

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

**MINUTES
August 16, 2011**

PLACE

Chabot-Las Positas Community College District, 5020 Franklin Drive, Pleasanton, California.

CALL TO ORDER

The regular meeting was called to order at 5:05 p.m. by Board President Mertes. Recording Secretary Beverly Bailey called the roll. All Board Members were present at the time of roll.

PUBLIC COMMENTS

There were no Public Comments offered at this time.

ADJOURN TO CLOSED SESSION

The Board immediately adjourned to a Closed Session, which ended at 6:40 p.m.

OPEN SESSION

The Board readjoined in Open Session at 6:45 p.m. Recording Secretary Beverly Bailey called the roll. Student Trustee Nenni was absent at the time of roll.

ATTENDANCE

Members Present:	Trustee Arnulfo Cedillo Trustee Isobel F. Dvorsky Trustee Donald L. "Dobie" Gelles Trustee Hal G. Gin Trustee Barbara F. Mertes Trustee Marshall Mitzman Trustee Carlo Vecchiarelli
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Members Absent:	Student Trustee Daniel Nenni
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Recording Secretary: Ms. Beverly Bailey

Managers Present: Dr. Joel L. Kinnamon, Chancellor
Dr. Celia Barberena, President, Chabot College
Dr. Kevin Walthers, President, Las Positas College
Mr. Jeff Baker
Ms. Julia Dozier
Mr. Wyman Fong
Dr. MaryAnne Gularte
Dr. Ted Kaye
Mr. Jeffrey Kingson
Mr. Robert Kratochvil
Mr. Lorenzo Legaspi
Ms. Marge Maloney
Ms. Jeannine Methe
Dr. Janice Noble
Ms. Danielle Preciado
Dr. George Railey
Mr. Rajinder Samra
Ms. Tram Vo-Kumamoto
Ms. Laura Weaver
Ms. Barbara Yesnosky

Others Present: Ms. Jennifer Adams, Las Positas College
Ms. Joanne Bishop-Wilbur, President, District Classified Senate
Ms. Aylen Campi, Associated Students, Chabot College
Ms. Kathy Kelley, President, Chabot College Academic Senate
Dr. Charlotte Lofft, President, Chabot-Las Positas Faculty Association
Mr. Patrick Lofft
Mr. Amir Salehzadeh, President, Associated Students, Las Positas College
Mr. Mark Smythe, President, S.E.I.U., Local 1021
Mr. Todd Steffan, President, Las Positas College Classified Senate
Ms. Sarah Thompson, President, Las Positas College Academic Senate
Ms. Rachel Ugale, District Services
Ms. Yvonne Wu-Craig, Vice President, Chabot College Classified Senate

PLEDGE TO FLAG

Mr. Todd Steffan led the pledge to the flag.

PUBLIC COMMENTS

There were no Public Comments offered at this meeting.

CONSENT CALENDAR

Trustee Mitzman requested that agenda item 6.1 (Approval of Contract Modification to the Existing Design Contract with Kwan Henmi Architecture Planning, Inc. for the Science & Technology Upgrade & Expansion, Las Positas College) be pulled from the consent calendar. Trustee Gelles requested that agenda items 5.5 (Approval of Collaboration Agreement – Casey Family Programs and the Foster and Kinship Care Education Program, Las Positas College) and 7.1 (Approval of Contract Renewal – County of Alameda Social Services Agency-Children’s and Family Services, Master Contract No. 900035, District-Economic Development) be pulled from the consent calendar, and noted that he also had a question regarding agenda item 6.1.

Motion No. 1

Trustee Dvorsky made a motion, seconded by Trustee Gelles, to approve the consent calendar with the exception of agenda items 5.5, 6.1 and 7.1.

Motion carried unanimously, 7-0.

The following items were approved on the consent calendar:

General Functions

1.8 Approval of Minutes of July 19, 2011 Regular Meeting

Personnel

3.2 Classified Personnel

3.4 Management Personnel

Business Services

5.1 Approval of Commercial Warrant Registers

5.2 Approval of Payroll Warrant Registers

5.3 Approval of Contract Renewal—California Community Colleges Chancellor’s Office for the Tax Offset Program (COTOP)

- 5.4 Approval of Agreement Amendment Renewal—ValleyCare Health System for the Student Health Center, Las Positas College

Facilities Planning and Development

- 6.2 Approval of Award of Contract with Gates + Associates for Re-Design Services for the Campus Boulevard Phase I Project, Las Positas College (Measure B Bond Funds)

TRUSTEE REPORTS AND/OR OFFICIAL COMMUNICATIONS

Trustee Gin expressed that he is ready for a new year and hopes that all had a rested vacation.

Trustee Gelles recognized and welcomed Dr. Charlotte Lofft and Mr. Mark Smythe. He also thanked Ms. Kathy Kelley for her warm welcome towards him at yesterday's Convocation. He expressed that he looks forward to a great year.

Trustee Dvorsky expressed appreciation to everyone who participated in Convocation. She reported that she took a friend, who serves on the Children's Center Advisory Committee at Las Positas College, to tour the Child Development Center at Las Positas College and expressed that it is truly a remarkable center.

Trustee Mitzman expressed appreciation to everyone for yesterday's Convocation, noting that it was very enjoyable. He expressed that it is amazing what everyone is doing with so little resources. He reported that he has provided his fellow Board Members with a copy of the Alameda County School Boards Association's list of activities, and noted that he will keep the Board apprised of any new developments. He reported that he serves as the Vice President of the Association and noted that it is very enlightening to hear what is happening with schools throughout the County. He also reported that he looks forward to the challenges this year and also looks forward to a successful celebration for the 50th Anniversary of Chabot College.

Trustee Vecchiarelli reported that he recently saw a picture of the Las Positas College track taken from the air, which was very impressive. He commended Mr. Kingston and his staff for the recent developments at both Colleges. He also reported that the nurses at Chabot College gave him a tour of the "amazing" new simulated Nursing Lab. Trustee Vecchiarelli also reported that the Chancellor recently came out with the numbers for F-1 and M-1 International Students for the Bay 10 Community Colleges, which he provided. He stressed that the District is third from the bottom with 235 total, which generates an estimated \$1.4 million (approximately \$7,000 per student). He expressed that he would like to see the District increase its International Students to generate revenue and help our budget, noting that there is no cap on revenue generated from International Students.

Trustee Cedillo welcomed everyone back to a new Academic Year. He reported that he was unable to attend Convocation because Marin Community College, where he works, held its opening day of classes on Monday, August 15. He reported that Marin became a non-smoking campus this semester. He reported that attendance at Marin is staying steady, down approximately 25-40 students. He reported that since the college lowered the number of classes available, all classes are at capacity.

LAS POSITAS COLLEGE FOUNDATION

Dr. Kaye submitted a written report to the Board. He highlighted that Sandia Laboratories pledged another \$5,000 for the Textbook Loaner Program, which brings the total for the program at approximately \$70,000 currently. He also reported that the Foundation presented students with \$32,000 to purchase textbooks, leaving approximately \$32,000 in reserve. He also reported that the Board is proud to announce that they presented \$65,000 in scholarships checks to students since August 1.

PRESIDENTS OF CHABOT AND LAS POSITAS COLLEGES FACULTY SENATES

Ms. Sarah Thompson, President, Las Positas College Academic Senate, provided a copy of a PowerPoint Presentation from an Academic Senate Meeting outlining the Senates' Fall 2011 Priorities, Challenges and Changes. She reported that their first priority is to create a College-wide Student Success Plan. She reported that the Board of Governors is proposing revisions in Title 5 in the areas of Prerequisites and "W" apportionment limitations. She also reported that we can expect changes in Title 5 relating to repeatability. She further reported that Las Positas College held a successful College Day today and is looking forward to classes beginning tomorrow.

Ms. Kathy Kelley, President, Chabot College Academic Senate, reported on the College's Fundraising t-shirt sales for the 50th Anniversary, noting that proceeds will go towards funding some of the wonderful activities planned, i.e. concerts, lectures, seminars, Homecoming, and a Gala scheduled for May. She also reported that the first meeting of the Collegial Consultative Conference was held today. She reported that it seems appropriate that the College Faculty re-examines 50 years of institutional history, liberating itself from those things that no longer work. She reported that a topic of discussion is the replacement of the College President. She also reported that over the summer, the Bookstore Committee met and submitted recommendations, which included the possibility of selecting an outside vendor. She noted that many of the companies in contention are for sale. She reported that she believes a consultant has been hired to help in drafting a contract that would be in the College's best interests.

PRESIDENTS OF CHABOT AND LAS POSITAS COLLEGES AND DISTRICT CLASSIFIED SENATES

Mr. Todd Steffan, President, Las Positas College Classified Senate, reported that the Classified Staff were energized with Convocation, noting that the efforts put into Convocation are much appreciated by the Classified Staff. He also expressed that it is exciting to see the faculty and students on campus. He reported that the Classified Senate will discuss its goals at their next meeting.

Ms. Yvonne Wu-Craig, President, Chabot College Classified Senate, reported that Convocation and College Day were successful. She reported that at College Day this year's Linda and Bob Carlson Award was presented to Ms. Lisa Carlsen. She also reported that the Classified Senate collaborated with the Academic Senate on the Collegial Consultative Conference. In addition, the Senate discussed the Presidential Search. She invited Dr. Kinnamon and Dr. Barberena to the Senate's next meeting to review the Senate's recent discussions.

Ms. Joanne Bishop-Wilbur, President, District Classified Senate, reported that Convocation was much enjoyed by all, noting that it was nice to get out of the District Office and meet colleagues and put faces with names. She also expressed that the District Classified Senate looks forward to working together with the Colleges' Classified Senates in the new year. She further reported that the District Business Office is currently working on closing books and working with the auditors.

PRESIDENTS OF CHABOT AND LAS POSITAS COLLEGES ASSOCIATED STUDENTS

Mr. Amir Salehzadeh, President, Associated Students of Las Positas College, reported that the Associated Students is excited and ready for the new year. He reported the Associated Students' leadership is working on the Textbook Loaner Program and will be initiating a new pilot program this semester. He reported that the Program will offer textbooks for check out for the entire semester at a reasonable price. He reported that they are looking forward to improving and expanding the program for the Spring Semester. He thanked the Foundation for their efforts in regards to the Textbook Loaner Program. He also reported that 250 freshmen attended orientation. He also reported on a new program sponsored by ASLPC entitled "Advisory Days", for the first two days of the semester helping students with advice and directions for finding their way around campus. He further reported that he looks forward to working in the area of advocacy.

Ms. Aylen Campi, Associated Students of Chabot College, presented a written report to the Board. She reported that the Associated Students recently completed an 8-week on-line training program, which focused on working and communicating effectively as a team. She

noted that the training course culminated into their Summer Retreat. She reported that the Senate's first meeting is scheduled for September 7, where they will approve their schedule of events. She reported that the Chabot College Cheerleaders attended Cheer Camp in Anaheim, where they received a Spirit Stick and the Superior Award, which is the highest award available. She reported that Gladiator Welcome Day was held today, and the Senate was present to host the event and greet new students, as well as lead campus tours and recruit new members as Senators. She reported that Student Handbooks will be out soon. She reported that ASCC is actively participating in the 50th Anniversary Committee Meetings and helping sell the commemorative t-shirts. She further reported that the Chabot College Student Trustee Elect has been out of the country and is expected to return August 17.

GOOD OF THE ORDER

Dr. Charlotte Lofft expressed that she is sorry to hear that Dr. Barberena has announced her upcoming retirement. She also expressed appreciation for the cards she received while convalescing.

PRESIDENTS OF CHABOT AND LAS POSITAS COLLEGES

Dr. Celia Barberena, President, Chabot College, submitted a written report to the Board. She welcomed back Dr. Lofft. She thanked everyone for coming to Chabot College for Convocation, noting that she hopes everyone enjoyed the food and hospitality. She expressed appreciation to Dr. Walthers for the 50th Anniversary plaque. She drew attention to her report, "The Hotsheet", which is larger than usual. She drew attention to the activities listed on page 11, and specifically "Democracy Day" on September 15, which includes a Law and Democracy Lecture, highlighting guest speaker Bill Lockyer, State of California Attorney General. She reported that she will provide more information as it becomes available. She reported that she would very much like to have a swearing in of new citizens on campus that day. She expressed appreciation to Ms. Weaver for press releases and with designing the 50th Anniversary logo. She drew attention to the many other activities planned, including Homecoming on October 22. She expressed that everyone is excited that classes will begin tomorrow; and congratulated Student Government for a fun Gladiator Day today. She also congratulated Academic Senate for a well-received College Day, and expressed appreciation to Classified Senate for their participation.

Dr. Kevin Walthers, President, Las Positas College, submitted a written report to the Board. He expressed appreciation to Dr. Barberena and Chabot College for an enjoyable Convocation. He recognized two annual awards presented by Las Positas College at the afternoon session at Convocation - Diversity, Equity and Inclusion Award presented to Gilberto Victoria, and the Donald R. Milanese Award for Educational Integrity and

Excellence presented to Karen Kit and Steve Gunderson. He expressed that he is happy to join the Chabot-Las Positas Community College District and looks forward to a great year. He expressed that everyone on the Las Positas College campus is focused on students and not one person has complained about their budget.

CHANCELLOR'S REPORT

Dr. Joel Kinnamon, Chancellor, expressed gratitude to Drs. Barberena and Walthers for a successful Convocation Day. He also expressed appreciation to Mr. Kingston and Mr. Legaspi for their presentations during the morning session. In addition, he recognized the work and contributions of Ms. Weaver and her staff, the Chancellor's Office Staff, Human Resources Office Staff, both College Presidents' Office Staff, IT, Media Services, Maintenance and Operations, and Safety and Security. He also recognized the Jazz Ensemble, which was a joy to hear. Chancellor Kinnamon also drew attention to a photograph of Chabot College in a recent publication of Sustainability Magazine. He expressed that he looks forward to another exciting Fall Semester.

GOOD OF THE ORDER

Dr. MaryAnne Gularte recognized Mr. Jeff Kingston and Mr. Lorenzo Legaspi for receiving the Chancellor's Award.

Mr. Mark Smythe expressed that this year's Convocation was uplifting, noting that he believes that all the great employees of the District are focused on the students' best interests. He recognized that there have been rough times in the past few years, but "those times bring out the worst in bad people but also bring out the best in good people."

APPROVAL OF COLLABORATION AGREEMENT – CASEY FAMILY PROGRAMS AND THE FOSTER AND KINSHIP CARE EDUCATION PROGRAM, LAS POSITAS COLLEGE

Trustee Gelles reported that he pulled this agenda item from the consent calendar for additional information; and expressed appreciation for the larger print of the budget.

Dr. Janice Noble reported that the Foster and Kinship Care Education Program has been going on for quite some time, approximately ten or eleven years. She reported that this particular agreement furthers that relationship in a more formalized manner. She reported that the College has sponsored 200 – 350 small group community programs for new parents, prospective foster parents, and kinship.

Trustee Gelles requested that a presentation on this program be made at a future Board Workshop.

Motion No. 2

Trustee Gelles made a motion, seconded by Trustee Dvorsky, to approve the proposed agreement with Casey Family Programs for the Foster and Kinship Care Education Program, Las Positas College, for the period June 2011 through May 2012. It is further recommended that the Board authorize the Vice Chancellor, Business Services, to execute the agreement on behalf of the District.

Motion carried unanimously, 7-0.

APPROVAL OF CONTRACT MODIFICATION TO THE EXISTING DESIGN CONTRACT WITH KWAN HENMI ARCHITECTURE PLANNING, INC. FOR THE SCIENCE & TECHNOLOGY UPGRADE & EXPANSION, LAS POSITAS COLLEGE

Trustee Mitzman reported that he pulled this agenda item from the consent calendar for further clarification of the additional \$213,207 for an already approved project.

Mr. Kingston reported that in order to take advantage of the weather and maximize the bidding schedule, the District created two phases for this project, a site work bid package and a construction bid package. He reported that this saved the District approximately \$500,000. He reported that when there are weather delays, the District must pay the contractor \$5,000-\$6,000 per day.

Trustee Mitzman questioned the reason for an approximate 20% adjustment of costs. Mr. Kingston reported that two separate bids are expensive but it would have been higher if there had been weather delays. The decision was based on value and completing the project on time. He noted that there were also savings in construction costs.

Trustee Gelles questioned if the project is within the budget scope, to which Mr. Kingston reported in the affirmative. Mr. Kingston reported that the savings on construction were spent on design.

Trustee Vecchiarelli raised the issue of paying the contractor for weather delays, which are "Acts of God." Mr. Kingston reported that under the Public Contract Code, we specify the length of the project and add extra days for owner delays, of which weather is one. He noted that if the contractor is on site longer than estimated due to their fault, the District charges them a per day penalty.

Motion No. 3

Trustee Mitzman made a motion, seconded by Trustee Gin, to approve the proposed Contract Modification to the Existing Design Contract with Kwan Henmi Architecture Planning, Inc. of San Francisco, CA for the Science & Technology Upgrade & Expansion at Las Positas College in an amount not to exceed \$213,207. It is further recommended that the Board authorize the Vice Chancellor, Business Services, to execute the modification on behalf of the District. Funding Source: Measure B Bond Funds

Motion carried unanimously, 7-0.

ADOPTION OF RESOLUTION NO. 02-1112 – AUTHORIZATION TO ADOPT REVISED UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING ACTMotion No. 4

Trustee Cedillo made a motion, seconded by Trustee Dvorsky, to adopt the proposed Resolution No. 02-1112 – Authorization to Adopt Revised Uniform Public Construction Cost Accounting Act.

Motion carried by the following roll call vote:

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

APPROVAL OF CONTRACT RENEWAL – COUNTY OF ALAMEDA SOCIAL SERVICES AGENCY-CHILDREN’S AND FAMILY SERVICES, MASTER CONTRACT NO. 900035, DISTRICT-ECONOMIC DEVELOPMENT

Trustee Gelles reported that he pulled this agenda item for additional information. He noted the interesting dollar amount and questioned if the State Budget changes again, will it impact the grant.

Ms. Dozier reported that this grant is federally funded, which is more solid than the State. She reported that this is a reimbursement contract for up to \$4,298,075 for providing training services. She reported that the County pulled out a piece of the original contract, which was \$4.5 million.

Trustee Gelles reported that he would like to see a budget breakdown on the funds spent from these programs. Ms. Dozier reported that she would provide this for the Board.

Trustee Vecchiarelli questioned the net amount of the \$4.2 million to the District.

Ms. Dozier reported that the reimbursed amount is for the past year. She reported that the net was \$3.011; keeping approximately 20% of that to pay for District expenses. Ms. Dozier expressed appreciation to Chancellor Kinnamon and Vice Chancellor Legaspi for their help on this challenging project. She hopes to come back in the next few months with a similar contract for this year.

Motion No. 5

Trustee Gelles made a motion, seconded by Trustee Gin, to approve the proposed contract renewal for the County of Alameda Social Services Agency-Children's and Family Services, Master Contract No. 900035, District-Economic Development, in the amount of \$4,298,075, for the period July 1, 2010 to June 30, 2011. It is further recommended that the Board authorize the Vice Chancellor, Business Services, to execute the contract on behalf of the District.

Motion carried unanimously, 7-0.

INFORMATIONAL PERSONNEL REPORTS

The Board accepted the Informational Personnel Reports without further discussion.

ADJOURNMENT

Motion No. 6

Trustee Cedillo made a motion, seconded by Trustee Gin, to adjourn the Regular Meeting at 7:50 p.m.

Motion carried unanimously, 7-0.

NEXT MEETING

The next Meeting of the Board of Trustees is scheduled for September 6, 2011.

Minutes prepared by:

Beverly Bailey

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