

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

**MINUTES
April 18, 2017**

PLACE

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

CALL TO ORDER

The regular meeting was called to order at 5:00 p.m. by Trustee Gelles in the absence of Board President Gin. Volunteer Recording Secretary Audrey Ching called the roll. At the time of roll, Trustee Gin, Trustee Dvorsky and Student Trustee Dogar were absent.

Trustee Gin called the District at 4:30 p.m. to notify the Board of a major freeway traffic accident which may impede his and Trustee Dvorsky's timely arrival. Trustee Gin and Trustee Dvorsky arrived at 5:02 p.m., immediately following official roll call.

PUBLIC COMMENTS

There were no Public Comments offered at this time.

ADJOURN TO CLOSED SESSION

Motion No. 1

Motion made by Trustee Cedillo and seconded by Trustee Mitzman, the Board immediately adjourned to a Closed Session at 5:03 p.m.

Motion carried unanimously, 7-0.

OPEN SESSION

The Board readjoined in Open Session at 6:30 p.m. Volunteer Recording Secretary Audrey Ching called the roll. At the time of roll, Student Trustee Dogar was absent.

ATTENDANCE

Members Present: Trustee Dr. Arnulfo Cedillo
Trustee Mrs. Isobel F. Dvorsky
Trustee Mr. Donald L. “Dobie” Gelles
Trustee Dr. Hal G. Gin
Trustee Mr. Edralin “Ed” Maduli
Trustee Mr. Carlo Vecchiarelli
Student Trustee Mr. David Truelove
Student Trustee Ms. Zainab “Z” Dogar (arrived at 6:55 p.m.)

Recording Secretary: Ms. Audrey Ching

Managers Present: Dr. Jannett N. Jackson, Chancellor
Dr. Susan Sperling, President, Chabot College
Dr. Barry Russell, President, Las Positas College
Ms. Lori Benetti
Ms. Roanna Bennie
Ms. Diane Brady
Ms. Jennifer Druley
Ms. Julia Dozier
Mr. Wyman Fong
Mr. Doug Horner
Ms. Krista Johns
Dr. Matt Kritscher
Mr. Lorenzo Legaspi
Ms. Jeannine Methe
Mr. Arnold Paguio
Dr. Stacy Thompson
Ms. Barbara Yesnosky
Mr. Walter Blevins

Others Present: Ms. Noell Adams, President, Chabot College Classified Senate
Ms. Laurie Dockter, President, Chabot College Faculty Senate
Ms. Melissa Korber, President, Las Positas College Faculty Senate
Dr. Charlotte Lofft, President, Chabot-Las Positas Faculty Association

Mr. Todd Steffan, Las Positas College, Classified Senate Las Positas College representative for Co-Presidents
Mr. Ben Nash, Chabot College, Associated Students President
Ms. Sarah Williams for Mr. Eric Paneda, Las Positas College, Associated Students, President
Mr. Sean Prather, Las Positas College
Ms. Rachel Ugale, District Classified Senate
Ms. Katrina King, Chabot College, Food Security Taskforce

GOOD OF THE ORDER

No comments provided.

PLEDGE TO FLAG

Mr. Todd Steffan led the pledge to the flag.

ACTION TAKEN IN CLOSED SESSION

No actions reported.

1.6 PUBLIC COMMENTS

Ms. Katrina King, Chabot College, Food Security Taskforce addressed the Board on Item 4.5, Approval of College Pantry Program Agreement between Alameda County Community Food Bank and Chabot-Las Positas Community College District. She thanked the Board, in advance, for their support and approval of the proposed recommendation.

1.7 CONSENT CALENDAR

No exceptions to the consent calendar items were made.

Motion No. 2

Motion made by Trustee Mitzman and seconded by Trustee Gelles, to approve the Consent Calendar.

Motion carried unanimously, 7-0.

The following items were approved on the consent calendar:

3.0 PERSONNEL

- 3.1 Classified Personnel
- 3.2 Management Personnel
- 3.3 Executive Personnel

4.0 EDUCATIONAL SERVICES

- 4.1 Acceptance of Gift, Chabot College
- 4.2 Approval of Agreement and Amendment with California Department of Education for the California Early Childhood Mentor Program, Chabot College
- 4.3 Acceptance of Award - California Department of Education (CDE), Early Education and Support Division (EESD), Alameda County Individualized Child Care Subsidy Pilot Plan, and Chabot-Las Positas Community College District
- 4.4 Approval of Agreement with Hayward Unified School District for the Early Childhood Development Program Field Work Experience, Chabot College
- 4.5 Approval of College Pantry Program Agreement between Alameda County Community Food Bank and Chabot-Las Positas Community College District
- 4.6 Approval of a Memorandum of Understanding (MOU) - Umoja Community Education Foundation of California and Chabot College
- 4.7 Approval of Clinical Education and Training Agreement between Stanford HealthCare – ValleyCare and Chabot Las Positas Community College District for the Chabot Nursing Program, Medical Assistants and Las Positas Emergency Medical Technician and Paramedic Programs
- 4.8 Approval of a Memorandum of Understanding (MOU) – Medical Assisting Program Affiliation Agreement between Alvarado Medical Clinic and Chabot College Medical Assisting Program
- 4.9 Approval of a Memorandum of Understanding (MOU) - Medical Assisting Program Affiliation between Asian Health Services and Chabot College Medical Assisting Program
- 4.10 Approval of a Memorandum of Understanding (MOU) – Medical Assisting Program Affiliation Agreement between Dr. Rollington Ferguson and Chabot College Medical Assisting Program
- 4.11 Approval of a Memorandum of Understanding (MOU) - Medical Assisting Program Affiliation Agreement between Dr. Mannie Joel and Chabot College Medical Assisting Program
- 4.12 Approval of an Agreement for Providing Clinical and/or Nonclinical Experiences between Sutter East Bay Hospitals and Chabot College Medical Assisting Program
- 4.13 Approval of Correction to the Sabbatical Leave Applications for 2017-18 Academic Year

- 5.0 BUSINESS SERVICES**
- 5.1 Approval of Commercial Warrant Registers
- 5.2 Approval of Payroll Warrant Registers
- 5.3 Approval of Spending Determination of Monies Received from the Education Protection Account
- 5.4 Approval of Declaration of Surplus Property to be Sold at Public Auction Sale and Donation or Disposal of Any Items Not Sold
- 5.5 Approval of Change of Medical Director – Stanford Health Care ValleyCare, Las Positas College
- 6.0 FACILITIES PLANNING AND DEVELOPMENT**
- 6.1 Authorization to File Notice of Completion with the Alameda County Clerk Recorder’s Office for the Renovation of Building 700, Las Positas College
- 7.0 ECONOMIC DEVELOPMENT/CONTRACT EDUCATION**
- 7.1 Approval of Agreement between Builders Exchange of Santa Clara County and CLPCCD Economic Development: OSHA Training Center
- 9.0 OTHER ACTION**
- 9.1 Establishment of Rights and Duties of Student Trustees for 2016-2017

The Board accepted all Information and Discussion Items without discussion.

8.0 INFORMATION AND DISCUSSION ITEMS

- 8.1 Acceptance of Informational Personnel Reports
- 8.2 First Reading Governing Board Policies-Chapter 5000: Student Services
BP 5220 Shower Facilities for Homeless Students
- 8.3 First Reading Administrative Procedures-Chapter 5000: Student Services
AP 5220 Shower Facilities for Homeless Students

Motion No. 3

Motion made by Trustee Cedillo and seconded by Trustee Dvorsky to approve Item 9.2

- 9.0 OTHER ACTION**
- 9.2 Approval of California Community College Trustees (CCCT) Board Elections 2017

Motion carried unanimously, 7-0.

Board President Gin proceeded to Item 1.8

1.8 PRESENTATION

Preview of Presentation to Credit Rating Agencies-Moody's and Standard & Poor's

Board President Gin asked Chancellor Jackson to provide background and introduce presenters.

Chancellor Jackson reported that tonight's presentation is a "dress rehearsal" to a scheduled May 12, 2017 meeting with the bond credit rating agencies in San Francisco. This is an opportunity for the Board to see and hear what the District intends to present and provide feedback.

Chancellor Jackson provided the Board with a short background and introduced the evening's presenters, Ms. Joanna Bowes, Partner, Managing Director of KNN Public Finance, LLC and Vice Chancellor Lorenzo Legaspi.

Chancellor Jackson noted that scheduled to attend the May 12, 2017 meeting along with her are Vice Chancellor Lorenzo Legaspi, Vice Chancellor Doug Horner, Director Guisselle Nunez, and the bond council team to include Ms. Joanna Bowes, Mr. David Casnocha, Esq., Mr. Trennis Wright, Piper Jaffrey and Co., underwriters, and Mr. Hector Reyes Erazo, RICE Financial.

The Chabot-Las Positas Community College District-\$325,000,000 Election of 2016 General Obligation Bond Series A "Draft Presentation" consists of:

Section I	Introduction
	Presentation Participants
	District Participants
	Team Participants
Section II	District Overview
	Values That Support Student Success: EC ²
	Demographics
	Governing Board
	Executive Administration
	Profile of the Colleges
	Highlights
Section III	District Financial Summary
	Enrollment Management Plan
	Financial Management and Budgeting Practices
	Budget Assumptions for Fiscal Year 2016/17

	Revenues-Unrestricted General Fund
	Expenditures-Unrestricted General Fund
	Ending Fund Balance-Unrestricted General Fund
	Actual v. Budget-Unrestricted General Fund
	History of the Unrestricted General Fund
	Alternative Sources of Liquidity
	Employee Relations
	Pension Funding Status
Section IV	Facilities Funding Program
	Measure B-Completed Projects
	Measure B-Expenditure
	Measure A-About
Section V	Local Economy and Demographic Information
	Demographic Summary
	Historical Assessed Values
	Major Taxpayers
	Secured Assess Valuation by Land Use
	Direct and Overlapping Bonded Debt
	SFR Assessed Valuation per Parcel
Section VI	Community Information
	Jurisdiction Summary
	New Developments
Appendix A	Financing Schedule
Appendix B	Financing Team Contact Details

Vice Chancellor Legaspi explained the main purpose of going to the credit agencies, Standard & Poor's and Moody's Investor Service is to provide them with information to evaluate the District's bond credit rating. The District's bond credit ratings have been steadily increasing for the past two years. An upgraded higher bond rating would benefit the District's ability to issue bond dollars as part of Measure A, thereby providing taxpayer savings.

Board Comments (in order provided):

Trustee Maduli praised the evening's presenters for the succinct content and excellent work done on the presentation. In addition, he provided suggestions for consideration on various pages.

Trustee Gelles stated he was impressed with the presentation and complimented Chancellor Jackson, Ms. Bowes and Vice Chancellor Legaspi on their work.

Trustee Vecchiarelli added that the presentation was "first class".

Trustee Mitzman commented on the presentation as a “job well done”.

Trustee Cedillo expressed praise to the Chancellor and staff.

Trustee Dvorsky affirmed comments from trustees and thanked the Chancellor and staff.

Board President Gin stated that he also was thoroughly impressed with the professionally prepared presentation and proud of the work. He suggested that the presentation could possibility evolve into a future marketing piece for the District.

2.0 REPORTS-FACULTY, CLASSIFIED AND STUDENT SENATES PRESIDENTS OF CHABOT AND LAS POSITAS COLLEGES FACULTY SENATES

Las Positas College Academic Senate President, Ms. Melissa Korber provided written report and highlighted the following:

1. Classified Professional Appreciation Event:
The annual event will be held April 26 from 1:30-3:30 p.m. in the LPC Cafeteria. Invitation extended to attend celebration.
2. Resolutions, Board Policies and Administrative Procedures:

On April 12, the Senate approved policy relating to granting automatic articulation of incoming courses from other California Community College and California State University campuses that share identical C-ID Designation.

In addition, the Academic Senate has also discussed the following:

- The Middle College at LPC
- The District Faculty Hiring Procedures as they relate to technology
- A resolution in support of clear, transparent, and fairly developed and applied processes
- A resolution requesting allocation of Strong Workforce Program Grant Funds based on Chancellor’s Data Mart
- Revisions to the Program Proposal Process recently passed by the LPC Academic Senate
- Board Policy 3250 (Institutional Planning), Board Policy and Administrative Procedure 5220 (Shower Facilities), and Administrative Procedure 3515 (Reporting of Crimes)
- The Academic Senate of California Community College’s Spring 2017 Session (LPC will send three representatives)

- Academic Senate Scholarships (three will be awarded)
- Election of Academic Senate officers for 2017-18 Academic Year

Chabot College Academic Senate President Ms. Laurie Dockter reported on the following items:

ACCJC Team onsite visit scheduled for tomorrow, Wednesday, April 19. The Senate membership has been working collaboratively on recommendations and feels that they are well prepared.

Several workgroups, which include the IEPI, Budget, PRBC, Tech and Facilities have been meeting this academic year. A lot of great things have occurred during the meetings, including a revised shared governance structure, process and narrative. In preparation for next year, the groups are discussing ways to attract, recruit and retain members.

Faculty parking in Lot A have been challenged in respect to vehicle damage. There seems to be the sense of a possible safety issue.

PRESIDENTS OF CHABOT AND LAS POSITAS COLLEGES AND DISTRICT CLASSIFIED SENATES

Ms. Heidi Ulrech, Ms. Amanda Ingold; Classified Senate Co-Presidents represented by Mr. Todd Steffan, Las Positas College, prepared the following written report and reported on the following:

- Nominations for the Outstanding Classified Award and next year's Senate Officers are currently underway. The Outstanding Classified recipient will be announced at the May Town Meeting and officers will be announced at the May Senate Meeting.
- A task force was formed to draft a mission statement for the Senate, which was presented at last week's Senate meeting. The draft statement will now go to the entire membership for approval. It was decided that there isn't enough time remaining in the year to do a review of the current Senate By-laws so that project will be carried over to next year.
- The Senate sponsored Design a Classified Shirt project, which began in 2014, has been reintroduced. The Senate is currently looking into vendors and pricing and hopefully we'll have a shirt to sell to LPC Classified, at a reduced cost, in the fall.
- The state Classified Senate – 4CS, is holding a retreat for senate presidents this Friday in Fresno. Amanda and Heidi are registered to attend and looking forward to

gathering information, hearing new ideas and meeting other classified from Northern California.

- In addition, Mr. Steffan announced that Las Positas College will have the honor of providing a space for the Traveling Memorial-Remembering Our Fallen-Post 9.11 California Fallen Exhibit. The memorial exhibit will be located in Building 1700, Room 1726, May 3 through 15 and open Monday through Friday 10 a.m.-6 p.m. and Saturday 10 a.m.-3 p.m.. He extended a heartfelt invitation to view the memorial.

Chabot College Classified Senate, Noell Adams, Classified Senate President, prepared a written report and reported on the following items:

- **Committee Appointments**

Chabot Classified Senate is currently recruiting Classified Professionals to serve as committee chairs and representatives in our new shared governance model. We are excited for the expanded opportunities for participation that the new model provides Classified Professionals. In preparation for the Fall 2017 implementation, we will be hosting several informational discussions on the topic “Serving on Committees.” Through these discussions, we aim to increase Classified Professionals’ understanding of the new model and strengthen their participation.

- **Elections**

Chabot Classified Senate will be holding elections next month for six senator positions and the offices of the president, vice president, secretary, and treasurer.

- **BP 5220 and AP 5220**

Chabot Classified Senate will be reviewing the two proposed policies (Board Policy 5220 and Administrative Policy 5220) being read by the Board this evening. Any recommendations we may have regarding these policies will be shared with Chancellor Jackson and Vice Chancellor Johns.

- **Classified Leadership Institute Program (CLIP)**

Acknowledged and thanked the Chancellor for providing the classified professionals the opportunity to participate in the visionary and exemplary program.

Ms. Rachel Ugale, District Classified Senate reported on the following items:

Ms. Ugale thanked the Chancellor for her leadership and initiation of CLIP. She participated in the first cohort and learned valuable leadership skills. Ms. Ugale reported that of special note was the visit to the California Community Colleges Board of Governor’s April Meeting in Sacramento and “CLIP Graduation” during the Chancellor’s

Award Luncheon. She thanked Ms. Audrey Ching and Ms. Patty Russell for their assistance with the planning of the Chancellor's Award Luncheon.

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

Student Senate President of Chabot College, Mr. Ben Nash, reported on the following items:

- Acknowledged the dedicated work of Ms. Katrina King, along with faculty, staff and volunteers that participated in the Food Security Taskforce in bringing the Food Pantry Program to fruition. Thanked the Board of approving the recommendation.
- Met with the Information Technology Services (ITS) to discuss improvements to the campus wireless network. Thanked ITS Manager of Network Systems and Services, Mr. Ken Agustin, for his time in providing updates.
- Canceled Easy Pass Transit Referendum due to high costs to students and marketing challenges with AC Transit. Expectation that Easy Pass Transit Referendum would be revisited next year and a suitable transit agency with affordable costs could be negotiated.
- Extended invitation to attend on campus activities for Earth Week, April 17-22.

President of the Associated Students, Las Positas College, Mr. Eric Paneda, represented by Ms. Sarah Williams, reported on the following items:

- Meet and greet your new Associated Students Senators event in the works. Date and time to be determined by new senators' schedules and will be announced shortly.
- Executive Officer election results will be announced at the end of the week.
- Associated Students will be volunteers at LPC Foundation "The Best of the Best" event.
- In the process of renewing ASLPC students discount card and apps for Spring 2017.
- Working on setting up a meeting with Assembly member Catherine Baker's office to learn about our state government.

GOOD OF THE ORDER

Faculty Association: Dr. Charlotte Lofft noted agreement with the Chabot College Faculty Senate on concerns in Parking Lot A.

10.0 REPORTS-SENIOR LEADERSHIP AND TRUSTEES**PRESIDENTS OF CHABOT AND LAS POSITAS COLLEGES****Dr. Susan Sperling, President, Chabot College reported on the following:**

- Welcomed Dr. Russell and Dr. Jackson back and wished them continued health.
- The College completed preparations for tomorrow's ACCJC follow-up site visit.
- College held Service of Women Veterans Lunch and presented Dr. Jackson with gift basket acknowledging her service and support.
- Distributed Earth Week flyer detailing activities and extended invitation to attend.
- ACCJC visiting team will be on campus tomorrow for a scheduled follow-up visit
- Provided update on revision to shared governance.
- Commencement ceremony on Saturday, May 27.

Dr. Barry Russell, Las Positas College President reported on the following:

- Thanked the Board and Chancellor for allowing him medical leave to heal. Returning with renewed energy to do what he loves.
- Graduation ceremony on Friday, May 26.
- ACCJC visiting team will be on campus tomorrow for a scheduled follow-up visit.
- Extended invitation to "topping off" ceremony for the new Classroom Building 100. Event will take place on Thursday, April 20th, 10:00 a.m., in front of Building 4000. College faculty, staff, students and community officials will officially sign a steel beam to be put in place and "top off" the construction of Building 100.
- LPC Foundation's Annual Best of the Best Fundraiser will be on Saturday, April 22 at 6 p.m. in the Barbara Mertes Center for the Arts. This year's program focus is on the performing arts.
- Reiterated invitation to California Veterans Remembrance Exhibit.

CHANCELLOR REPORT

- Remarked on ACCJC follow-up visit to the District and exit interview with Dr. Marlon Hall. Her impression is that ACCJC report would be favorable and even complimentary. Thanked Vice Chancellor Horner on his leadership and efforts with the Total Cost of Ownership (TCO).
- Reiterated ACCJC follow-up site visits at Chabot and Las Positas tomorrow, April 19, 2017.
- Veterans Programs are one of her pet projects. She is the co-chair of the California Community Colleges Veterans' Caucus (CCCVC). Their first newsletter will be distributed at the American Association of Community College (AACC) Annual

Conference and posted online. Dr. Jackson thanked the Board for their support and encouragement for this project. In addition, she urged all to visit the LPC Remembrance Exhibit.

- Announced that she sits on the ACCJC Selection Committee for the next President.
- Looks forward to attending CC Commencement and LPC Graduation Ceremonies.
- Thanked everyone for their support and attendance of the 2015-16 Chancellor's Award Luncheon. Noted "the incident" and thanked everyone for their cards and well wishes. Will be on a modified work schedule.

RECOGNITIONS: None

TRUSTEE REPORTS AND/OR OFFICIAL COMMUNICATIONS

Student Trustee David Truelove announced that was the last attendance at a regular meeting as the Chabot College Student Trustee. His year term was complete. He acknowledged and thanked the numerous administrators, faculty and staff for their support during his term which included the Board, Chancellor, District Senior Staff, College President, Vice Presidents, Administrators, Faculty, Classified Professionals and the Student Senate with a special thanks to his mentor and faculty advisor, Professor Ellen Corbett. In addition, he apologized to anyone he unintentionally missed in his long thank you list. Among the most noteworthy accomplishments during his term in office was the ability to see the approval of the College Panty Program Agreement with the Alameda County Community Food Bank. The approval meant a great deal him personally. He was able to see the program blossom from just seed of an idea to help at students at risk to the implementation of a real, tangible food security program. He is proud of the college for their efforts and very heartfelt thank you from him to the Board.

Board President Gin thanked Student Trustee Truelove for his dedication and service on behalf of the entire Board with best wishes for a bright and promising future.

11.0 ADJOURNMENT

Motion No. 4

Motion by Trustee Dvorsky and seconded by Trustee Mitzman, to adjourn the meeting at 8:02 p.m.

Motion carried unanimously, 7-0.

Board President Gin thanked the audience for attending.

NEXT MEETING

The next Meeting of the Board is a Study Meeting scheduled for May 2, 2017 at the District Office.

Minutes prepared by:

Audrey Ching
Volunteer Recording Secretary

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