



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

**MINUTES  
February 20, 2018**

**PLACE**

Chabot-Las Positas Community College District, 7600 Dublin Blvd, Dublin Ca 94568

**CALL TO ORDER**

The regular meeting was called to order at 4:32 p.m. by Trustee Mitzman, Recording Secretary Debra Nascimento called the roll. Trustees Gelles and Trustee Maduli were absent at the time of roll.

**PUBLIC COMMENTS**

There were no Public Comments offered at this time.

**CLOSED SESSION**

Motion No. 1

Motion made by Trustee Gin and seconded by Trustee Vecchiarelli, the Board immediately adjourned to Closed Session at 4:34p.m.

Motion carried unanimously, 5-0 with Trustee Gelles and Trustee Maduli absent.

**OPEN SESSION**

The Board re-adjourned in Open Session at 6:36 p.m. Recording Secretary Debra Nascimento called the roll. Trustee Gelles and Student Trustee Garcia Gutierrez were absent at the time of roll.

**ATTENDANCE**

Members Present: Trustee Ms. Isobel F. Dvorsky  
Trustee Dr. Hal G. Gin

Trustee Mr. Edralin “Ed” Maduli  
Trustee Dr. Marshall Mitzman  
Trustee Ms. Genevieve Randolph  
Trustee Mr. Carlo Vecchiarelli  
Student Trustee Christopher Romero

Members Absent: Trustee Mr. Donald L. “Dobie” Gelles (Excused)  
Student Trustee Juliet Garcia Gutierrez (Excused)

Recording Secretary: Ms. Debra Nascimento

Managers Present: Dr. Jannett Jackson, Chancellor  
Dr. Susan Sperling, President, Chabot College  
Ms. Roanna Bennie, Interim President, Las Positas College  
Dr. Matthew Kritscher  
Dr. Stacy Thompson  
Ms. Jeannine Methe  
Ms. Guisselle Nunez  
Ms. Krista Johns  
Mr. Wyman Fong  
Mr. Doug Horner  
Mr. Lorenzo Legaspi  
Ms. Barbara Yesnosky  
Ms. Julia Dozier  
Mr. William Garcia  
Ms. Diane Brady  
Mr. David Betts  
Ms. Jennifer Druley  
Mr. Ron Gerhard  
Mr. Rajinder Samra

Others Present: Ms. Laurie Dockter, President, Chabot College Faculty  
Senate  
Dr. Tina Inzerilla, Las Positas College, Faculty Classified  
Representative  
Ms. Melissa Korber President, Las Positas College Faculty  
Association  
Ms. Rachel Ugale, District Services, District Classified  
Senate  
Ms. Tatianna Hernandez, President, Las Positas College  
Student Senate  
Mr. Zaheer Ebtikar, President, Chabot College Student Senate  
Mr. Mujeeb Dadgar  
Ms. Ann Kroll

Mr. David Estrada  
 Dr. David Johnson  
 Dr. Jamal Cook  
 Mr. Jim Yoke  
 Cpt. Bob Buell  
 Mr. Gary Howard  
 Ms. Rachel Tapper-Eoff  
 Mr. Eugene Hale  
 Ms. Susan Luker  
 Mr. Roy Carhyon

### **PLEDGE TO FLAG**

Trustee Maduli led the pledge to the flag.

### **REPORT OUT: ACTION TAKEN IN CLOSED SESSION**

Trustee Gin reported that in Closed Session the Board of Trustees adopted a Resolution affirming the Administrative Determination of the District denying an appeal by the following roll call vote:

AYES: Dvorsky, Gin, Mitzman, Randolph, Vecchiarelli

NOES: None

ABSTENTION: Maduli

ABSENT: Gelles

### **1.6 PUBLIC COMMENTS**

Mr. Eugene Hale, Stage Technician for over 30 years at the Chabot College (PAC) Performing Arts Center. He indicated he was there to mark an end of an era at PAC. This was an era when customer service was the driving force behind all that was done there. When the origins of this focus started with Theatre Manager Rodger Noyes, it was under the guidance of Theatre Manager Kari McAllister and her drive that made customer service the forefront of all that was done at the PAC. He stated they became a by word-of-mouth, known for customer service in the performing arts community. The PAC Staff had a motto, once you've done your event at the PAC you will not want to go anywhere else. He also expressed, there was the pride and high morale with creating something special. However, over the past year it has become clear that customer service is no longer a priority in management and administration in regards to the PAC. He gave an example of this new direction, in the firing last year of Devrin Andrade, House Manager for 19 years. He stated there is a growing feeling from the staff that the college does not care about customer service, why should they? The morale and pride is currently on a hiatus. Now management and administration may claim a recent turn around and are focusing on customer service matters; however, much damage has already been done. Current and even former staff still field complaints from clients that is damaging morale. He stated soon we will

see the separation of 2 of the 3 permanent staff members of the PAC Emma Rodriguez and Shawn McGuire are on the separation list. Lastly, he stated he sees this era and the levels of customer service once provided is at an end.

Captain Bob Buell, stated he was there to speak in support of Item 5.5 and 6.1. He stated there has been a hiccup with the San Leandro Fire Training Center as the lease agreement was not in place in time, after the first weekend they got bumped back to campus. Trying to run a Fire Academy at a College that is not set to run a Fire Academy has been the most creative challenge in the 30 years he has been teaching at Chabot. He stated their motto is improvise, adapt and overcome and they pushed it to the extent over the past several weeks. He stated he is hopeful the Board supports the Lease Agreement on the Agenda so they can get back by the coming weekend. He thanked the Administration at Chabot, specifically under President Sperling, Mr. Ron Gerhard and at the district, Mr. Lorenzo Legaspi. He also recognized the work that Campus Safety and the individuals at the PE Complex have made to make this happen as they managed several events to allow the Fire Academy Training. He stated this was a collaborative effort however, they need to get back to where they need to train. The MOU on a permanent location for the Fire Academy is moving forward. Dr. Jackson and Mr. Doug Horner have been having their conversations with the City of Hayward and it is hopeful something will be forwarded soon. Lastly, he emphasized the relationships that are being built with their agencies for the students to help them move from college to career.

### **1.7 APPROVE CONSENT ITEMS (cc)**

President Mitzman asked Vice Chancellor of HR Mr. Wyman Fong to read the following statement Summary of Government Code 54953© (3) which requires that, before taking final action, the Board must orally report a summary of the recommendation regarding the salaries, salary schedules, or compensation paid in the following summary regarding such items appearing on the consent agenda. Item 3.2 (Management Personnel), pertains to final action by the Board regarding the approval for the following contracts of employment:

Item 3.3 (Management Personnel), pertains to final action by the Board regarding the Approval for the following contracts of employment:

- For Chabot College:
  - Jamal Cooks, Dean, Language Arts, Range 19, Step 3
  - Yvonne W. Craig, Director of Grants, Range 15, Step 6
  - Ronald P. Gerhard, Vice President, Administrative Services, Range 21, Step 6
  - Matthew D. Kritscher, Vice President, Student Services, Range 21, Step 6
  - Deonne M. Kunkel, Dean, School of the Arts, Range 19, Step 4
  - Amy W. Mattern, Dean, Academic Pathways and Student Success, Range 19, Step 6
  - Sara L. Parker, Dean, Social Sciences, Range 19, Step 3
  - Jeanne D. Wilson, Dean, Special Programs and Services, Range 19, Step 6

- Susan H. Benz, Project Manager, Career and Technical Education (CTE) Pathways, Range 15, Step 6
- Diana L. Buffington, Program Director, Child Development Center, Range 13, Step 6
- Gabriel Chaparro, Science, Technology, Engineering and Mathematics (STEM) Center Equity Director, Range 13, Step 3
- Maryanne Doan, Mentor Program Director, Range 19, Step 6
- Robert D. Nakamoto, Director, Student Equity and Success with emphasis on Student Equity, Range 15, Step 2
- Michelle E. St. Germaine, Mentor Program Assistant Director, Range 15, Step 6
- For Las Positas College:
  - Roanna V. Bennie, Vice President, Academic Services, Range 21, Step 6
  - Diane M. Brady, Vice President, Administrative Services, Range 21, Step 4
  - William L. Garcia, Vice President, Student Services, Range 21, Step 3
  - Nan Ho, Dean, Academic Services – Science, Engineering, Math and Public Safety, Range 19, Step 3
  - Amir A. Law, Dean, Academic Services – Business, Health, Athletics, Work Experience, Kinesiology and Director of Athletics, Range 19, Step 3
  - Rajinder S. Samra, Director of Research, Planning, and Institutional Effectiveness, Range 19, Step 5
  - Thomas E. Allen, Adult Education Program Manager, Range 14, Step 2
  - Kenneth G. Cooper, Executive Director of the Foundation, Range 19, Step 6
  - Nessa D. Julian, Director, Student Equity & Success, Range 15, Step 6
  - Vicki Shipman, Project Manager, Career and Technical Education Program, Range 15, Step 6
  - Steven A. Smith, Public Safety Programs Manager, Range 15, Step 3
  - David Johnson, Interim Vice President, Academic Services, Range 21, Step 2
  -
- For the District Office:
  - Kennedy Agustin, Manager, Network Systems and Services, Range 18, Step 6
  - Lori A. Benetti, Payroll Manager, Range 16, Step 6
  - David A. Betts, Director of Employee and Labor Relations, Range 19, Step 6
  - Walter L. Blevins, Director, Maintenance and Operations, Range 19, Step 6
  - Jennifer B. Druley, Human Resources Manager, Range 16, Step 6
  - Barbara A. Yesnosky, Director of Business Services, Range 21, Step 6
  - Julia A. Dozier, District Executive Director, Economic Development and Contract Education, \$198,755.00/annual
  - Cari M. Elofson, Assistant Director, OSHA Training Center, Range 16, Step 6
  - Sarah J. Holtzclaw, Program Manager – Tri-Valley One-Stop Career Center, Range 14, Step 6
  - Ann M. Kroll, Project Planner/Manager, Facilities, Range 20, Step 6
  - Victoria L. Lamica, .5 FTE Contracts Manager, Facilities Planning, Range 13, Step 6; and, .5 FTE Manager, Purchasing and Warehouse Services, Range 16, Step 6

All Contracts of Employment mentioned above are entitled to the same fringe benefit package as other managers per Board policy and procedures.

President Mitzman requested that agenda item 3.3 (Management Personnel) be pulled from the consent calendar.

Trustee Maduli requested that agenda item 4.7 (Sabbatical Leave Applications for 2018-19 Academic Year) be pulled from the consent calendar.

President Mitzman requested that agenda item 9.1(Adoption of Resolution No. 10-1718, Trustee Excused Absences) be pulled from the agenda.

Motion No. 2

Trustee Vecchiarelli made a motion, seconded by Trustee Maduli, to approve the Consent Calendar with the exception of agenda items 3.3 and 4.7.

Motion carried unanimously, 6-0, with Trustee Gelles absent.

The following items were approved on the Consent Calendar:

**General Functions**

1.9 Approval of Minutes of January 20, 2018, Regular Meeting

**3.0 PERSONNEL**

- (cc) 3.1 Classified Board
- (cc) 3.2 Faculty Personnel
- (cc) 3.4 Authorization for Summer 2018 Work Schedule
- (cc) 3.5 Presentation of Chabot-Las Positas Community College District Successor Agreement Proposal for the Collective Bargaining Agreement with the Service Employees International Union (SEIU), Local 1021, ending June 30, 2018
- (cc) 3.6 Presentation of the Service Employees International Union (SEIU) Local 1021, Successor Agreement Proposal for the Collective Bargaining Agreement with the Chabot-Las Positas Community College District ending Jun 30, 2018

**4.0 EDUCATIONAL SERVICES**

- (cc) 4.1 Approval of Memorandum of Understanding (MOU) between Contra Costa Community College District and Chabot-Las Positas Community College District for the Strong Workforce Program K-14 Pathways Regional Joint Venture Project Partner, Las Positas College
- (cc) 4.2 Approval of Memorandum of Understanding (MOU) - Data Sharing Between Leadership Public Schools and Chabot-Las Positas Community College District, Chabot College

- (cc) 4.3 Approval of a Memorandum of Understanding (MOU) between Los Medanos College (LMC) of the Contra Costa Community College District and Chabot-Las Positas Community College District for the Strong Workforce Program Public Safety Regional Joint Venture Project Partner, Las Positas College
- (cc) 4.4 Approval of Cooperative Agreement No.17-PUENTE-CC-04 between the Regents of the University of California Puente Project and Chabot Las Positas Community College District, Chabot College
- (cc) 4.5 Approval of Agreement with Stepping in the Right Direction for the Historically Black Colleges and Universities (HBCU) Spring Break 2018 Tour, Las Positas College
- (cc) 4.6 Approval of Amendment to Agreement – Regents of the University of California, San Francisco, School of Dentistry and Chabot-Las Positas Community College District, Dental Hygiene Program, Chabot College from July 1, 2017 through June 30, 2020

## **5.0 BUSINESS SERVICES**

- (cc) 5.1 Approval of Commercial Warrant Registers
- (cc) 5.2 Approval of Payroll Warrants Registers
- (cc) 5.3 Approval of Award to Lucas-Nuelle, Inc. for a UniTrain Virtual Trainer for Applied Technology, Las Positas College
- (cc) 5.4 Approval of Declaration of Surplus Property to be Sold at Public Auction Sale and Donation or Disposal of Any Items Not Sold
- (cc) 5.5 Approval of License Agreement between the City of San Leandro, the Alameda County Fire Department and Chabot Las Positas Community College District, Chabot College

## **6.0 FACILITIES PLANNING AND DEVELOPMENT**

- (cc) 6.1 Approval of Agreement – Public Agency Law Group for Fire Training Center Legal Counsel, Chabot College
- (cc) 6.2 Approval of Award of Bid No. 18-01, Biological Sciences B2100 Building Annex, Chabot College
- (cc) 6.3 Approval of Award of Bid No. 18-07, New CUP Chiller and Cooling Tower, Las Positas College
- (cc) 6.4 Approval of Contract for Division of State Architect (DSA) Inspector of Record (IOR) with ABC Inspections, Inc. for DSA Inspection Services for Biological Sciences B2100 Building Annex, Chabot College
- (cc) 6.5 Approval of Award of Re-Bid No. 18-05, District-Wide Prop 39, Interior LED Lighting Upgrades

## **7.0 ECONOMIC DEVELOPMENT/CONTRACT EDUCATION**

- (cc) 7.1 Amendment of Grant Agreement No. 17-020-001- California Community Colleges Chancellor's Office, District-Economic Development
- (cc) 7.2. Amendment of Grant Agreement No. C15-0050- California Community Colleges Chancellor's Office, District-Economic Development
- (cc) 7.3 Acceptance of Grant Agreement No. 17-205-001 – California Community Colleges Chancellor's Office, District-Economic Development

- (cc) 7.4 Acceptance of Grant Agreement No. 17-205-002- California Community Colleges Chancellor's Office, District-Economic Development
- (cc) 7.5 Acceptance of Memorandum of Understanding (MOU) — United Way Bay Area, District – Economic Development, Tri-Valley One Stop Career Center

### **1.8 PRESENTATION: Marketing Strategy Review 2017-2018**

Chancellor Jackson indicated that tonight's presentation is from our Public Relations Marketing and Government Relations Director, Ms. Guisselle Nunez. She will give us an update on Marketing Efforts this past year and a historic background that are used for metrics to determine what strategies are effective and not effective.

Director Nunez presented to the Board of Trustees a PowerPoint presentation title "Marketing Strategy Review."

The marketing presentation focused on providing the Board of Trustees with an overview of the 2017-2018 marketing strategy and provided highlights of the current 2018-2019 marketing strategy. Director Nunez noted that the marketing strategy included three parts:

- Objective which is to generate enrollment growth and brand awareness;
- The tactics which included, but are not limited to, advertising, social media, direct email/mail and the production of collateral materials;
- Lastly the metrics of success are two fold, student headcount (prospective students who have applied only) and the many metrics that come from the digital marketing campaigns.

Director Nunez stated that marketing's job is to get prospective students "to the door." Their formula for building the marketing plans includes four steps:

- Conduct market research;
- Develop marketing objectives;
- From the market research data the marketing tactics are informed; and finally
- Success is measured by various types of metrics.

The marketing plans are built in collaboration with the Vice Presidents of Student Services of both Colleges, to include working with the Vice Presidents of Academic Services, and their respective Deans, to help push out promotions of specific classes and programs that need additional students.

Director Nunez provided examples of the most recent market research results, the types of marketing tactics in the 2017-2018 marketing plan, and also tactics used for the first time. She shared two examples, of innovative tactics that were beta tested in the fall of 2017. The first example related to a mobile ad retargeting with postcard. The second



example was related to their new tactic of building video content and using Facebook “Live” and YouTube videos to reach prospective students.

Additionally, Director Nunez stressed that this marketing strategy and its tactics, alone, is not a silver bullet to reaching our FTES goals. We should consider it to be one tool, of many others in the enrollment management process that compliments what the Colleges are doing in order to also attract prospective students to the door. After she provided examples on the return on investment on some of the tactical examples she shared, she also mentioned that the Colleges have reported to be on track to meet their 1% FTES growth goal.

Director Nunez emphasized that while we are meeting our FTES goals, some of the Bay 10 Districts and Colleges are 6-10% down in their spring enrollment. She mentioned that she has had three colleges call her since December to learn what we are doing that is helping us to meet our FTES goals. She mentioned that she tells them that their institutions need to consider three things:

- 1) They must have senior leadership commit to an annual marketing budget.
- 2) They need to build an annual marketing plan, which will allow them to stretch their marketing spend for their media buys.
- 3) They need collaboration among the internal stakeholders that manage enrollment management, because marketing can’t do it alone, and the internal stakeholders in turn, can’t do it without marketing’s assistance.

She thanked the College and District leadership for their commitment, investment, and thus understanding of the importance of having an allocated marketing budget, a plan, and for the opportunity to collaborate.

Board Questions/Comments:

President Mitzman thanked Director Nunez for her “enthusiastic” thorough presentation. Chancellor Jackson stated the numbers prove the effectiveness and thanked Mr. Mujeeb Dadgar and Director Nunez for their presentation.

Trustee Vecchiarelli congratulated Director Nunez on her presentation and posed the question, historically our counselors and teachers have always had a focus on our students to make the right decisions, what are we doing to encourage our students to make the right decision, whom Director Nunez responded that, the outreach efforts the colleges have in place with the high schools and other entities. She stated the colleges manage their own outreach programs. She also stated they are doing a lot to support the college’s efforts. Chancellor Jackson stated, Vice President Dr. Matt Kritscher last year brought in all of their feeder high school counselors to the campus. She asked VP Kritscher to elaborate on this. VP Kritscher stated they are doing more than they have ever done. They are also holding a

Chabot Area Counseling Collaborative Meeting monthly with the high school counselors and teachers in the service areas where they discuss different topics each time. This is in addition to the Early Decision Program where we go out to all 27 area high schools and do presentations and follow up assessments to get them on campus for the Early Registration Day. He stated the Counseling Collaborative Meeting was a joint partnership with the Academic Pathways Grant and the Student Service Counselors.

Trustee Vecchiarelli asked if we hire part-time counselors from high schools, VP Kritscher responded yes, Jannett Hernandez is currently a part-time counselor who is also a counselor at a local Middle School, she is also teaching a Sociology counseling class. He stated another counselor was a high school counselor in San Leandro for 10 years, and now is a full-time counselor at Chabot and she is teaching a class at the high school she used to be a counselor at.

Director Nunez stated high school counselors have requested our Facebook Live Stream dates so in turn they can promote it.

Chabot Student President Zaheer Ebtikar stated, great job Director Nunez for the presentation and followed with stating, one of the biggest problems is the retention of students after the 1<sup>st</sup> year, what is being done in terms of high school outreach, there is a big disconnect with high schools and community colleges, what are we doing to bridge this gap for our students and how are we advertising, to which Director Nunez asked VP Kritscher to answer. VP Kritscher stated we are moving up the application cycle, opening up January 2<sup>nd</sup>, in the past, it always used to be February 1<sup>st</sup>. He also stated, next fall for the first time the plan is to open up the applications the same as Cal State Universities and UCs October 1<sup>st</sup>. He emphasized what this does is gives us 3 additional months to work with new students. Some of the processes we are adding into the articulation process are: Career assessment that will go along with academic assessments as we feel they have more direction on what they are majoring in and career direction they are going and they will stick around for their 2<sup>nd</sup> year. Also, with the New Degree works and Student Ed Planning Implanting and Audit Systems we want to incorporate Degree Works where students can begin having their own advocacy in doing their “what if” scenarios. The College is promoting the summer Math Jams where students can get a better start on math.

## **2.0 REPORTS, FACULTY, CLASSIFIED AND STUDENT SENATES**

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

**Las Positas Academic Senate President, Ms. Melissa Korber reported on the following items:**

Academic Senate President Melissa Korber thanked Chancellor Jackson for attending their January 31<sup>st</sup> Academic Senate Meeting. At that time, issues were discussed that were brought up from Chabot College, the District Office, Shared Governance, Student Leadership, the

transitions of leadership and the noncredit program. She felt the discussion was productive and stated the Senate will be following up on these issues at their next meeting.

She reported, the Senate is specifically looking at proposing a plan for physical accountability in the future.

She stated the Senate is trying to raise awareness regarding on-line test banks and cheating. She stated these online services are selling test keys and there are other sites that buy and sell papers. She stated these are violations of the Students Code of Conduct. She stated Academic Services is working with the Vice President of Student Services Mr. William Garcia to see what can be done in updating the Code of Conduct. As a Senate, they are trying to raise awareness of this so professors can work to protect the integrity of their courses.

She stated they are looking at a Resolution to join the on-line Education Initiative Consortium, which will be voted on during next week's meeting. She stated she is hopeful it will pass and they can apply for the membership.

She stated they had a great presentation on Guided Pathways and there has been a terrific collaboration effort on campus to move forward with the self-assessment.

Lastly, she stated every year the Academic Senate puts on an Appreciation Event specifically to appreciate the Classified Professionals and they are moving forward with that.

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

She stated they have recently met with MIG to discuss what the facilities plans are and what their hopes are in terms of what they need at their college.

She stated they have a Steering Committee made up of all segments of the college and theme groups that have to do with Pathways and Curriculum. Each of these groups are meeting to look at areas for Pathways. She mentioned some of the things discussed tonight are having to do with Pathways, how do we go from our local high schools to the college and where do they go after.

She stated budgeting is going to be heavily discussed at the Statewide Academic Senate meeting. She stated we want to make students succeed in less than 3 years however, a lot of students have other obligations, and how is that going to work is a big question. She also stated, there is an Area B Meeting in March at Santa Rosa Junior College, where she is anticipating a lot of feedback. She stated she has been asked by the State Curriculum Group to have a representative for our Non-Credit in which we have 2 different groups working together on Math and English.

She also stated they will have their monthly meeting on Thursday.

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

The District Office had nothing to report at this time.

### **Chabot College Classified Senate, Rachel Tupper-Eoff reported on behalf of President Ms. Noell Adams on the following items:**

1. Chabot's Classified Senate held a special one-hour meeting with Chancellor Jackson on Monday, February 5<sup>th</sup>, to address Classified Senate's questions around matters concerning how District leadership is engaging in collegial consultation, applying policies and procedures, and sharing information with the college stakeholders. Classified Senate's debrief of this dialogue will occur during the meeting this coming Friday.
2. Classified Senate met with the Facilities Master Plan consultant, MIG, at their January 19<sup>th</sup> meeting. Classified Senate members provided recommendations for improvements to our campus facilities in the coming years.
3. In the next few weeks, Classified Senate will be reviewing and assessing Chabot's draft Guided Pathways Work Plan. As mentioned in a previous report, several Classified Senate members are active members of the college's Guided Pathways Steering Committee, and they have done an excellent job recruiting classified professionals to participate in development of the Work Plan. The college leaders have also done their part to ensure that classified professionals have been provided the opportunity to effectively participate in the development of the plan. As such, it is anticipated that Classified Senate will support the Guided Pathways Work Plan drafted by the steering committee.

### **Las Positas College Classified Senate:**

Las Positas Classified Senate had nothing to report at this time.

### **Las Positas College Student Senate President, Ms. Tatiana Hernandez reported on the following items:**

She congratulated Interim President Ms. Roanna Bennie on doing such a great job, all her work is being noticed and is appreciated.

She reported ASLPC Elections will be held April 23<sup>rd</sup> –April 29<sup>th</sup>.

She stated Club Day was held last week which went very well. She stated a few students went to Chabot during their Food Pantry event last month and saw how successful theirs was, in which they have since submitted paperwork last week for their own Food Pantry last week.

She reported their Director of Legislation is working on their bylaws and constitution. She stated they are also in the process of writing a Resolution for Priority Registration.

She stated over 300 students participated in a survey regarding the need of an Open Gym on campus. She stated everyone is very pro open gym, in the meantime, their short term solution is that students will need to sign up for the “Fitness Center Class” to have access.

She stated this semester they plan on having a few new events, one being Diversity Week. She stated now that they are a Sanctuary Campus she feels it is important people are aware of that and it’s time to celebrate diversity. They also plan to host an event on collaboration with Campus Security so students get to know them and ask questions about safety.

She stated Mike Alvarez is the “Best Guy” and she is happy to see him in the YouTube video.

She stated Student Government gave a tour of the campus to various leadership organizations from Livermore.

Lastly, she stated their basketball team made playoffs and will be playing this Friday in Santa Rosa.

**Chabot College Student Senate President, Mr. Zaheer Ebtikar reported on the following items:**

He stated they had a wonderful presentation regarding Flex-Day teaching men of color and going over effective strategies to ensure students at the lower base level are effectively transitioning through Chabot College. He thanked VP Kritscher as he was very pivotal in the movement.

He stated 2 weeks ago the Facilities Master Plan Meeting was held where the MIG Consultants talked to the Senate regarding the proposal for the new Bond Measure to see what projects will move forward. He stated the Senate was very prepared and active in the conversation and they shared lots of great ideas. He also stated, he is hopeful they capitalize on this Bond and not wait on projects that are desperately needed for the students of their campus. He emphasized to the MIG consultants regarding infrastructure plans for the District office and if any Bond money were going to be spent on the District office, and they agreed there would be monies spent on the District office. He then posed the question, why that is the case because the Bond monies is only for the 2 campuses not for the District office? He stated that was on the ballot and that is what was promised to them and he would really like to see these monies spent on students first.

He stated he wanted to discuss the Marketing Plan, Director Nunez did a great job on her Presentation however at this point in time he feels we can’t retain our students and he doesn’t anticipate increasing the attendance at the college because the college is broken on every end and they don’t have the facilities, the infrastructure, faculty, to effectively do anything in terms of providing a quality education. He stated multiple students have had their classes

cancelled and they are articulating this spring. He stated it's concerning to him why we're marketing to get more students when we can't retain the ones we have.

He thanked President Mitzman for attending the MIG meeting last week and encouraged other Board members to attend meetings.

### **GOOD OF THE ORDER**

Vice Chancellor Krista Johns advised the Board that Dr. Charlotte Lofft, President of Chabot-Las Positas Faculty Association, distributed a newsletter prior to the meeting to all Board members.

President Mitzman asked to further discuss Item 3.3 from the Consent Items.

Trustee Gin made a point of clarification, Item C from 3.3: Change to District Classification Plan, Add Director, Community & Business Relations, Range 15, and effective 2/21/18. This position is categorically funded and therefore subject to continued renewal will only be pulled.

#### Motion No. 3

Trustee Maduli made a motion, seconded by Trustee Gin to pull Item C (Change to District Classification Plan) from Agenda Item 3.3.

Motion carried unanimously, 6-0, with Trustees Gelles absent.

Trustee Maduli asked to further discuss Item 4.7 from the Consent Items. He asked what criteria the committee uses to select the funded Sabbatical positions and Chancellor Jackson asked the presidents to address this, as this is a decision that is made on the campus. Trustee Maduli, also asked who makes the final decision of the Sabbatical. President Sperling responded, according to the District wide process there are committees at each campus that meet collectively by telephone conference. She stated these committees are made up of the Vice President of Academic Services on the Administrative side and a number of Faculty members. Both colleges collaborate in reading and vetting; recommendations are forwarded to the College Presidents then to the District. She emphasized the faculty at both campuses are extremely thorough with each proposal and often they are returned for particular answers and corrections. Interim President Bennie stated this process is contract driven and is very clear on the contract who is on the committee. There is a Sabbatical Handbook that is a spin off from the contract. She stated this handbook has timelines, what forms are due as it moves through the process which includes the criteria. Trustee Maduli asked for further clarification. Should 5 people be selected for Sabbatical and there are 8 faculty that are not selected, or funded and of the 5, 2 faculty are from the same division discipline with the same stated purpose to whom Interim President Bennie stated when it comes to the prioritization of how faculty are selected that is done by years of service. Trustee Maduli asked if we can afford to have 2 faculty from the same discipline gone at the same time when we're all having difficulty with faculty, Interim President Bennie answered, the sabbaticals that are being

looked at weren't ranked next to each other, the money spent on sabbaticals are contract driven and it lives in its own account and that is how they are awarded, to whom Interim President Bennie replied they are Full Time Temporary replacements in which that too is an option. Trustee Maduli stated, the proposal for the activity member would have a lot more weight than the 8 faculty that were not selected, he stated he is troubled by 2 of the same discipline going out at the same time at the same college to whom, Interim President Bennie stated at our District, we don't rank the project by the merit.

Trustee Gin stated we should not jeopardize this program as there are some very legitimate applications requesting sabbatical leave.

Chancellor Jackson suggested if this is something based upon what the Board has approved you can add a motion to the item, you can add that should you chose.

Trustee Maduli stated it is his understanding this is bound by contract in which we should follow the contract, but moving forward we need to revisit the merit and activity as opposed to just denying it.

Trustee Randolph asked, does this mean no sabbaticals?

President Mitzman stated a revote will be done.

Motion No. 4

Trustee Gin made a motion, seconded by President Mitzman that in the future, the District consider additional criteria for sabbatical leaves, Agenda Item 4.7.

AYES: Dvorsky, Gin, Mitzman, Randolph, Vecchiarelli

NOES:

ABSTENTIONS: Maduli

ABSENT: Gelles

Ms. Laurie Dockter commented she was glad the revote was taken, as people that have worked hard and have the opportunity for a Sabbatical should get to take it.

Motion No. 5

After noting the Board had not had enough time to review, President Mitzman made a motion, seconded by Trustee Vecchiarelli to table Agenda Item 9.1 Resolution No. 10-1718 Trustee Absences until the next meeting.

Motion carried unanimously, 6-0, with Trustees Gelles absent.

## **10.0 REPORTS- SENIOR LEADERSHIP AND TRUSTEES**

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

**Ms. Roanna Bennie (Interim President), Las Positas College reported on the following items:**

She introduced Interim Vice President, Dr. David Johnson.

She stated the campus is enjoying a wonderful semester of activity in every corner of the campus from Guided Pathways to Job Fairs, Internship and Club Weeks and all the activities that go with a lively and vibrant campus.

**Dr. Susan Sperling, President, Chabot College reported on the following items:**

She welcomed Dean Dr. Jamal Cooks and congratulated interim VP Dr. David Johnson.

She reported it has been 6 years since she was appointed President and makes her the longest surviving Chabot President, outside our founder Dr. Reed Buffington which was with the college and District for 20 years. She stated Chabot has confirmed the highest number of degrees given in over 27 years and graduation rates have doubled over the years. She also stated Student satisfaction is at its highest in over 20 years. All of these metrics depend entirely of the work of a village, shared governance leadership from the student senate, faculty professional senate, to the classified professionals which has been increasingly important in consultant of processes. She thanked her team of Vice Presidents that have been instrumental to the successes. She also stated the returned ratio of Full Time Faculty and Classified Professionals are at the pre-recession numbers, which has been a very important milestone over the past few years. The college continues to build upon on its nationally renowned Guided Pathways. She stated Chabot was doing Guided Pathways before Guided Pathways was invented as the newest education lexicon.

### **CHANCELLOR REPORT**

Chancellor Jackson introduced Manager of Emergency Preparedness and Work Place Safety, Mr. Jim Yolk. She provided his background with Santa Clara County Fire Department, San Diego County of Education and American Red Cross. She mentioned he has been on disaster preparedness in the field. She stated he has written safety plans and trained employees. She stated he will give a presentation at our next Study Meeting on Safety.

She also welcomed Dean Cooks and Interim VP Johnson.

She thanked VC Krista Johns and CTO Jeannine Methe for their efforts in coordinating our first Student Success Technology Vendor Fair, February 26<sup>th</sup> from 1pm-4pm. She stated we are focusing on technology and what other colleges are using to move us further on and some of the advantages that are out there.



She stated she has concluded her Listening Sessions at LPC, met with Academic Senate and is waiting for an invitation to meet with the Student Senate. She stated she has Chabot College coming up next week and once they've been concluded she will recap all sessions and put it in the Newsletter. Lastly, she stated one thing that has come out of these sessions is miscommunication.

She applauded LPC with their OEI which has been one of the hot topics with the budget that is coming down is the 115 college which will be online. She stated a meeting with the CEO Board is coming up which is out on the List Serv and the finance people are discussing as this will be indirect competition with our online programs. She stated this is something that we need to move that way and this is something that the Governor wants and the money is being thrown that way so it will most likely happen.

Lastly, she congratulated President Sperling on her anniversary.

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

Student President Ebtikar stated his statement previously was misconstrued, he stated he did not in any way mean to say Chabot College Faculty Staff or Administration is lacking in any sense, they've been doing a phenomenal job with working with the resources that they have, they are just looking for more District support and the District Leadership Team to move forward and help cover the deficit so they don't have to put off the problems of the future.

Las Positas Student Trustee Chris Romero stated he apologizes for not attending the last 2 meetings as he has been moving and taking care of personal items.

Trustee Maduli thanked Todd Stefan for putting on the Veterans Workshop and there were quite a lot of colleges represented. He stated he attend the National Legislative Summit in Washington, DC last week and had a chance to meet with Senator Feinstein's staff to discuss Higher Ed Pre Authorization. He stated a part that concerns him is the Financial Aid Formula that is being instituted and would have detrimental impact on. He stated another topic he approached the staff with was DACA and noted Senator Feinstein would like to hear from the DREAMERS via her website. Lastly, he stated they discussed workforce and the department of labor is developing grants in that area.

Trustee Randolph stated she recently visited Chabot and thanked the faculty and President for giving a tour of the STEM, Dentistry, Welding and Nursing areas and the warm welcome. She also thanked Director Nunez for her presentation.

Trustee Gin thanked Chabot for hosting the New Year's celebration. He stated this is the Year of the Dog.

Trustee Vecchiarelli asked Chabot Student President Ebtikar is their not adequate courses for our students to advance, which he replied, the majority of the problems are in the STEM

area with classes being cut. He stated in terms of other STEM classes they've had to open new sections towards the end of the registration period. He stated several senators are currently taking classes at Laney and Ohlone, and he personally is taking classes at Foothill as they are not being offered at Chabot. Trustee Vecchiarelli stated, this needs to be addressed. Interim President Bennie stated, a class can't be held with only 5 students, sometimes there are other factors that are apparent. Trustee Vecchiarelli then commented, we have a responsibility to offer these classes, it's hard for someone to go through a program and not have the classes they need.

Trustee Mitzman closed the meeting in memory of the terrible tragedy in Florida.

**ADJOURNMENT**

Motion No. 6

Trustee Vecchiarelli made a motion, seconded by Trustee Gin to adjourn the meeting at 8:25 p.m.

Motion carried unanimously, 6-0, with Trustees Gelles absent.

**NEXT MEETING**

The next Meeting of the Board is a Regular Meeting scheduled for March 20, 2018 at the District Office.

Minutes prepared by:

\_\_\_\_\_  
Debra Nascimento  
Recording Secretary

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