr. Mitzman welcomed the two new Student Trustees, Ms. Taylor and Ms. Kang. He echoed Dr. Gin’s positive comments on the Colleges’ Self-Evaluation Reports. He reported that he spent more time in the month of May with Dr. Sperling, Dr. Jackson, Vice Presidents and Faculty than with his family, spending 27 of 31 days on the College campuses. He expressed appreciation that everyone made him feel welcome.

Trustee Mrs. Dvorsky recognized the work that went into the Colleges’ Accreditation Reports. She also acknowledged the Colleges for hosting the many End-of-Year events and welcoming the Board Members to the campuses.

Trustee Mr. Vecchiarelli congratulated Vice Chancellor Legaspi on the budget and recognized the Colleges for the Accreditation Reports.

Trustee Mr. Macedo expressed his enjoyment attending the graduation ceremonies, as well as the Nurses’ Pinning Ceremony. He expressed that the junior college that he graduated from was not the graduation of our two community colleges. He also reported that he attended a recent drama presentation at Las Positas College and was impressed with the professionalism of staff and students.

Trustee Mr. Gelles reported that he enjoys seeing and reading advertisements and articles about our colleges in the local newspapers; and would like to see more.

ADJOURNMENT

Motion No. 4

Trustee Mrs. Dvorsky made a motion, seconded by Trustee Dr. Gin, to adjourn the meeting at 8:15 p.m.

Motion carried unanimously, 7-0.

NEXT MEETING

The next Meeting of the Board is a Regular Meeting scheduled for July 21, 2015 at the District Office.

Minutes prepared by:

Beverly Bailey
Recording Secretary

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