



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

**MINUTES
September 8, 2020**

PLACE

Chabot-Las Positas Community College District, 7600 Dublin Blvd, Dublin Ca 94568. Due to the current pandemic and social distancing restrictions, this meeting was held through Teleconference, Zoom.

CALL TO ORDER

Board President Maduli called the regular meeting to order at 5:30 p.m., Recording Secretary Debra Nascimento called the roll.

PUBLIC COMMENTS

There were no Public Comments offered at this time.

CLOSED SESSION

Motion No. 1

Motion made by Trustee Heredia and seconded by Trustee Granger, the Board immediately adjourned to Closed Session at 5:31 p.m. Trustee Gin was absent.

Motion carried unanimously, 5-0.

Motion carried by the following roll call vote:

AYES:	Granger, Heredia, Maduli, Randolph, Sbranti
NOES:	None
ABSENT:	Gin
ABSTENTIONS:	None

OPEN SESSION

The Board re-adjourned in Open Session at 6:30 p.m. Recording Secretary Debra Nascimento called the roll.

ATTENDANCE

Members Present:

Trustee Dr. Hal G. Gin
 Trustee Linda Granger
 Trustee Maria Heredia
 Trustee Mr. Edralin "Ed" Maduli
 Trustee Ms. Genevieve Randolph
 Trustee Mr. Tim Sbranti
 Student Trustee Mr. Frank Polanco
 Student Trustee Mr. Weixian Lin

Recording Secretary:

Ms. Debra Nascimento

Managers Present:

Mr. Ronald Gerhard, Chancellor
 Dr. Susan Sperling, President, Chabot College
 Dr. Dyrell Foster, President, Las Positas College
 Dr. Jamal Cooks
 Dr. Theresa Fleischer Rowland
 Mr. Wyman Fong
 Mr. Bruce Griffin
 Ms. Guisselle Nunez
 Dr. Stacy Thompson
 Dr. Jeanne Wilson

Others Present:

Ms. Sarah Thompson, President, Las Positas College Faculty Senate
 Mr. Miguel Colon, President, Chabot College Faculty Senate
 Ms. Noell Adams, President, Chabot College Classified Senate
 Mr. David Rodriguez, President, Las Positas College Classified Senate
 Mr. David Fouquet, President, Faculty Association

REPORT OUT: ACTION TAKEN IN CLOSED SESSION

No action taken.

1.5 PLEDGE TO FLAG

Student Trustee Polanco led the pledge.

Trustee Gin arrived at 6:30 p.m.

1.6 PUBLIC COMMENTS

Mr. Todd Steffan, Veterans First Program, Las Positas College invited the Board to the 9/11 Remembrance event. He stated although, COVID-19 has changed our normal lives, we should not and will never forget the heroes and victims of September 11, 2001. He stated US Marines Retired Lt. Col. Robert J. Darling will be the guest speaker.

1.7 APPROVE CONSENT ITEMS (cc)

Motion No. 2

Trustee Gin made a motion, seconded by Trustee Sbranti, to approve the Consent Calendar.

Motion carried unanimously, 6-0.

Motion carried by the following roll call vote:

- AYES: Gin, Granger, Heredia, Maduli, Randolph, Sbranti
- NOES:
- ABSENT:
- ABSTENTIONS

The following items were approved on the Consent Calendar:

3.0 PERSONNEL

- (cc) 3.1 Classified Personnel
- (cc) 3.2 Management Personnel

4.0 EDUCATIONAL SERVICES

- (cc) 4.1 Approval of College and Career Access Pathways Partnership Agreement for Dual Enrollment between Leadership Public Schools and Chabot Las Positas Community College District, Chabot College
- (cc) 4.2 Approval of College and Career Access Pathways Partnership Agreement for Dual Enrollment between New Haven Unified School District and Chabot Las Positas Community College District, Chabot College
- (cc) 4.3 Approval of Contract between Community Association for Preschool Education (CAPE), Inc. and Chabot-Las Positas Community College District, Chabot College
- (cc) 4.4 Approval of Memorandum of Understanding (MOU) – California School-Age Consortium (CalSAC) and Chabot-Las Positas Community College District, Las Positas College
- (cc) 4.5

Approval of Memorandum of Understanding (MOU) – Castro Valley Unified School District and Chabot-Las Positas Community College District, Chabot College

5.0 BUSINESS SERVICES

- (cc) 5.1 Approval of Commercial Warrant Registers
- (cc) 5.2 Approval of Payroll Warrant Registers
- (cc) 5.3 Acceptance of Grant Agreement from Community Initiatives – Immigrants Rising California Campus Catalyst Fund for Chabot-Las Positas Community College District – Chabot College
- (cc) 5.4 Acceptance of Memorandum of Understanding between the City of Hayward (COH) and the Chabot- Las Positas Community College District- Chabot College- for Emergency Food Distribution
- (cc) 5.5 Approval New Agreement Addendum– Tiburcio Vasquez Health Center for the Nursing Program, Chabot College
- (cc) 5.6 Approval of Memorandum of Understanding (MOU) – Inclusion focused Professional development collaboration between Alameda County Office of Education and CA Early Childhood Mentor Program, Alameda County Office of Education Inclusive Early Education Expansion Program Grant (IEEEP)
- (cc) 5.7 Approval of Agreement – Fremont Hospital, Fremont, CA and Chabot College, Health Programs, i.e. Nursing, Medical Assisting, Paramedic and Emergency Medical Technician

6.0 FACILITIES PLANNING AND DEVELOPMENT (No Items)

- (cc) 6.1 Approval of Final Change Order with Nema Construction for the District-Wide Exterior Lighting Project at Las Positas College
- (cc) 6.2 Authorization to File Notice of Completion with Alameda County Clerk Recorder’s Office for the District-Wide Exterior Lighting Project (Project No. B200175) at Las Positas College
- (cc) 6.3 Contract amount correction with Rudolph & Sletten for the Library & Learning Connection Building Project at Chabot College

7.0 ECONOMIC DEVELOPMENT/CONTRACT EDUCATION (No Items)

8.0 INFORMATION AND DISCUSSION ITEMS (No Action)

- 8.1 Informational Personnel Reports
- 8.2 2019-20 Chabot Annual Distance Education Report
- 8.3 2019-20 Las Positas Annual Distance Education Report
- 8.4 Project Progress Report for Library, Learning Connection Building, Design Phase, Chabot College

9.0 OTHER ACTION (No Items)

10.0 REPORTS- SENIOR LEADERSHIP AND TRUSTEES

- 10.1 Presidents of Chabot College and Las Positas College

- 10.2 Chancellor
- 10.3 Recognitions
- 10.4 Trustee Reports and/or Official Communications

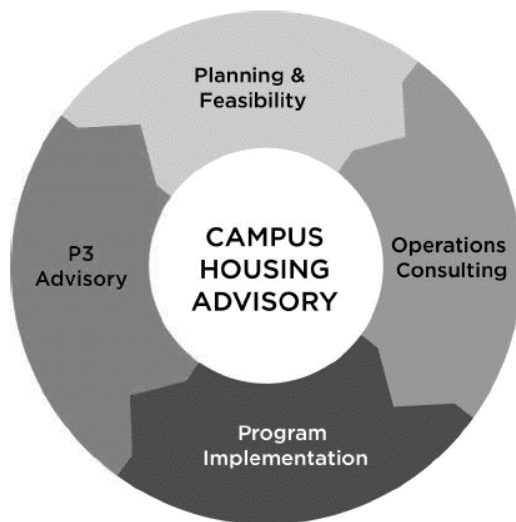
GENERAL FUNCTIONS

1.8 APPROVAL OF MINUTES OF AUGUST 8, 2020, RETREAT APPROVAL OF MINUTES OF AUGUST 18, 2020, REGULAR MEETING

1.9 PRESENTATION: STUDENT HOUSING

Chancellor Gerhard introduced Vice Chancellor Owen Letcher and the Scion Group, Ms. Ann Volz, Ms. Chelsea Metivier and Mr. Peter Hofman who gave the following presentation:

INTRODUCTION



- Campus housing- Only focus since 1999
- Experience with 250+ campus markets throughout North America; 34 community colleges nationwide and 12 in California
- Approximately, 30% of our current clients are two-year colleges and/or institutions considering housing for the first time
- Own and manage 58,000 student housing beds allowing the use of real-time operational data and benchmark's
- Scion is not a developer
- Collaborative approach that utilizes appropriate market data and precise analyses so that our clients can make the most informed decisions
- Interdisciplinary resources of Scion's professionals include backgrounds in finance and economics, on-campus residence life and operations, planning, research, research and owner's representation
- Offices in Irvine, California; Chicago, Illinois; Washington, D.C; Dallas, Texas & Toronto, Canada

HOUSING STUDY GOALS

1. Determine student demand for housing & unit preferences
2. Understand student cost tolerances
3. Analyze off- campus market
4. Gauge College and District readiness

- 5. Evaluate financial feasibility
- 6. Implementation Plan

DISTRICT AND CHABOT COLLEGE PARTICIPATION

Mr. Owen Letcher, Vice Chancellor Facilities, Bond Program & Operations
 Dr. Theresa Fleischer Rowland, Vice Chancellor, Educational Services & Student Success
 Dr. Susan Sperling, Chabot College President
 Dr. Matthew Kritscher, Vice President, Student Services
 Mr. Ron Billy, Security Supervisor
 Dr. Jeanne Wilson, Dean of Special Programs & Services
 Dr. Stacy Thompson, Vice President Academic Services
 Ms. Christine Herrera, Senior Administrative Assistant
 Ms. Kirti Reddy, Executive Assistant
 Mr. Dale Wagoner, Vice President, Administrative Services & Dean of Health, PE & Athletics
 Student Senate Representatives
 Mr. Robert Pinkney, Alumnus of Chabot and SBBC (Striving Black Brothers Coalition)

DISTRICT AND LAS POSITAS COLLEGE PARTICIPATION

Mr. Owen Letcher, Vice Chancellor Facilities, Bond Program & Operations
 Dr. Theresa Fleischer Rowland, Vice Chancellor, Educational Services & Student Success
 Dr. Dyrell Foster, President
 Diane Brady, Vice President of Administrative Services
 Dr. Kristina Whalen, Vice President of Academic Services
 Mr. William Garcia, Vice President of Student Services
 Ms. Angela Lopez, Director, Child Development Center
 Dr. Amy Mattern, Dean of Academic Services, Arts & Humanities
 Dr. Nan Ho, Dean of Academic Services, Science Technology, Engineering & Mathematics
 Mr. Ken Cooper, Executive Director, LPC Foundation
 Mr. Steve Gunderson, Manager, College Technology Services
 Dr. Stuart McElderry, Dean of Academic Services, Business, Social Science, and Learning Resources
 Ms. Vicki Shipman, Project Manager, Certificate Programs
 Ms. Tamica Ward, Dean of Enrollment Services
 Mr. Rajinder Samra, Director, Research, Planning & Institutional Effectiveness
 Student Senate Representatives

STRATEGIC OBJECTIVES

- | | |
|---------------------------|--------------------------------|
| Chabot College | • Community Engagement |
| • Inclusion & Access | • Innovation & Problem Solving |
| • Student Retention | |
| • Financial Accessibility | Las Positas College |

- Diversity & Trans-culturalism
- Student Engagement
- Student Recruitment
- Student Retention
- Financial Accessibility

WHY HOUSING, WHY NOW?

Housing Costs

- High housing costs, because of proximity to San Francisco
- Low vacancy rates, limited supply of housing for students
- 40% of Chabot students 39% of Las Positas students report challenges finding housing within a reasonable commute to campus
- All students indicated cost is their number one priority when determining where to live

Recruitment & Retention

- 95% of Chabot students and 93% of Las Positas students believe offering student housing is important for attracting future students
- 93% of Chabot and 91% of Las Positas students believe offering housing is important for retaining future students
- 8% of single students and 10% of students with families at Chabot and 7% of single and 8% of students with families at Las Positas indicated they planned to leave their college because of high housing costs

Engagement

- Increase student and faculty/staff engagement in campus activities
- Increase opportunities and strengthen relationship with community stakeholders
- 64% of part-time students with families at Chabot and 53% and 59% respectively at Las Positas indicated some level of interest in enrolling full-time if housing were available

READINESS FOR HOUSING

Institutional Readiness

- Student housing would advance strategic objectives
- Faculty & staff are dedicated to supporting the whole student and believe housing would support their efforts
- Stakeholders expressed support of housing and acknowledgment of the transformative impact it would have on campus

Chabot Student Readiness

- 3% if students reported some level of housing insecurity
- 68% of single students and 77% of students with families indicated interest in living on campus
- 8% of single students (11% of students with families) who expressed some level of interest in housing also shared they plan to leave campus because of local housing costs

Las Positas Readiness

- 2% of students reported some level of housing insecurity
- 67% of single students and 83% of students with families indicated interest in living on campus
- 8% of single students (9% of students with families) who expressed some level of interest in housing also shared they plan to leave campus because of local housing costs

INTEREST IN HOUSING

If one of the unit types you ranked had been available for the 2019-20 academic year, would you have lived there?

Housing Interest	Chabot College		Las Positas College	
	Single Students	Students with Families	Single Students	Students with Families
Yes	68%	78%	67%	83%
Maybe	22%	13%	20%	10%
No	10%	10%	13%	8%

DEMAND FACTORS

Scion considered several factors when calculating demand, including but not limited to:

- Enrollment status
- Students living with a partner and/or dependents(s)
- Current living situation
- Student age
- Cost tolerance and affordability
- Off-campus market conditions
- Quantifiable interest in campus housing, as demonstrated in student survey

DEMAND CALCULATION REVISION

Completion of the preliminary demand calculation and financial analysis determined the survey tested rates would likely not produce a financially feasible project.

Scion adjusted the demand to be reflective of the required rents for a feasible project. This lowered the demand from the original calculation.

DEMAND SUMMARY –CHABOT COLLEGE

Enrollment Status	Single Student Housing Demand (Beds)		Family Housing Demand (Units)
	Traditional Housing Scenario	Apartment Housing Scenario	
Full-Time (12+ Units)	414	377	93
Part-Time (6-11.5 units)	359	279	106

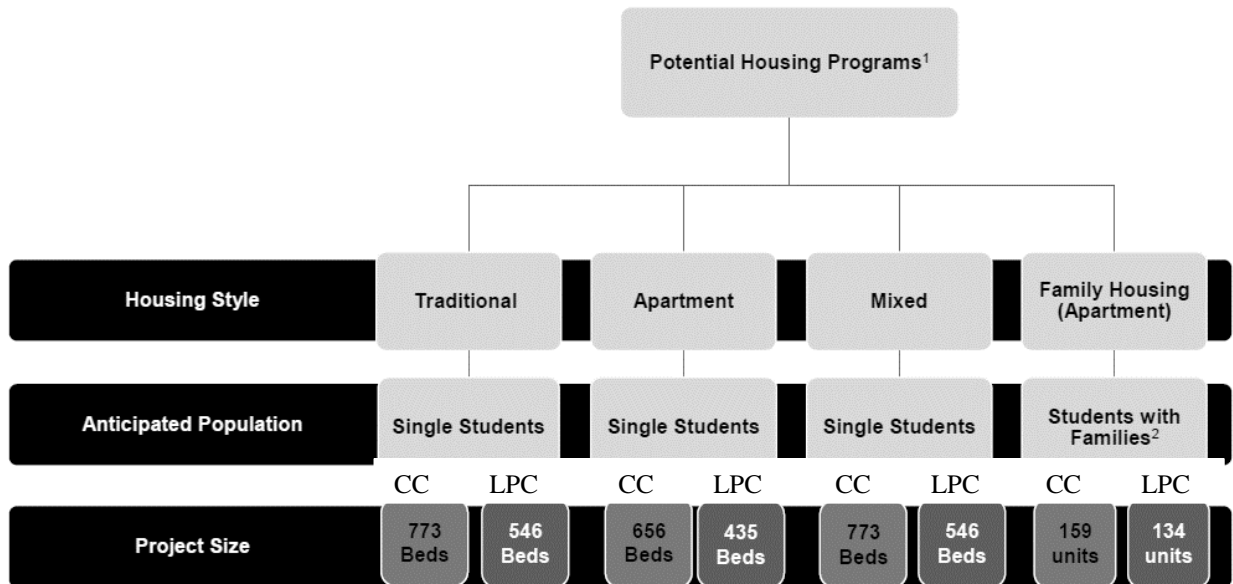
Full- Time (12+Units) and Part-Time (6-11.5 units)	773	656	199
Part-Time (0.5-5.5 units)	168	120	50
Total- All Students	941	776	249

DEMAND SUMMARY –LAS POSITAS COLLEGE

Enrollment Status	Single Student Housing Demand (Beds)		Family Housing Demand (Units)
	Traditional Housing Scenario	Apartment Housing Scenario	
Full-Time (12+ Units)	330	259	62
Part-Time (6-11.5 units)	216	176	71
Full Time (12+Units) and Part-Time (6-11.5 units)	546	435	133
Part-Time (0.5-5.5 units)	55	51	8
Total- All Students	601	486	141

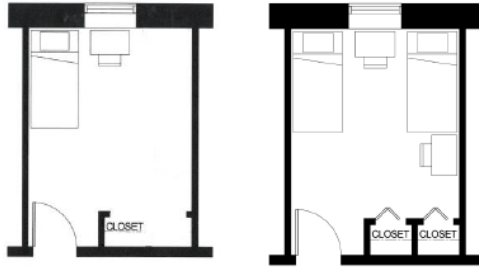
FINANCIAL ANALYSIS- POTENTIAL HOUSING PROGRAMS

These programs projected financial feasibility through a public-private partnership



FLOOR PLANS

Traditional Program



Single Occupancy

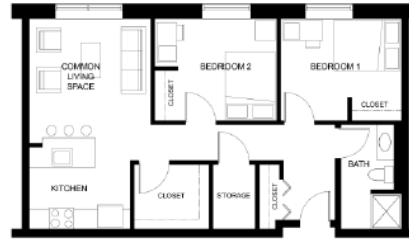
Double Occupancy

Apartment Program



Studio Apartment

One-Bedroom Apartment



Two-Bedroom Apartment

FINANCIAL ANALYSIS ASSUMPTIONS

ELEMENT	P3 SCENARIOS
Loan Term	40 Years
Interest Rate	4.5%
Hard Cost PSF	\$450 PSF-Escalated to \$493 PSF
New Construction Start	10/1/2022
Construction Duration	23 months
Management Fee	4.0%
District Support	Subordinated between 22% and 25% of operating expenses for all tested programs
Effective Occupancy	92.5%-Single Student Program 94%-Family Student Program
Summer Revenue	5% of Gross Potential Rent of Single Student Program 0%-Family Student Program
Debt Service Coverage Ratio Requirement	1.20
Revenue YOY Escalation	3.0
Expense YOY Escalation	2.0%

RATE COMPARISON- CHABOT COLLEGE

Unit Type	Median Adjusted ¹ Off-Campus Market Rates – Per Bed	Single Student Programs P3 Rates – Per Bed		
		Traditional	Mixed	Apartments
Traditional (Single Occupancy, 12 Month)		\$1,041	\$1,057	
Traditional (Double Occupancy, 12 Month)		\$917	\$931	
Traditional (Single Occupancy, 9 Month)		\$1,141	\$1,157	
Traditional (Double Occupancy, 9 Month)		\$1,017	\$1,031	
Studio Apartment (12 Month)	\$1,457		\$1,729	\$1,703
1BR Apartment (12 Month)	\$2,160		\$1,995	\$1,965
2BR Apartment (12 Month)	\$1,298			
2BR (Double Occupancy, 12 Month)			\$1,330	\$1,310

Unit Type	Median Adjusted Off-Campus Market Rates – Per Unit	Family Housing Program P3 Rates – Per Unit
1BR Apartment (12 Month)	\$2,160	\$2,590
2BR Apartment (12 Month)	\$2,596	\$3,330

RATE COMPARISON- LAS POSITAS COLLEGE

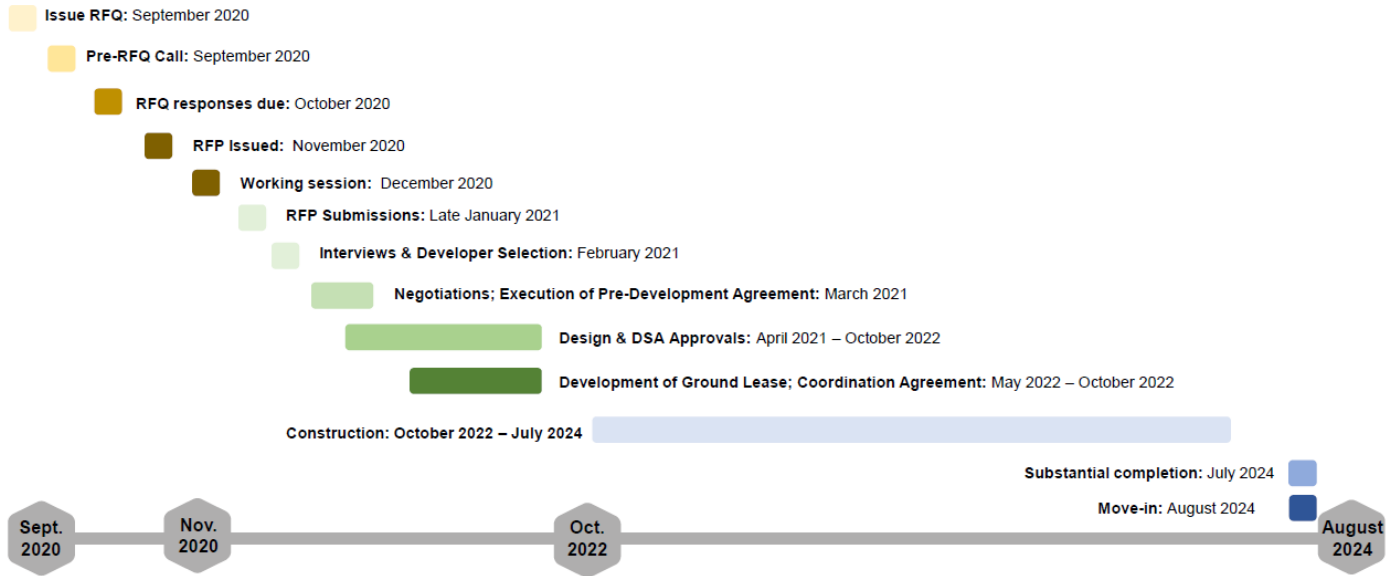
Unit Type	Median Adjusted ¹ Off-Campus Market Rates – Per Bed	Single Student Programs P3 Rates – Per Bed		
		Traditional	Mixed	Apartments
Traditional (Single Occupancy, 12 Month)		\$1,073	\$1,073	
Traditional (Double Occupancy, 12 Month)		\$945	\$945	
Traditional (Single Occupancy, 9 Month)		\$1,173	\$1,173	
Traditional (Double Occupancy, 9 Month)		\$1,045	\$1,045	
Studio Apartment (12 Month)	N/A		\$1,755	\$1,762
1BR Apartment (12 Month)	\$2,177		\$2,025	\$2,033
2BR Apartment (12 Month)	\$1,406			
2BR (Double Occupancy, 12 Month)			\$1,350	\$1,355

Unit Type	Median Adjusted Off-Campus Market Rates – Per Unit	Family Housing Program P3 Rates – Per Unit
1BR Apartment (12 Month)	\$2,177	\$2,590
2BR Apartment (12 Month)	\$2,811	\$3,330

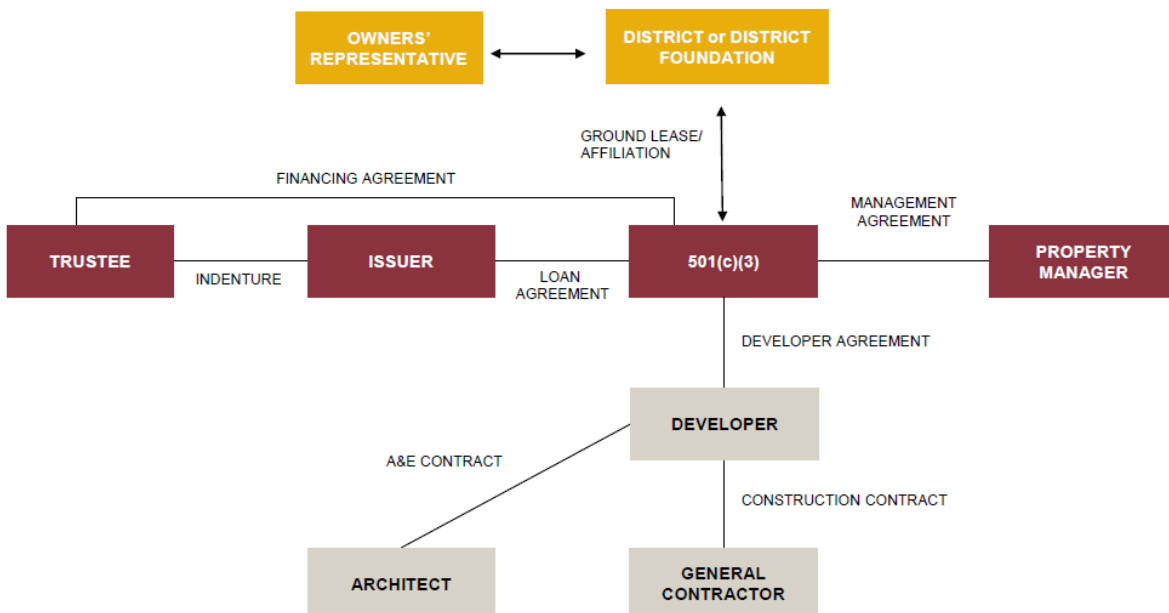
NEXT STEPS

Advance, Pause or Stop	
Site & Partnership Considerations	
Preferred Program	Approvals
Delivery Method	Timeline

Example Project Timeline (Hypothetical Fall 2024 Move-in)



PC OVERVIEW- EXAMPLE P3 STRUCTURE



P3 FINANCING STRUCTURE

P3 FEATURE	P3-501(c) 3 Owned Tax Exempt Financing
Project Control & Risk	Varying levels of control and risk are shared between owner and District throughout the process; District maintains control over major project decisions
Cost of Funds	Mid-range
Project Security	Project revenue
Project Term	30-40 years (length of ground lease, which is tied to term of bonds)
Access to Residual Cash Flow	District
Construction Period Liability	Developer
Operational Liability	Owner (residual cash flow at risk to performance)
Balance Sheet Impact	Depends on support extended by District
Credit Impact	Depends on project performance and mission enhancement
Delivery and Operational Efficiency	Stand-alone operations with District participation in major decision-making enhances efficiency
Project Recapitalization	Project funds 100% of CAPEX needs

PROCESS MILESTONES

- Market and Demand Analysis
- Financial Feasibility Analysis
- Go/No-Go Decision
- RFI
- RFQ
- RFP Interviews
- Negotiations
- Implementation
- Ongoing Management and Residence Life

Questions:

President Maduli stated a project analyst is missing in the presentation. He asked what is the number of beds at each campus and total project cost. VC Letcher stated once the location is determined a total cost of the project will be identified. Ms. Volz stated if the Board moves forward with the delivery of housing a site analyst at both colleges will need to be done. She stated there is more demand at Chabot College than Las Positas College. Mr. Hofman stated they went through the hard costs that make up the

majority of the entire cost of the project as well as soft costs. He stated the costs that were done for Chabot College were between one hundred million to one hundred sixty million depending on the project size. He stated Las Positas costs are seventy-two million to one hundred three million.

Trustee Gin thanked the Scion group for their presentation and stated we are in the infancy phase. He stated he agrees with President Maduli's comments regarding final costs. He stated housing at a 2-year community college is quite appealing.

Trustee Granger asked how many students responded to the survey at each college. Ms. Volz stated 812 at Chabot College and 713 at Las Positas College.

Trustee Granger asked for further clarification on the Financial Analysis Assumptions, District Support; Subordinated between 22% and 25% of operating expenses for all tested programs. Ms. Volz stated subordination is tying the District with the project. She stated in the first few years the project is challenged to allow for the most affordable rents. Mr. Hofman stated financial practice of subordinating are becoming increasingly common with the P3 financing structures especially with colleges and Districts trying to do first time housing. Mr. Hofman stated the subordination that was built in is potentially additional risk to the District; it is a financial lever that has become increasingly new in the P3 space.

Trustee Granger asked if we are not hitting our occupancy rates with the subordination, will the District have to contribute up to 25%. Ms. Volz stated it is the 501C3 owner that goes out for the financing. She stated to get the tax exempt financing it has to be owned by a non per profit entity. Trustee Granger asked what the dollar amount would translate to in terms of expenses for us. Mr. Hofman stated that is in the models and will be forwarded to the Board.

Trustee Granger asked are the rents you displayed feasible for us to make the units' attractive options for students. Mr. Hofman stated the original demand calculation was based on a survey tested rate that did not produce a financially feasible project therefore, the demand was adjusted to reflect a higher per bed rental rate that produced a financially feasible project. Ms. Metivier stated it is important to know with the adjusted demand we wanted to account for the increase in price point that lowered the demand. She added, the adjustment was made to go down to account for the increase in price point that would not have been accounted for in the original demand calculation. Trustee Granger asked to make it financially feasible there is less demand than you originally modeled. Ms. Metivier stated yes.

Trustee Heredia asked where the housing will be located. Ms. Volz stated the study included on campus locations however, other locations have been considered. She stated the demand would be altered if the location was moved miles from campus. She stated if you choose to go off campus for housing, a site acquisition would need to be done and built into the financial analysts. Lastly, she stated that all the numbers that were presented this evening are based around an on campus site. At Chabot College, parking lots E&F were preferred by students responding to the survey, at Las Positas the solar field or parking lot G was preferred by students responding to the survey.

Trustee Heredia asked how a pandemic affects student housing. Ms. Volz stated student housing is experiencing the impact of COVID however, students are continuing to express the need for affordable housing.

Trustee Randolph asked for clarification regarding our Bond not including student housing. VC Letcher stated language under Measure A Bond for Chabot College does not include any form of Student Housing. He stated language under Measure A Bond for Las Positas College does include student dormitories. He stated the colleges have identified and prioritized projects in excess of the total Bond allocation. He stated should we move student housing as a priority, we would be required to go back through shared governance and re-prioritize projects and potentially move academic projects that were previously agreed to by the colleges.

Trustee Randolph asked will the District be financially impacted if we have student housing at both campuses and they are not filled to capacity. Ms. Volz stated yes, if the financial responsibilities are not met there will be risk.

Trustee Randolph asked what the difference is with engagement and readiness and which one has a longer impact on decision. Ms. Metivier stated the engagement percentages represent part-time students that showed interest in enrolling full-time if housing were available.

Trustee Sbranti asked if there is opportunity for multiple partners to be incorporated with the P3. Ms. Volz stated with the tax exception financing there is a caveat stating they must be eligible. She stated when you use affordable housing, fair housing takes place which is based on income and is then made available to anyone in the community. She stated unless it is donor dollars you cannot mix the two funding sources together.

Trustee Sbranti asked is it feasible to have a component of some of these projects be market rate to help make up the deficit that is a potential with one of these P3 partnerships. Ms. Volz stated there are students that attend both Chabot and Las Positas that can afford market rate rent that might choose to live in purpose built campus housing. Trustee Sbranti stated if some faculty and staff were willing to live on campus and pay market rate could in essence help subsidize either the debt service or any operating subsidy. Ms. Volz agreed.

Trustee Sbranti stated another location option is the District office which can help subsidize the housing or use it for faculty and staff. Ms. Volz stated eligible residents do not need to be Chabot and Las Positas students, faculty and staff can be from neighboring institutions serving the educational purpose. She added after the investors have been paid everything else that hits the bottom line is residual cash flow and those are funds to be used at the District's discretion. She stated something to think about that some schools choose to do is re-gift what that bottom line return may be and allocate that as a scholarship.

Trustee Sbranti asked if we put an RFQ out would it address some of the different options in the market research. Ms. Volz stated yes, and on behalf of Scion they would align with the approach suggested.

President Maduli asked are any of the twelve Community College Districts, you are working with, moving towards construction. Ms. Volz stated Orange Coast College is opening September 25th, Santa Rosa College is in final construction documents and Napa Valley College is in design development. She stated there are several other colleges that are in similar stages to where Chabot-Las Positas Community College District is.

President Maduli thanked the Scion group for their presentation.

2.0 REPORTS, FACULTY, CLASSIFIED AND STUDENT SENATES

2.1 PRESIDENTS OF CHABOT AND LAS POSITAS COLLEGES FACULTY SENATES

Las Positas College Academic Senate President, Ms. Sarah Thompson provided the following report:

We continue to experience an enrollment deficit (LPC at -8.6%), following the state and nationwide pattern. While some programs have been decimated by the move to remote learning, others have seen an enrollment increase from last Fall. Looking at these trends is a major factor for Spring scheduling.

The weight and stress of remote instruction and remote learning is beginning to show in our faculty and students (and our staff, I am sure). I am very concerned that we are reaching a level of burn out already. Faculty who were likely to succumb to stress are succumbing to stress, but so are faculty leaders, who tend to be more resilient. The added weight of parenthood, house management, increased work-load, and uncertainty is shaking our foundation. We may need strong interventions to combat this stress or else we will likely see attrition of not only students, but faculty and staff as well.

I was so honored to be part of two great events last week: The Presentation of the Senate Awards (postponed from May) and Classified Appreciation. (Attached is the slide show of Senate Awardees.) The Pineapple Award goes to a staff member who goes out of their way to make our Senate, but particularly its president, look good. This year we wanted to honor Rifka Several for her tireless support. The Enterprise Awards go to the members of the Senate who go above and beyond by serving on committees, acting as liaisons, and leading projects. This year the Scotty Award, for helping us maintain Warp Speed in functionality, went to Computer Science Faculty Bill Komanetsky. The humanitarian McCoy Award, serving on both Educational Master Plan and Accreditation Committees, went to English Faculty Elena Cole. The Spock Award, for excellence in linear thinking and project management, went to Math Faculty Ashley Young. For masterful helmsmanship, the Sulu Award went to Articulation Officer Craig Kutil for navigating us through legal waters. And finally, The Chekov Award, for tactical service, went to Counselor Heike Gecox, who set the record for the number of subcommittees served on in a year. The 10+1 Awards are given to non-Senate members of the community that support the Senate and its charge of the 10+1 professional and academic matters. The 2020 10+1 Administrator Award went to Rajinder Samra, for coming to every Senate meeting, and providing leadership and overall excellence in his role of Educational Master Plan Coordinator. The 2020 10+1 Classified

Award went to Scott Vigallon for his tireless efforts to coordinate the biggest training for professional development in the history of our college (you will hear more of Scott's accolades in David Rodriguez's report). The 2020 10+1 Faculty Award went to Thomas Orf whose leadership and collaboration as our FA Vice President, helped us get so much accomplished, even in a time of crisis.

I was also honored to give our prestigious Service and Teaching Awards – faculty are nominated by their peers for excellence in service and instruction. The Service Awards went to a group this year – the faculty who dropped everything they were doing on March 12 and helped other faculty get their classes online: Nadiyah Taylor (Early Childhood Development), Toby Bielawski (English), Meghan Swanson (English), Drew Patterson (Business), Rajeev Chopra (Business), Irena Keller (Psychology), and Natalie Kellner (Speech/ Forensics/ Communications). The Teaching Award went to part-time Computer Science Faculty member Vicky Austin, who not only demonstrated excellence in teaching her students, but excellence in teaching faculty and faculty mentors through the remote learning transition.

Classified Appreciation was very different event this year. Since we could not hold a “party”, we instead took our cues from high schools across the Bay Area and created an “adopt a Classified” program.

The Classified Professionals were sent a survey of their likes and dislikes, and faculty and administrators both “adopted” an employee to honor. The adopter then put together a gift bag with a card as our sign of appreciation. Then last Wednesday we had a “drive through” where classified could pick up their gift bags and view a video of faculty and administrators clapping for them. A shout out goes to President Dyrell Foster for some very generous donations and helping us deliver the goodies to the cars (and of course, as always, Rifka Several was there to help us out). None of this would have happened without the tireless leadership of Ashley Young, who coordinated the Adopt a Classified Program. She is a rock star. (see PDF)

PROGRESS ON OUR 2020-2021 PRIORITIES:

- 1) Finalizing an educational program development process – We modified the document and will vote on it tomorrow – it will then go to other committees involved in the process, and then to College Council
- 2) Finalizing our remote process on academic honesty/ integrity – an implementation subcommittee was formed to jump start the action map created last year
- 3) Responding to the immediate needs of faculty in terms of remote instruction – fighting fires at every turn
- 4) Educating and leading discussions in preparation for budget reductions. Our Senate has had two presentations on budget – one that I did in the Senate, and the other Anette Raichbart, VP Administrative Services, presented at last week's Town Hall.
- 5) Addressing the issue of semester to semester retention to stabilize enrollments

- 6) Performing equity audits of all scaffolding documents (e.g. curriculum updates and proposals) as well as all Senate processes. A subcommittee has met and has developed recommendations for integrating our equity goals into the curriculum process.
- 7) Collaborating with the Faculty Association in terms of faculty diversification goals. Committee members have been identified and the first meeting is currently being set up.
- 8) Working with our Guided Pathways team on 2020-2021 goals of removing barriers to onboarding and persistence, as well as mapping programs to careers.
- 9) Planning for accreditation.
- 10) Evaluating the feasibility of an Audit option.
- 11) Being an active participant in institutional goals towards transforming our college into the accessible and welcoming place we know we can be.

Chabot College Academic Senate President, Mr. Miguel Colon provided the following report:

On August 13th the State Chancellor issued a memo extending the Temporary Suspension of Various Specified Grade-Related Regulations through September 22nd. The extension gave students the ability to use Pass/No Pass and Extraordinary Withdrawal options for Fall 2020, and also for Summer 2020, which had ended 11 days before the extension was announced. Grades had been submitted and transcripts had been generated.

A special team lead by VC Theresa Fleischer Rowland met several times and put together a plan to help our students utilize these resources. It is important to note, that everyone on this team when voting to support the plan was essentially voting to take on an extraordinary effort that represented a bunch of additional work.

I'd like to offer a Special Thanks to this team for agreeing to work even harder to help our students. They are: Andi Schreiberman, Stacy Thompson, Kristina Whalen, Stacey Followill, Rachel Ugale, Liem Huynm, Bruce Griffin, William Garcia, Paulette Lino, Tamica Ward, Kathy Medina, Matt Kritscher and Sarah Thompson. A special thanks to VC Fleischer Rowland for managing all of the emotions, passions, and personalities.

- August 27th Academic Senate Meeting
- Appointed representatives to the LPC/FA Joint subcommittee on PTF diversity
- Explored challenges with campus bookstore

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

Las Positas College Classified Senate President, Mr. David Rodriguez provided the following report:

Last meeting, I shared with you all my goals as Senate President and our priorities for the year. Today I wanted to share our revised long-term goals for the Classified Senate and our new officer.

Classified Senate Goals (long term; revised)

- Improve Communication and Voice
 - o Strengthen Our Voice within Shared Governance
 - o Clarify Purpose, Goals, and Brand
 - o Consistent, Relevant, and Accessible Updates

- Relevant Dialogue and Meaningful Action
 - o Develop Equitable Participation Within Governance
 - o Facilitate Inter-Departmental Communication
 - o Increase awareness of available resources for students
 - o Relevant discussion and updates on college matters, esp.:
 - Safety and emergency preparedness,
 - College funding and budget, and
 - Reducing barriers for students

- Support a Professional Development
 - o Share Best Practices
 - o Promote a campus culture of professional development
 - o Promote activities for Career and Educational Development

- Promote Networking and Wellness Activities
 - o Promote relationship and community building
 - o Recognize and Acknowledge Colleagues
 - o Encourage healthy work environments

- Classified Senate Officers for 2020-21
 - o David Rodriguez, President
 - o Jean O'Neil-Opipari, Vice President of Activities
 - o Daysi Valle, Treasurer
 - o Amanda Ingold, Secretary
 - o Carmen Maria Ortiz, Ambassador
 - o Vacant positions: VP of Communications, VP of Fundraising, Ambassadorships (3)

Chabot College Classified Senate President, Ms. Noell Adams provided the following report:

PRESIDENTIAL PRIORITIES:

- Engaging classified professionals in the decision-making process
- Supporting and strengthening professional & leadership development opportunities for classified professionals
- Providing and supporting opportunities for classified professionals to make an impact in our community

RECENT CLASSIFIED SENATE ACTIVITIES:

1. Members of the Classified Senate have joined forces with Student Senate, Political Science Professor Jessica Gallucci, Vice President Matt Kristcher, and Director Arnold Paguio to

establish the Chabot Voter Action Committee. Over these next few months, the committee will be outreaching performing outreach to students and employees to increase civic learning, democratic participation, civic engagement, and voter turnout in our community, and to celebrate Constitution Day and National Voter Registration Day.

2. Last week, members of the Classified Senate participated in a follow-up meeting with our Institutional Effectiveness Partnership Resource Team (PRT) to draft our Innovation and Effectiveness Plan for funding. The college will use the funding to:
 - Improve and better integrate planning, budgeting, and resource allocation processes
 - Explore tools that integrate, streamline, and support these processes via program review, outcomes assessment, and curriculum review
 - Continue to refine of our shared governance process via effective communication between the committees and from the committees to the campus
3. At our next Classified Senate meeting on 9/18, we will have a budget presentation by Chancellor Ron Gerhard as well as a presentation on our Education Master Plan Environmental Scan by Dr. Cynthia Gordon da Cruz and Director Samantha Kessler.
4. Over the summer, the State-wide Classified Senate passed a resolution in support of our Black community. Among other things, the State-wide Classified Senate has resolved to advocate at the state level for funding for programs that support our Black community. A full copy of the resolution is posted on their website at: <http://ccccs.org/>

2.3 PRESIDENT OF STUDENT SENATE OF CHABOT AND PRESIDENT OF ASSOCIATED STUDENTS OF LAS POSITAS COLLEGE

Chabot College Student Vice President Senate, Ms. Theresa Podesto reported on the following items:

- Gladiator Day
 - Online for the first time ever
 - Had 40 vendors and over 100 students attending
- Elections/Recruiting
 - Recruiting for Events Coordinator, Secretary, Representatives
 - Met students at New Student Zoom Ins, Gladiator Days, and other events
 - Start interviews this week
- Finalizing College Discount App and hope have that available to students by end of the month
- Started shared governance meetings last week
- Looking forward to attending two upcoming online Leadership Conferences
 - Student Senate for California Community Colleges (SSCCC) Professional Development and Leadership Training
 - Pathways to Equity Conference

Las Positas College Student Senate President, Ms. Saba Salehifar provided the following report:

She reported they had a Student Senate meeting last Thursday and their first Inter-Club Council meeting Friday. She stated they had to postpone their student government elections due to not having a ICC Chair. She stated the deadline to apply for positions on the Executive Board and as a Senator is Friday.

She stated an email will be sent to all students promoting Constitution Day, September 17th. She stated within the email a link to their website will be included highlighting Census, Elections and The Constitution. Lastly, she stated they want to ensure that students know their rights and know the importance of voting especially given the current political climate.

GOOD OF THE ORDER

Ms. Rachel Ugale, Chapter President SEIU, provided the following report:

I hope everyone is doing well, and my sincere apologies for having missed last month's meeting.

I want to start my report with a big thank you to the Trustees and Chancellor Gerhard for item 9.2 on the agenda regarding the adoption of Resolution 02-2021 to support Proposition 15, also known as Schools and Communities First, which was a recurring theme from my prior Board Reports. As you know, there was a big push and a whole lot of advocacy coming from the SEIU California State Council and other education unions like CTA to get Prop 15 qualified, and I am excited to see Chabot-Las Positas CCD's support of this initiative by way of resolution. I am proud to be able to bring this information back to the Local!

Following the success of our general membership meeting during Convocation, we are hosting another meeting this Saturday with our members to follow-up the many conversations that came out of the Q&A that we didn't have time to fully address. COVID-19, our negotiated side letter and telecommuting agreements continue to be at the top of the list of concerns, along with most recently, air quality and the impact to employees who are required to work on-site. We will also go into more depth on the steward training program recently developed by the Local, and our next steps to get our own chapter elections rolled out.

I lastly wanted to take a moment to acknowledge, because we are almost a month into a third semester in pandemic mode, the amazing work of our classified professionals who maintain the "frontline" in so many different forms and who have adapted and continued to serve our community. I'm reminded that we've been operating the way we have as a District for nearly six months and I am so inspired by the creativity and professionalism of my colleagues who continue to persevere under conditions that we couldn't have imagined would have persisted for as long as they have, and will likely continue well into the next year.

Mr. David Fouquet, President, Chabot-Las Positas Faculty Association, provided the following report:

FA officers at both campuses have been working to develop training for faculty performing peer evaluations this semester, specifically with regard to how get it done online. Some issues are easier to sort than others: for instance, the traditional face-to-face form works best for synchronous classes, while the existing DE form is appropriate for synchronous classes. Two issues have required a little more thought, however, for example, what procedure can be followed in lieu of signing physical documents, considering that not everyone has a printer. Another matter is how we'll conduct student surveys, given how those have typically abysmal completion rates online. To that end, the District lined up a couple potential vendors for products that make the surveys harder for students to avoid. We remain hopeful that one of those can be made to work.

I support the District's recent announcement that Spring '21 is to be held mostly online. It seems highly unlikely that a vaccination program will be sufficiently underway to allow us to fully reopen by then, considering how the vaccines currently under testing, require two doses, a month apart. At any rate, it's a positive thing to be able to market the upcoming semester (via the published schedule of classes, etc.) in a way that accurately informs students of what to expect.

This isn't to say this online mode can go on forever; it can't. There are a lot of disadvantaged students out there for whom this mode simply doesn't work. Without question we need to be forward thinking, and need to think carefully through what reopening is going to look like, and how we're going to re-establish our face-to-face presence when it can be done safely.

9.1 ADOPTION OF RESOLUTION NO. 01-2021- AUTHORIZATION TO TAKE ANY AND ALL NECESSARY ACTIONS TO PREPARE AND RESPOND EFFECTIVELY TO THE NOVEL CORONAVIRUS (COVID-19) DECLARING EMERGENCY CONDITIONS EXIST AT LOCATIONS WITHIN THE CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

Chancellor Gerhard stated since the Board approved the previous extension resolution, the only instance in which authority was exercised was on the procurement of laptops and hotspots for students for the fall term.

Motion No. 3

Trustee Gin made a motion, seconded by Trustee Sbranti to approve agenda item 9.1

Motion carried unanimously, 6-0.

Motion carried by the following roll call vote:

AYES: Gin, Granger, Heredia, Maduli, Randolph, Sbranti

NOES: None
ABSENT: None
ABSTENTIONS: None

9.2 ADOPTION OF RESOLUTION NO. 02-2021- CHABOT- LAS POSITAS COMMUNITY COLLEGE DISTRICT RESOLUTION IN SUPPORT OF PROPOSITION 15, THE CALIFORNIA SCHOOLS AND LOCAL COMMUNITIES FUNDING ACT OF 2020 (ALSO KNOW AS THE CALIFORNIA TAX ON COMMERCIAL INDUSTRIAL PROPERTIES FOR EDUCATION AND LOCAL GOVERNMENT FUNDING INITIATIVE 2020)

Chancellor Gerhard stated should this proposition pass at the November 3rd, elections this will not impact the evaluations or property tax assessment for personal property. He stated decimated that this would generate between eight and twelve in a half billion in revenue per year and which a large portion would go to community colleges. He stated he is optimistic the Board will support the proposition and resolution.

Motion No. 4

Trustee Heredia made a motion, seconded by Trustee Granger to approve agenda item 9.2.

Motion carried unanimously, 6-0.

Motion carried by the following roll call vote:

AYES: Gin, Granger, Heredia, Maduli, Randolph, Sbranti
NOES: None
ABSENT: None
ABSTENTIONS: None

10.1 PRESIDENTS OF CHABOT AND LAS POSITAS COLLEGES

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

She stated there are many wonderful things going on at Chabot College including, the matriculation on scholarships of a number of student athletes and continuing success through collaborating with the City of Hayward for feeding hundreds of families and students that are food challenged.

She stated this is a very difficult time to belabor the obvious in bringing our communities to an understanding of very complex factors that need to be confronted as we plan for the sustainability post COVID of our programs. She stated that during her tenure she has never experienced the kind of leadership and level of clarity in communications at the District until now. She expressed her gratitude to Chancellor Gerhard for being transparent to meet with the senates and speak at the town halls at both colleges.

Dr. Dyrell Foster, President, Las Positas College reported on the following items:

He stated through the learning community and president’s tasks force, a work group was established to develop a proactive plan to support our current black students that are not in the Umoja program. He stated by doing this they will ensure students feel connected and engaged to the campus community even within this COVID environment. He stated Ms. Kimberly Burks, Ms. Tracy Coleman, Ms. Lindale Garner Francis, Ms. Amanda Gold and Mr. Terrance Thompson developed a coaching model that will be implemented this fall called, “Connect Up”. He stated each coach will be assigned to ten first year black students and thirty-eight faculties, classified professionals and administrators have volunteered to be a “Connect Up” coach. Lastly, he stated he looks forward to reporting on the progress and outcomes from “Connect Up” as well as all the other commitments that are included in their colleges call to action throughout this academic year.

10.2 CHANCELLOR REPORT

He stated last week in the final hours, the state closed down the remaining bills for this legislation session. He reviewed the three thing’s that impact California Community colleges. First, given circumstances at the state level there is largely no August revision. He stated the colleges and District Business officers are working away making final revisions to a proposed final adopted budget that will be presented to the Board on October 20th. Second, the state amended language regarding instructional materials and how Districts use their restricted proposition 20 dollars. He stated they have broadened the ability or permissible uses now allowing us to use those funds to purchase laptop computers and devices that provide internet access to students and faculty. Lastly, the Lieutenant Governor is now on the State Board of Governors.

He stated Friday he will be participating with President Foster at the Innovation Tri-Valley Leadership Group’s Board meeting and the Tri -Valley Community. He stated that they plan to discuss how we can continue to serve our students during this pandemic as well as highlight some of the ways we have partnered with our community to fill workforce demand. He stated he had a similar opportunity last month with the Silicon Valley Leadership Group.

He stated the Hayward Fire Training Center Groundbreaking is scheduled for September 23rd.

10.3 RECOGNITIONS

He recognized the District-wide taskforces related to COVID. He stated for the past six months the taskforce has been meeting weekly and working tirelessly to move the District forward in the best interest of our students, faculty, classified professionals, supervisors, confidentials and administrators. He stated the taskforce consists of VC Letcher, Ms. Nunez, Mr. Betts, Dr. Kritscher, Dr. Cooks, Mr. McMullen, Ms. Ho, Dr. Whalen and Dr. Thompson.

He recognized Dr. Sperling, Dr. Thompson, VC Letcher, Dr. Lima, Mr. Buell and City Manager Ms. McAdoo for “locking arms” and working together the past three years on the Hayward Fire Training Center. He stated it is going to be a model project statewide.

10.4 TRUSTEE REPORT AND/OR OFFICIAL COMMUNICATIONS

Trustee Gin echoed Chancellor Gerhard sentiments regarding the Hayward Fire Training Center. He stated he looks forward to more discussions regarding Student Housing. He congratulated and thanked the students of the academic and classified senates for all that they have done and continue to do during COVID.

Trustee Granger thanked the colleges for their Distance Learning reports. She stated it is encouraging and heartening for her to see the focus on students and looking at the impact COVID has made on distance learning. She thanked the senate's and association's leadership for keeping our students and members engaged.

Trustee Heredia echoed her colleagues' sentiments regarding the innovative programs that we are embarking on and the possibility of student housing. She stated she is excited to continue the legacy of Trustee Dr. Marshall Mitzman by joining the Alameda School Board Association, with Trustee Randolph.

Trustee Randolph stated she is excited about the possibility of student housing. She thanked President Sperling for acknowledging the communication and transparency by the Chancellor. She stated as one Board member, she is pleased with the communication and notices the Chancellor sends to the colleges. She thanked President Foster for his communication on "Connect Up" and looks forward to hearing more.

Trustee Sbranti thanked everyone for their great reports and housing presentation. He acknowledged and thanked everyone from the District and both colleges for the materials on the website related to the Year to Career initiative. He stated this gives our students a clear picture of all the different opportunities and various fields that are available.

President Maduli thanked everyone for their reports and presentations.

Student Trustee Polanco stated he is seeing the hard work and commitment everyone is making to provide support and resources to the students. He stated they will be putting together another Market event soon where they will be providing food to students and community members.

Student Trustee Lin expressed his feelings about the importance of getting a flu shot.

ADJOURNMENT

Motion No. 5

Trustee Gin made a motion, seconded by Trustee Heredia to adjourn the meeting at 9:09 p.m.

Motion carried unanimously, 6-0.

Motion carried by the following roll call vote:

AYES: Gin, Granger, Heredia, Maduli, Randolph, Sbranti
NOES: None
ABSENT: None
ABSTENTIONS: None

NEXT MEETING

The next meeting of the Board is a Regular Meeting scheduled for October 20, 2020 at the District Office, Dublin.

Minutes prepared by:

Debra Nascimento
Recording Secretary

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