

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

**MINUTES  
December 6, 2016**

**PLACE**

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

**CALL TO ORDER**

In the absence of newly elected Board President Dr. Gin, the regular meeting was called to order at 7:00 p.m. by Acting Board President Mr. Gelles. Recording Secretary Beverly Bailey called the roll. Trustees Dr. Gin and Dr. Mitzman were absent and excused at the time of roll. Student Trustee Mr. David Truelove was absent.

**ATTENDANCE**

**Members Present:**

Trustee Dr. Arnulfo Cedillo  
Trustee Mrs. Isobel F. Dvorsky  
Trustee Mr. Donald L. "Dobie" Gelles  
Trustee Mr. Edralin J. "Ed" Maduli  
Trustee Mr. Carlo Vecchiarelli  
Student Trustee Ms."Z" Dogar

**Members Absent:**

Trustee Dr. Hal G. Gin (Excused)  
Trustee Dr. Marshall Mitzman (Excused)  
Student Trustee Mr. David Truelove

**Recording Secretary:**

Mrs. Beverly Bailey

**Managers Present:**

Dr. Jannett N. Jackson, Chancellor  
Dr. Stacy Thompson, For President Sperling, Chabot College  
Dr. Barry Russell, President, Las Positas College  
Mr. Ken Agustin  
Ms. Roanna Bennie  
Mr. David Betts  
Mr. Walter Blevins  
Ms. Diane Brady  
Mr. Wyman Fong

Mr. Doug Horner  
Ms. Krista Johns  
Dr. Matthew Kritscher  
Ms. Victoria Lamica  
Mr. Lorenzo Legaspi  
Ms. Jeannine Methe  
Ms. Guisselle Nunez  
Dr. Carla Walter  
Ms. Barbara Yesnosky

Others Present:

Ms. Noell Adams, President, Chabot College Classified  
Senate  
Ms. Dori Campbell, District Services  
Ms. Ellen Corbett  
Ms. Laurie Dockter, President, Chabot College Academic  
Senate  
Mr. Douglas Den Hartog, Sr., Hayward Community  
Ms. Melissa Korber, President, Las Positas College  
Academic Senate  
Dr. Charlotte Lofft, President, Chabot-Las Positas Faculty  
Association  
Rev. Adam Lopez III, Pastor Union City Apostolic Church  
Mr. David Maduli  
Mr. Joshua Moore, Las Positas College  
Ms. Cyril Nuval  
Mr. Eric Paneda, President, Associated Students of Las  
Positas College  
Mr. Sean Prather, Las Positas College  
Mr. Todd Steffan, Las Positas College Classified Senate  
Ms. Tina Treis, Crowe Horwath, LLP  
Ms. Rachel Ugale, District Services, District Classified  
Senate

**PUBLIC COMMENTS**

There were no Comments offered at this time.

## **CONSENT CALENDAR**

### Motion No. 1

Trustee Mrs. Dvorsky made a motion, seconded by Trustee Dr. Cedillo, to approve the Consent Calendar as submitted.

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

The following items were approved on the consent calendar:

#### General Functions

- 1.4 Approval of Minutes of November 15, 2016 Meeting

#### Personnel

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

#### Educational Services

- 4.1 Acceptance of a Grant Sub-Agreement between Solano Community College District (SCCD) and Chabot-Las Positas Community College District in Support of the “Faculty Entrepreneurship Champion Mini-Grant Project” (SCCD Award No.: 16-151-010), Chabot College
- 4.2 Approval of a Memorandum of Understanding (MOU) between Southwest Bay Region Small Business Sector Initiative at Cabrillo College and Chabot-Las Positas Community College District in Support of the Faculty Entrepreneurship Champion Mini-Grant Project, Chabot College
- 4.3 Approval of Agreement – Alameda Health System for the Nursing, Emergency Medical Technician and other Allied Health Programs, Chabot College
- 4.4 Approval of Agreement between Chabot Las-Positas Community College District and University of the Pacific, Arthur Dugoni School of Dentistry Union City Dental Care Center for the Dental Hygiene Program, Chabot College

#### Business Services

- 5.1 Approval of Commercial Warrant Registers
- 5.2 Approval of the Memorandum of Understanding (MOU) - City of Hayward for use of Campus Facility as Temporary Emergency Shelter, Chabot College
- 5.3 Approval of the Memorandum of Understanding (MOU) –American Red Cross for use of Campus Facility as Temporary Emergency Shelter, Chabot College

Facilities Planning and Development

- 6.1 Approval of Award of a Piggyback Contract for Furniture and Equipment for Chabot College, Building 2300-Health Resource Center using the CollegeBuys Purchasing Program (Measure B Bond Funds)

Economic Development/Contract Education

- 7.1 Approval to Renew Memorandum of Understanding (MOU) – Safety Center, Incorporated, District-Economic Development, OSHA

Other Action

- 9.1 Adoption of Revised Governing Board Policy 3250 – General Institution: Institutional Planning Training Center

**PRESENTATION: FINANCIAL AUDIT REPORT 2015-16**

Trustee Mr. Gelles reported that the Audit Subcommittee met prior to the Board Meeting and reviewed the Audit Report in detail.

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.

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, 2016 (unmodified opinion). She reported that there was one (1) finding from last year that had been corrected and one minor finding that did not modify the opinion although it has to be included. It had an impact of .13 FTES.

She reported that a Performance Audit and a Financial Audit in relation to Proposition 39 Measure B were conducted and no findings were found.

## **GOOD OF THE ORDER**

Trustee Mr. Gelles shared a flyer for an upcoming Las Positas College Performing Arts Holiday Concert, “Wassail.” He reported that a constituent approached him and wanted to encourage Trustees, Faculty and Staff, as well as community members to attend the wonderful presentations available at the Colleges.

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

Ms. Laurie Dockter, President, Chabot College Faculty Senate, reported that the Faculty Senate continues to work on the Faculty Prioritization needs. She expressed the Senate’s concern with Board Policy 3250 – General Institution: Institutional Planning (agenda item 9.1); noting that the Senate had hoped for more input. She reported that she is a member of the Planning, Review and Budget Council (PRBC) and they are working on the Budget Allocation Model (BAM) review.

Ms. Melissa Korber, President, Las Positas College Faculty Senate, also expressed the Las Positas College Faculty Senate’s concern with Board Policy 3250. She reported that the Faculty Senate’s concern is that it did not go through the Shared Governance Process. She reported that this policy involves Program Review and Planning. She reported that the Senate endorses Vericite as the plagiarism detection tool with Canvas. She reported that she and other Faculty will start teaching using Canvas in lieu of Blackboard next semester. She reported that the Senate is working on a couple of resolutions: 1) Diversity and inclusion; and 2) Processes and honoring existing processes, specifically CalWorks Coordinator. She further reported that the next meeting of the Senate will be held next week to hopefully approve the College’s Follow-up Accreditation Report.

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

Mr. Todd Steffan, Las Positas College Classified Senate, provided a written report to the Board. He congratulated Trustees Maduli, Cedillo, Mitzman and Vecchiarelli on their election and re-elections. He noted that in working with Veterans he has come to understand and appreciate the significance and importance of the “swearing in” process.

Ms. Noell Adams, President, Chabot College Classified Senate, reported on the upcoming Senate “Annual Winter Social” for Classified Professionals. She also reported that the College continues to work on its revision of the Shared Governance Process with a goal of completing the document in January 2017. The Institutional Effectiveness Partnership Initiative (IEPI) work group has developed a second draft of the Governance Structure and

continues to get feedback from the campus community. She reported that the Classified Leadership Institute for Professionals (CLIP) Program will meet December 8, 2016 with a Presentation by Mr. Jim Wilson of the Statewide Academic Senate, entitled “Building Consensus.”

Ms. Rachel Ugale, District Classified Senate, expressed appreciation to Past Trustee Mr. Macedo for his service. She welcomed Trustee Ed Maduli and congratulated re-elected Trustees Dr. Cedillo, Mr. Vecchiarelli, and Dr. Mitzman.

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

Ms. Allison Diep, Student Senate of Chabot College (SSCC), reported that the Student Senate completed the second reading of their Bylaws. She reported that the Bylaws will now be sent to the Faculty Senate for approval.

Mr. Eric Paneda, President, Associated Students of Las Positas College, reported that the Senate launched its governance “application,” ASLPC. The “app” allows students to find events and schedules. He also reported that the Senate is proposing to change its name to Las Positas College Student Government (LPCSG) in lieu of Associated Students of Las Positas College (ASLPC).

**ADOPTION OF RESOLUTION NO. 06-1617 – AUTHORIZING THE ELECTION TO INCREASE RETENTION FOR THE ARCADE VOLUNTARY SEISMIC UPGRADE PROJECT AT CHABOT COLLEGE, IN ACCORDANCE WITH PUBLIC CONTRACT CODE SECTION 7201 (Agenda Item 6.2)**

Motion No. 2

Trustee Mrs. Dvorsky made a motion, seconded by Trustee Dr. Cedillo, to adopt the proposed Resolution No. 06-1617— Authorizing the Election to Increase Retention for the Arcade Voluntary Seismic Upgrade Project at Chabot College, in accordance with Public Contract Code Section 7201.

Motion carried by the following roll call vote:

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

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

The Board accepted the Informational Personnel Report without discussion.

### **REPORT OF EDITS TO GOVERNING BOARD POLICIES (Agenda Item 8.2)**

The Board accepted the edits to the following Governing Board Policies without discussion:

BP 3410	General Institution: Nondiscrimination
BP 3430	General Institution: Prohibition of Harassment
BP 4225	Academic Affairs: Course Repetition
BP 5140	Student Services: Disabled Student Programs and Services
BP 6300	Business and Fiscal Affairs: Fiscal Management
BP 6340	Business and Fiscal Affairs: Bids and Contracts
BP 7120	Human Resources: Recruitment and Selection
BP 7310	Human Resources: Nepotism
BP 7360	Human Resources: Discipline and Dismissal – Academic Employees
BP 7600	Human Resources: Security Officers

### **ACCEPTANCE OF QUARTERLY FINANCIAL STATUS REPORT (CCFS-311Q) FOR THE QUARTER ENDING SEPTEMBER 30, 2016 (Agenda Item 8.3)**

The Board accepted the Quarterly Financial Status Report (CCFS-311Q) for the Quarter Ending September 30, 2016 without discussion.

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

On behalf of President Sperling, Dr. Stacy Thompson provided a written President's Report to the Board. She congratulated newly elected Board Member Mr. Ed Maduli and re-elected Board Members Dr. Cedillo, Mr. Vecchiarelli, and Dr. Mitzman.

Dr. Barry Russell, President of Las Positas College, provided a written report to the Board "Las Positas Connection." He also congratulated elected and re-elected Board Members. He noted that he has submitted a report to the Board in response to the concerns expressed at the last Board Meeting on the CalWorks Program at Las Positas College.

### **CHANCELLOR REPORT**

Chancellor Jackson noted a "Save the Date" flyer for the Chancellor's Award Luncheon on Friday, March 31, 2017, with further details regarding the location to be announced. Chancellor Jackson reported that the Public Relations, Marketing and Governmental

Relations Director, Ms. Guisselle Nunez, is working with the Colleges to develop a Marketing Plan. The goal is to hear directly from students on their concerns as well as why they chose our community colleges. She reported that Ms. Nunez has held two focus groups on the campuses; with one more scheduled for tomorrow, December 7. She has been working with a local group, Inside Advantage. The Chancellor reported that we will share the results with the Colleges.

Chancellor Jackson reported on the process for the approval of Board Policies, noting that we are following the shared governance processes. In addition, she reported that this process has been adopted by the Board.

In closing, Chancellor Jackson reported that the Christmas Holiday Break begins on December 23 through January 2, 2017. Staff will be back on January 3, 2017.

#### **TRUSTEE REPORTS AND/OR OFFICIAL COMMUNICATIONS**

Student Trustee “Z” Dogar reported that many in the CalWorks Program at Las Positas College have expressed that they are happy with the proposed changes.

Trustee Dr. Cedillo expressed that he is an elected servant of the community; he does not consider himself to be a politician. He expressed that he looks forward to four more years serving the community and hopes he can make a difference. He noted that he offers considerable experience and knowledge regarding community colleges and its policies. He reported that he has always championed the special programs and the underserved communities. He welcomed Trustee Maduli to the Board and expressed that he looks forward to working with him.

Trustee Mr. Vecchiarelli recognized this past year as Board President and expressed that he looks forward to a productive 2017.

Trustee Mrs. Dvorsky shared an article in the Wall Street Journal that there is a decline of high school students coming to our colleges because there is a decline in the population growth.

Trustee Mr. Maduli shared his purpose for running for the Trustee position, noting a “soft heart” for community colleges as he is a graduate of a community college. He provided an introduction of himself, noting that he was hired by Dr. Susan Cota and worked at Las Positas College for 7 years. He further shared that he was mentored at Las Positas College by Dr. Barbara Mertes and learned about Master Plans. He also fondly remembered Mr. Phil Wagner. He also shared his military service experience. He expressed his wish to”

give back”, noting that there are a lot of Veterans coming home and he would like to help them.

Trustee Mr. Gelles recognized Mr. Todd Steffan, noting that both colleges have done a tremendous job with the Veterans’ Programs. He also expressed appreciation to all the Staff who worked hard on the Audit Report and process.

### **GOOD OF THE ORDER**

Chancellor Jackson reported that advanced copies of the 2016 Annual Report have been shared with the Board. Copies will be sent to the Colleges.

### **ADJOURNMENT**

Trustee Mr. Vecchiarelli requested that this meeting be closed in memory of one past employee and one active employee who recently passed away.

Trustee Mr. Vecchiarelli recognized the contributions of Classified Emeritus Phillip “Babe” Castillo, Assistant Custodial Manager at Las Positas College (1962-1998).

Dr. Stacy Thompson recognized the contributions of Mr. Benjamin Hollander, Instructor at Chabot College. She reported that a yearly award has been established in his name for students of Language Arts; and contributions can be sent to Ms. Debra Kling.

### Motion No. 3

Trustee Cedillo made a motion, seconded by Trustee Mrs. Dvorsky, to adjourn the Regular Meeting at 7:35 p.m. in memory of Phillip “Babe” Castillo and Mr. Benjamin Hollander.

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

### **NEXT MEETING**

The next Meeting of the Board is scheduled for January 17, 2017 at the 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