

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

**MINUTES
December 8, 2015**

PLACE

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

CALL TO ORDER

The regular meeting was called to order at 7:00 p.m. by Trustee Mr. Vecchiarelli. Recording Secretary Beverly Bailey called the roll. Trustees Dr. Cedillo and Dr. Mitzman were absent and excused at the time of roll.

ATTENDANCE

Members Present:	Trustee Mrs. Isobel F. Dvorsky 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:	Trustee Dr. Arnulfo Cedillo (Excused) Trustee Dr. Marshall Mitzman (Excused)
Recording Secretary:	Mrs. Beverly Bailey
Managers Present:	Dr. Jannett N. Jackson, Chancellor Dr. Susan Sperling, Chabot College Dr. Barry Russell, President, Las Positas College Ms. Lori Benetti Ms. Roanna Bennie Mr. David Betts Mr. Walter Blevins Ms. Julia Dozier Mr. Wyman Fong Mr. Doug Horner

Dr. Matthew Kritscher
Ms. Victoria Lamica
Mr. Lorenzo Legaspi
Ms. Jeannine Methe
Ms. Barbara Morrissey
Dr. Celia Esposito-Noy
Ms. Guisselle Nunez
Ms. Diana Rodriguez
Dr. Stacy Thompson
Dr. Carla Walter
Ms. Barbara Yesnosky

Others Present:

Ms. Noell Adams, President, Chabot College Classified
Senate
Mr. Lawrence Aguiar, Las Positas College
Mr. Charles Bomar
Mr. William Eddy, President, Las Positas College Classified
Senate
Ms. Regina Angelene H. Gonzales, Chabot College Medical
Brigades
Mr. Kerry Karter, Las Positas College
Ms. Melissa Korber, President, Las Positas College
Academic Senate
Dr. Charlotte Lofft, President, Chabot-Las Positas Faculty
Association
Mr. Sean Prather, Las Positas College
Ms. Danesha Simon
Mr. Geoffrey Smyth, Las Positas College
Ms. Rachel Ugale, District Services, District Classified
Senate

PUBLIC COMMENTS

Ms. Regina Angelene Gonzales spoke to the Board regarding the Chabot College Medical Brigades and its upcoming medical mission to Honduras. She shared what this opportunity means to her; expressing that this trip is her chance to do something great to help the less fortunate people of Honduras. She expressed appreciation to Mr. Wyman Fong and Trustee Dr. Marshall Mitzman for their contributions towards the previous trip.

Mr. Geoffrey C. Smyth, Las Positas Faculty Emeritus, expressed his support for colleagues in the important sensitive issue occurring in the Kinesiology Department at Las Positas College. He expressed that this issue is affecting students and staff.

Mr. Lawrence Aguiar and Mr. Kerry Karter, Las Positas College Faculty, Kinesiology Department, expressed their concerns regarding the department's unfair operations.

Mr. Aguiar requested a meeting with the Chancellor; and reported that he will visit every Board meeting until issues within the department are resolved. He questioned if at the last Board Meeting the Board directed the Chancellor to investigate this issue? Mr. Aguiar expressed his dedication and commitment to the College, and noted that he would not speak badly or bitterly of the College and District.

In response to Mr. Aguiar's inquiry, Trustee Vecchiarelli reported that by law, the Board is not allowed to respond to Public Comments. In response to a request by Trustee Vecchiarelli, Chancellor Jackson reported that she would speak to this issue in her report.

CONSENT CALENDAR

Student Trustee Ms. Taylor requested that agenda item 4.1 (Approval to Travel Abroad – Chabot Medical Brigades Medical Mission to Tegucigalpa, Honduras, Chabot College) be pulled.

Motion No. 2

Trustee Mr. Gelles made a motion, seconded by Trustee Dr. Gin, to approve the Consent Calendar with the exception of agenda item 4.1.

Motion carried unanimously, 5-0, with Trustees Dr. Cedillo and Dr. Mitzman absent.

The following items were approved on the consent calendar:

General Functions

1.4 Approval of Minutes of November 17, 2015 Meeting

Personnel

- 3.1 Classified Personnel
- 3.2 Faculty Personnel
- 3.3 Management Personnel

Educational Services

- 4.2 Acceptance of a Grant Sub-Agreement between Solano Community College District and Chabot College
- 4.3 Approval of Amendment to the Participation Agreement – HealthStream, Inc., Chabot College
- 4.4 Authorization to Submit the Chabot College and Las Positas College Student Equity Plans (2015-16) to the California Community Colleges Chancellor’s Office

Business Services

- 5.1 Approval of Commercial Warrant Registers
- 5.2 Approval of Payroll Warrant Registers
- 5.3 Approval of Award of a Piggyback Contract for Desktop Computer Equipment for Las Positas College using the State of California WSCA-NASPO Cooperative Purchasing Program (Measure B Bond Funds)
- 5.4 Approval of Award to Syserco, Inc. for EMS Lighting Panel Replacement for Chabot College and Las Positas College (Schedule Maintenance Funds)
- 5.5 Approval of Amendment to Agreement - City of Hayward for Campus Security Services, Chabot College

Facilities Planning and Development

- 6.1 Approval of Award of Bid No. 16-02, Library Elevator & Interiors, Building 100, Chabot College (Measure B Bond Funds)
- 6.2 Approval of Award of Bid No. 16-03, Campus Master Sign Program, Chabot College (Measure B Bond Funds)

Economic Development/Contract Education

- 7.1 Approval to Receive Funds – Mid-Alameda County Consortium, District-Economic Development, Chabot College, Las Positas College
- 7.2 Acceptance of Grant Agreement No. 15-0050 – California Community Colleges Chancellor’s Office, District-Economic Development
- 7.3 Acceptance of Memorandum of Understanding – United Way of the Bay Area, District-Economic Development, Tri-Valley One-Stop Career Center

PRESENTATION: FINANCIAL AUDIT REPORT 2014-15

Mr. Legaspi introduced Ms. Tina Treis, Auditors representing Crowe Horwath, LLP. He reported that the Education Code requires a Financial Audit on an annual basis of the General Fund and Measure B. He reported that the Audit Subcommittee met prior to the Board Meeting and reviewed the Audit Report in detail. Ms. Treis will now present a brief summary of the Report.

Ms. Tina Treis, Auditor representing Crowe Horwath, LLP, reported that it is the Auditors responsibility to form and express an opinion about whether the financial statements that have been prepared by management are presented fairly, in all material respects, in conformity with accounting principles generally accepted in the United States of America. Ms. Treis reported that the Financial Audit Report consists of three basic components: Financial Audit in accordance with Government Auditing Standards, State Compliance, and Federal Compliance. She reported that there were no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards. She reported that in their opinion, the financial statements referred to present fairly, in all material respects, the respective financial position of the business-type activities and the fiduciary activities of the Chabot-Las Positas Community College District, as of June 30, 2015 (unmodified opinion). She reported that there was one (1) recommendation in internal control, which was discussed with Management and the Audit Subcommittee. This was a prior year repeat finding, which has been resolved. She reported that last year, there were three (3) findings. She reported that there are new guidelines coming out in 2017-18.

Ms. Treis recognized the District Staff for their hard work in assisting the Auditors in their work.

PRESIDENTS OF CHABOT AND LAS POSITAS COLLEGES FACULTY SENATES

Ms. Melissa Korber, President, Las Positas College Faculty Senate, reported that the Faculty Senate will hold its last meeting of the year tomorrow. She reported that the Senate is beginning to put together faculty hiring committees and looks forward to filling the many open positions. She also reported on the Scholarship Challenge, which challenges the divisions; with the division contributing the most to receive a scholarship in its name. She also thanked Administrators for the lovely staff breakfast this morning. Further, she reported that the Child Development Center is holding a silent auction.

Chabot College Faculty Senate had no representation at this meeting.

PRESIDENTS OF CHABOT AND LAS POSITAS COLLEGES AND DISTRICT CLASSIFIED SENATES

Mr. William Eddy, President, Las Positas College Classified Senate, expressed appreciation to the Las Positas College Management for the Holiday Breakfast this morning. He reported that the Classified Senate will hold its Holiday Party on December 18. Further, he expressed appreciation to the Board and Administration for approving the Classified hiring on this agenda.

Ms. Noell Adams, President, Chabot College Classified Senate, reported that the Classified Senate has set aside \$200 for the Chabot College Veterans' Program Toys for Tots Drive. She also reported that the Classified Hiring Prioritization Process was presented at the last Council Meeting. At the last Senate Meeting of the year on Friday, December 18, the Chair of the Planning Review and Budget Council, Ms. Deonne Kunkel, will present the Committee's synthesis statement to assist in their review of the requests that have been presented for Classified Professionals.

Ms. Rachel Ugale, District Classified Senate, reported that the District Classified Holiday Party will be held on Thursday, December 17. She wished Dr. Celia Esposito-Noy well in her new endeavor.

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

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

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

GOOD OF THE ORDER

Dr. Charlotte Lofft reported that the Faculty Association newsletter has been placed in each Board Member's folder.

APPROVAL TO TRAVEL ABROAD – CHABOT MEDICAL BRIGADES MEDICAL MISSION TO TEGUCIGALPA, HONDURAS, CHABOT COLLEGE (Agenda Item 4.1)

Student Trustee Taylor reported that she requested this agenda item be pulled from the consent calendar to request a change in the beginning date of the Mission to January 4 in lieu of January 5, 2016. Dr. Esposito-Noy reported that this change would be appropriate.

Motion No. 3

Trustee Mr. Macedo made a motion, seconded by Trustee Dr. Gin, to approve the Travel Abroad for the Chabot Medical Brigades Medical Mission to Tegucigalpa, Honduras for the period of January 4, 2016 through January 11, 2016. It is further recommended that the Board authorize the Vice Chancellor, Business Services, to execute the appropriate documents pertaining to this event on behalf of the District.

Motion carried unanimously, 5-0, with Trustees Dr. Cedillo and Dr. Mitzman absent.

INFORMATIONAL PERSONNEL REPORT (Agenda Item 8.1)

The Board accepted the Informational Personnel Report without discussion.

ACCEPTANCE OF 2014-15 ANNUAL DISTANCE EDUCATION REPORT, CHABOT COLLEGE (Agenda Item 8.2)

The Board accepted the 2014-15 Annual Distance Education Report, Chabot College without discussion.

ACCEPTANCE OF 2014-15 ANNUAL DISTANCE EDUCATION REPORT, LAS POSITAS COLLEGE (Agenda Item 8.3)

The Board accepted the 2014-15 Annual Distance Education Report, Las Positas College without discussion.

PRESIDENTS OF CHABOT AND LAS POSITAS COLLEGES

Dr. Susan Sperling, President of Chabot College, provided a written President's Report to the Board. She congratulated Dr. Esposito-Noy on her appointment as Superintendent/President at Solano Community College District; and Trustee Vecchiarelli on his appointment as Board President. She reported that on December 4 the Hayward Great Debate organized by the Chabot College Forensics Department and City of Hayward, was held at Hayward City Hall; a conference on this year's topic of "Poverty." She reported that one of the most highly-attended sessions was "A Conversation with Congressman Eric Swalwell", a discussion of issues ranging from education, federal support, equity, to health care. She recognized Chabot College Forensics students and Faculty for their participation in The Main Event: a debate on the minimum wage. She reported that Chabot College Office of Development Director Dr. Maria Ochoa, Chabot Ethnic Studies Faculty Mark Salinas, and District Director for the Office of Senator Bob Wieckowski, Mr. Rocky Fernandez, served as the Responding Panel for The Main Event. Dr. Sperling also reported that in late November, the Chicano Latino Education Association (CLEA) held Raza College Day for nearly 200 Chabot and high school students, parents and community members to come and learn what Chabot College has to offer. The keynote speaker was Richard Santana, who gave a great speech on the importance of higher education and encouraging students to take the opportunities provided them. Further, Dr. Sperling reported that the scheduled Grand Opening of the Chabot College Veterans' Resource Center of January 28, 2016 may need to be "pushed back" to accommodate a "special invitee."

Dr. Barry Russell, President of Las Positas College, provided a written report to the Board "Las Positas Connection." He reported on the Staff Breakfast held this morning, noting that it was especially highlighted by the children from the Child Development Center joining at the end of the event to "clean up what was left." He also congratulated Dr. Esposito-Noy on her new position.

CHANCELLOR REPORT

Chancellor Jackson reported that at the last Board Meeting, which was held at Chabot College, there were Public Comments made regarding an issue in the Kinesiology Department at Las Positas College. Trustee Dr. Cedillo requested that a status report be provided to the Board. She reported that she met with President Russell and he has a plan to address this issue but they have not had sufficient time to meet. At the January Board Meeting, she will ask President Russell for his plan to resolve this issue.

Chancellor Jackson expressed appreciation to District and College Staff for their work with the Auditors. She reported that since she has been with the District the past two years, it has had an "Unqualified Audit." She reported that all recommendations have been addressed. She also reported that the Annual Report is now completed, and copies are available. She expressed appreciation to Dr. Maria Ochoa for obtaining permission to print the picture of Tom Hanks on the cover.

In closing, Chancellor Jackson presented a short video excerpt of the interview of Ms. Dyan Miller, Department Dean and Director of Athletics, with Dr. "B" George Baljevich, "Let's Talk Sports" on Channel 30. She reported that Ms. Miller is the President of the California Community College Athletics Directors Association. In addition, she has been instrumental in securing some of the finals championships to be held at Las Positas College.

TRUSTEE REPORTS AND/OR OFFICIAL COMMUNICATIONS

All Trustees extended their congratulations and well wishes to Dr. Esposito-Noy on her new appointment.

Trustee Mr. Macedo reported that he was pleased to attend the Las Positas College Holiday Breakfast this morning.

Trustee Mr. Gelles expressed appreciation to all for their support extended to him this past year as Board President.

Student Trustee Ms. Nancy Kang reported on the “Prep 2 Pass” Tutoring event December 8 and 9 in preparation of Finals Week. She asked the Board for its support for more Tutors.

Student Trustee Ms. Taylor reported that Student Government recently met and agreed to support the opening of the Veterans’ Resource Center and would like to co-sponsor the event. In addition, students offered input on the school signage project. She also reported that the Senate approved \$35,000 for co-curricular accounts. She reported that Student Senate will host a banquet on December 9 from 2:00 to 5:00 p.m. in the Cafeteria. A secondary event will also be held at the same time to create awareness of student hunger. This event will be a canned food collection to assist Student Government in launching a pilot program for a food pantry at Chabot College. She also reported that students are excited about and appreciative of Special Programs’ donation of “finals packets”, which included scantrons, pencils, snacks, etc. She reported that the Student Senate has been working on restructuring and updating their Bylaws. She expressed appreciation to Mr. Walter Blevins for his support in the renovations of Room 2302 for the Advocacy Office, which will hold its Grand Opening on January 26, 2016. She expressed appreciation to the Colleges for the Student Equity Plans, noting the disparity between city-wide and school-wide populations. She also reported that she will attempt to bring back the referendum on transportation from AC Transit. Further, she reported that she is reaching out to obtain additional training for herself to assist in her ability to represent students.

Trustee Mr. Vecchiarelli shared a short video excerpt featuring an interview of Chancellor Jackson with Dr. Marshall Kamena “The Ed Zone” on Channel 30. Trustee Vecchiarelli reported that these opportunities are available and stressing the District’s need for promoting itself. He noted that the new Public Relations, Marketing and Government Relations Director, Ms. Guisselle Nunez, will help with promoting the Colleges’ programs.

ADJOURNMENT

Motion No. 4

Trustee Dr. Gin made a motion, seconded by Trustee Mrs. Dvorsky, to adjourn the Regular Meeting at 7:51 p.m.

Motion carried unanimously, 5-0, with Trustees Dr. Cedillo and Dr. Mitzman absent.

NEXT MEETING

The next Meeting of the Board is scheduled for January 19, 2016 at the District Office.

Minutes prepared by:

Beverly Bailey
Recording Secretary

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