



BOARD OF TRUSTEES  
OF THE  
PERALTA COMMUNITY COLLEGE DISTRICT  
MINUTES  
FEBRUARY 25, 2014

**CALL TO ORDER (7:00 p.m.)**

**CLOSED SESSION (5:00 p.m.)**

Topics to be discussed include: Conference with Labor Negotiator Largent, Peralta Federation of Teachers, Local 39, and SEIU 1021 (Government Code Â§ 54957.6) Conference with Legal Counsel, Multiple Cases: (Government Code Â§ 54956.9) \* Conference with Legal Counsel (54956.9(a)), Johnson v. PCCD, U.S. District Court, Northern District of CA Case No. C08-4152 \* Conference with Legal Counsel (54956.9(a)), Payne v. PCCD, United States District Court, Case No. C08-03133. \* Conference with Legal Counsel (54956.9(a)), Vogt v. PCCD, Alameda County Superior Court, Case No. RG11-573757. \* Conference with Legal Counsel (54956.9(a)), In re Municipal Derivatives Antitrust Litigation, U.S. District Court, Southern District of New York, Case No. 1:08-cv-02516-VM-GWG. Conference with Legal Counsel, Anticipated/Potential Litigation (54956.9(b)-(c)) (7 cases). Public Employee Appointment - Employment, Performance, Evaluation, Discipline, Dismissal, Release - All Employees (Government Code Â§ 54957). \* Consider ratification of Acting Dean of Special Programs and Grants, Merritt College. \* Consider approval of Associate Vice Chancellor for Student Services and Registrar. \* Consider approval of Interim Vice President of Instruction, Laney College. \* Consideration of future employment opportunities/positions.

**OPEN SESSION (7:00 P.M.)**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

Trustees Brown, Pr\_ Ab\_, GonzÃ¡lez Yuen Pr\_ Ab\_, GuillÃ©n Pr Ab\_, Handy Pr\_ Ab\_, Riley Pr\_ Ab\_, Withrow Pr\_ Ab , and Gulassa Pr\_ Ab\_, Student Trustees Clegg Pr\_ Ab\_ and Li Pr\_ Ab\_.

Present: Student Trustee Li, Student Trustee Clegg, Trustee Withrow, Trustee Gonzalez Yuen, Trustee Gulassa, Trustee Handy, Trustee Riley, Trustee Brown, and Trustee Guillen.

Absent: None.

**REPORT OF ACTION TAKEN IN CLOSED SESSION (7:01 P.M.)**

(Any public employee contracts are subject to contractual agreement by the Chancellor, and provided salaries are for informational purposes only.)

At tonight's closed session, the Board voted to approve the appointment of the following public employee contracts, which are subject to contractual agreement by the Chancellor: 1. The District requests Board ratification of the Chancellor's approval to appoint Lasana Hotep as Acting Dean of Special Programs and Grants, Merritt College, effective January 27, 2014, until the incumbent returns from leave, at \$113,300 annually. AYES: 7 NOES: 0 ABSTAIN: 0 ABSENT: 02. Recommendation to appoint Adela Esquivel-Swinson as Associate Vice Chancellor for Student Services and Registrar, effective February 26, 2014, through June 30, 2016, at \$149,350 annually. AYES: 7 NOES: 0 ABSTAIN: 0 ABSENT: 03. Recommendation to appoint Matthew Jackson as Interim Vice President of Instruction, Laney College,

effective February 26, 2014, through June 30, 2014, or until the position is filled on a regular basis, at \$144,200 annually. AYES: 7 NOES: 0 ABSTAIN: 0 ABSENT: 0

**APPROVAL OF THE AGENDA (Please state the Agenda Item Number and Identify the Issue) (7:02 P.M.)**

At this time, Board members or the Chancellor may request to modify the agenda. Board members may request that items on the consent calendar be removed to be addressed separately on the Action Calendar. Subsequent to the approval of the consent calendar, the items removed from the consent calendar are discussed and voted on separately. Changes to the agenda are to be approved by a majority of the Board. The Board may move to the Action Calendar items with public speakers.

**Agenda**

MOTION: Motion by Trustee Gulassa, second by Trustee Gonzalez Yuen to approve agenda, remove agenda item 23 from the agenda

AYES: Trustee Withrow, Trustee Gonzalez Yuen, Trustee Gulassa, Trustee Handy, Trustee Riley, Trustee Brown, and Trustee Guillen.

NOES: None

ABSTAIN: None

ABSENT: None

The motion passed.

**APPROVAL OF THE MINUTES (7:03 P.M.)**

1. Consider Approval of the Regular Board meeting Minutes of January 21, 2014. Consider approval of the regular Board meeting minutes of January 21, 2014. The minutes are posted on Granicus.

**Minutes**

MOTION: Motion by Trustee Riley, second by Trustee Gonzalez Yuen to approve the Regular Board meeting Minutes of January 21, 2014.

AYES: Trustee Withrow, Trustee Gonzalez Yuen, Trustee Gulassa, Trustee Handy, Trustee Riley, Trustee Brown, and Trustee Guillen.

NOES: None

ABSTAIN: None

ABSENT: None

The motion passed.

**PUBLIC COMMUNICATION (7:05 P.M.)**

At this time, the Board of Trustees will listen to communication from the public on matters that are not on the agenda and are within the Board's jurisdiction. Under provisions of the Brown Act, the Board and District staff are prohibited from discussing or taking action on oral requests that are not part of the agenda, but may respond briefly. A maximum of 15 minutes (up to 3 minutes per individual) will be provided for speakers under this agenda section, at the Board President's discretion. A speaker's card must be completed to request to address the Board. Requests to speak which cannot be honored within the time limit will be scheduled for subsequent meetings in the order received. Persons addressing items included on the agenda will be heard at the time the item is considered, and comments on tangential issues not directly related to the item may be ruled out of order. Cards must be received prior to the Board's consideration of the item and are honored in the order the cards are received. A speaker may yield time to another speaker up to a limit of 6 additional minutes, with no more than 5 speakers on the issue, where both have completed a speaker's card,

and the yielder must identify him/herself to the Board. Speakers are asked to submit any materials to the Board Clerk and shall not approach the dais during meetings. (Please line-up when your name is called.) Further direction is provided in Board Policy and Administrative Procedure 2345 Public Participation at Board Meetings. <http://web.peralta.edu/trustees/board-policies/>

Speaker McMahon questioned management credentials which was prompted by a recent SF Weekly article.

Speaker Goldstein, PFT President spoke on maintaining faculty representation on administrative hiring committees and to amend AP 7123.

Speaker Blake spoke on how it is important we believe in our mission of accreditation standards to ensure continuous improvement.

Speaker Layne shared his thoughts on College of Alameda's ATLAS program. He urged that the Board approve the agenda item.

Speaker Lord shared her support for President Webb and provided the Chancellor with 714 signatures from a petition in support of President Webb.

Speaker Garcia, Executive Director of the Foundation announced that the scholarship program is now available online and there has been success in receiving application from students. Currently 84 students are in the process of the program. Deadline to apply is March 10th. There will also be a golf tournament on May 5th at Sequoia Country Club to raise for scholarship and operational funds. Registration is also available online.

### **REPORTS (7:20 P.M.)**

The Board requests that constituent group reports and presentations be brief and concise, and that only electronic copies be provided for posting. All open session reports and meeting materials have been submitted to the Board electronically, and are available for public viewing on Granicus.

2. [Associated Student Government Reports Representatives of the Associated Student Governments will be afforded an opportunity to address the Board. \(Please provide your Name, College, and Position, and line-up to speak.\)](#)

Speaker Chavez, secretary of Associated Students of Laney College spoke about the town hall series that is held every second and fourth Wednesday of the semester. He also encouraged students to take part in student elections.

Speaker McCarty spoke about upcoming events at Berkeley City College.

Speaker Christian from Merritt College spoke about the upcoming cultural celebration and Merritt's kickoff for black history month. ASMC is concerned with student safety and inactive blue phones around campus. Student elections will be held April 8-9.

Speaker Williams from College of Alameda spoke on four students who will be attending the SSSCC conference in May.

Speaker Wilson, communications officer for student council updated the Board on the Peralta Student Council's Integrated Learning Initiative in conjunction with the ecology festival.

3. Chancellor's Reports      Chancellor's Report Dr. Jos  M. Ortiz      Deputy Chancellor's Report  
John Hendrickson      Vice Chancellor's Reports Budget Update      Interim Vice Chancellor

Rinne Enrollment and Vice Chancellor Orkin Student Services Update General Services  
Vice Chancellor Ikharo Human Resources Vice Chancellor Largent

Chancellor Ortiz updated the Board on the legislative conferences he attended in Sacramento and Washington D.C. In Sacramento, he lobbied for the passage of the governor's budget proposal, in particular, advocating for 3% growth factor. In Washington D.C., he advocated for students and Congresswoman Barbara Lee. From March 4-5, our Peralta Culture Training for manager's will be held with Partners in Leadership (PIL). Chancellor Ortiz also acknowledged the passing of long time employee Jose Pena. He personified the Peralta culture that his is envisioning in serving students.

### **Berkeley City College President Budd**

### **College of Alameda Interim President Gravenberg**

### **Laney College President Webb**

### **Merritt College President Ambriz-Galaviz**

4. Board of Trustees' Reports At this time, the Board of Trustees will report on matters related to attendance at conferences, professional affiliations, and community involvement directly related to their functions as Board members.

Trustee Withrow attended the National legislative summit which included attending a higher public academy, attended a senate congressional forum, competency based education focus and met with Congresswoman Barbara Lee and Senator Barbara Boxer.

Student Trustee Li urged students to apply for the Peralta Community College foundation scholarship program and reminded students about the deadline coming up for the program.

Trustee Brown attended the legislative conference in Washington D.C. She spoke with Republican and Democratic congress on the programs that we have.

Trustee Handy traveled to Washington D.C. to meet with federal legislators and staff and to participate in the Community College National Legislative Summit held by the American Association of Community College Trustees on Tuesday, February 11th and 12th, 2014. The goals and objectives of the trip were to seek legislative support for successful wrap around services for students such as the Maximum Achievement Program ("MAP"), and Ability to Benefit (ATB) where a student that lacks a high school diploma or GED can qualify for Pell Grant by passing a test or completing 6 credits. The Pell eligibility ended in 2012 and Peralta strongly supports restoring the ATB to avoid students having to apply for high cost loans for admission to community college. Also among other priorities was support for veterans' services and education; and waiver of an IRS penalty in for incorrect reporting of recipient Taxpayer Identification Numbers, which occurred not as a result of willful neglect. Our advocacy efforts were bipartisan and included discussion with both Republican and Democratic representatives to find common ground and garner support for educational programs at Peralta many of which reflect the policies and programs advanced by the congressional committees and congresspersons that sit on those committees.

Student Trustee Clegg attended an event on February 1st where several dignitaries were on hand for the unveiling of the stamp of Mentor Shirley Chisholm.

Trustee Riley announced a save the date for the Barbara Lee, Elihu Harris lecture series on Saturday, March 29th at 7:30p.m. at Allen Temple Baptist Church where Martin Luther King III will be the speaker. This is

part of a series that is produced by the Martin Luther King, Jr. Freedom Center in collaboration with Merritt College.

5. District Academic Senate Report Presenter: DAS President Karolyn van Putten

[Report - Dr. van Putten](#)

### **PRESENTATIONS (7:30 P.M.)**

**6. Western Regional Council on Black American Affairs Presentation (5 minutes) There will be a presentation to Dr. ElÃ±ora Webb, President, Laney College.**

7. Program of Distinction Presentation (15 minutes) Presenter: President Ambriz-Galaviz  
The Program of Distinction presentation will focus on the Administration of Justice (AJ) program at Merritt College which is designed to prepare students for employment in entry-level and advanced positions in the public and private sectors. Today's presentation highlights this program of distinction for its contribution to our local communities, its dedication to building partnerships with regional employers, and for the faculty's continuous efforts to extend and broaden the academic and professional opportunities Merritt offers to students through this program.

[Presentation](#)

### **CONSENT CALENDAR (7:50 P.M.)**

All matters listed under the Consent Calendar are considered by the Board of Trustees to be routine or sufficiently supported by back-up information as to not require additional discussion. Consent Calendar items will be enacted by one motion. There will be no separate discussion on these items prior to the time the Board votes on them, unless a Board member requests that a specific item be removed from the Consent Calendar for action and a separate vote. Public comment on Consent Calendar items from anyone completing a card will be heard prior to the Board's vote on the Consent Calendar. All Board approved contracts are subject to final negotiation and execution by the Chancellor.

### **BOARD MATTERS**

MOTION: Motion by Trustee Withrow, second by Trustee Riley to approve the Consent Calendar, including agenda items 1 - 17, 19 - 22 & 24 - 34.

AYES: Trustee Withrow, Trustee Gonzalez Yuen, Trustee Gulassa, Trustee Handy, Trustee Riley, Trustee Brown, and Trustee Guillen.

NOES: None

ABSTAIN: None

ABSENT: None

The motion passed.

8. Consider Approval of Resolution 13/14-47 in Support of Reform of Proposition 13 Presenter: Trustee GuillÃ©n Consider approval of Resolution 13/14-47 in support of reform of Proposition 13. The Chancellor recommends approval.

[Resolution](#)

9. Consider Approval of Board Policy 2510 Participation in Local Decision Making Presenter: Chancellor Ortiz Consider approval of Board Policy 2510 Participation in Local Decision Making. The Chancellor recommends approval.

### [Background Materials](#)

10. First Reading on Proposed Board Policies Presenter: Chancellor Ortiz The Board will conduct a study session on the Board Policies. The following policy is presented for review, and will return to a future Board meeting for adoption: \* BP 2725 Board Member Compensation This policy is in the CCLC template and is new for Peralta.

[BP 2725](#)

[BP 7340](#)

[BP 3250](#)

[BP 4250](#)

[BP 5050](#)

[BP 5130](#)

[BP 7700](#)

11. Consider approval of updated November Board meeting date Presenter: Assistant Brenda Martinez Consider approval of updated November Board meeting date. The current November Board meeting date is November 11th which is Veteran's Day, so it is requested that the date be changed to November 18th. The Chancellor recommends approval.

### [Background Materials](#)

12. Consider Approval of Black History Month Proclamation Presenter: Trustee GuillÃ©n Consider approval of Black History Month Proclamation.

### [Background Materials](#)

13. Consider Approval of Lunar New Year Proclamation Presenter: Trustee GuillÃ©n Consider approval of Lunar New Year Proclamation.

### [Background Materials](#)

## **EDUCATIONAL AND STUDENT SERVICES**

14. Consider Board Approval of a contract addendum to expand Independent Contractor Agreement for Ezequiel Guzman in the amount of \$40,560 to render additional job placement services for the Peralta Achievement Collaborative PAC program at Merritt College. Presenter: President Ambriz-Galaviz Consider Board approval of a contract addendum to expand Independent Contractor Agreement for Ezequiel Guzman in the amount of \$40,560 to render additional job placement services for the PAC program at Merritt College. The initial contract amount totaled \$24,999 for time period 9/1/13 through 6/30/14. The increased amount of \$40,560 brings the total amount for services to \$65,559. The request is due to changes to the MOU agreement with PAC's community partner. Ezequiel Guzman is the lead in PAC's job placement team for Continued Job Placement Services that include the development of Externships in the Allied Health field and continued job placement services in non-subsidized employment. without assistance of community partner and

addition of planning, marketing and coordination of capacity building activities that include an Employer Round Table and Career Fair at Merritt College. All Board recommended contracts are subject to negotiation and execution by the Chancellor. The Chancellor recommends approval. Funding Source: U.S. Department of Labor Grant

[Background Materials](#)

15. Consider Board Approval of a contract addendum to expand Independent Contractor Agreement for Alicia Iniguez in the amount of \$12,810 to render additional job placement services for PAC program at Merritt College. Presenter: President Ambriz-Galaviz Consider Board approval of a contract addendum to expand Independent Contractor Agreement for Alicia Iniguez in the amount of \$12,810 to render additional job placement services for the PAC program at Merritt College. The initial contract amount totaled \$21,000 for time period 10/1/13 thru 6/30/14. The increased amount of \$12,810 brings the total amount for services to \$33,810. The request is due to changes to the MOU agreement with PAC's community partner. Alicia Iniguez assists with providing continued job placement services that include the development of Externships in the Allied Health field and continued job placement services. All Board recommended contracts are subject to negotiation and execution by the Chancellor. The Chancellor recommends approval. Funding Source: U.S. Department of Labor Grant

[Background Materials](#)

16. Consider Board Approval of a contract addendum to expand Independent Contractor Agreement for Chad Thompson in the amount of \$22,200 to render additional job placement services for the PAC program at Merritt College. Presenter: President Ambriz-Galaviz Consider Board approval of a contract addendum to expand Independent Contractor Agreement for Chad Thompson in the amount of \$22,200 to render additional job placement services for the PAC program at Merritt College. The initial contract amount totaled \$20,000 for time period beginning 8/5/13 through 6/30/14. The increased amount of \$22,200 brings the total amount for this contract to \$42,200. Additional Merritt College contracts for Mr. Thompson have been approved in the amount of \$24,999 thru FOC/LISC Grant funds bringing the total amount contracted to this vendor to \$67,199. The request is due to changes in the MOU agreement with PAC's community partner. Chad Thompson will assist with providing continued job placement services that include the development of Externships in the Allied Health field and continued job placement services in non-subsidized employment. All Board recommended contracts are subject to negotiation and execution by the Chancellor. The Chancellor recommends approval. Funding Source: U.S. Department of Labor Grant

[Background Materials](#)

17. Consider Board Approval of Contracted Services with Sharon Schuyler for the Alameda One Stop Career Center at College of Alameda Presenter: President Gravenberg Consider approval of contracted services with Sharon Schuyler, Independent Contractor, from February 26, 2014 through June 30, 2014, in the amount of \$17,425.00 for the Alameda One Stop Career Center at College of Alameda. Ms. Schuyler's current service contract with the Alameda One Stop Career Center is for \$24,960. This augmentation of funding in the amount of \$17,425 from February 26, 2014 through June 30, 2014 would bring the total contract amount to \$42,385.00 for the fiscal year. All Board recommended contracts are subject to negotiation and execution by the Chancellor. The Chancellor recommends approval. Funding Source: Alameda County Workforce Investment Board

[Background Materials 1](#)



[Background Materials 2](#)

[Background Materials 3](#)

[Background Materials 4](#)

18. Consider Approval of an Independent Contractor Agreement for Academy of Truck Driving to render services for College of Alameda's ATLAS program. Presenter: President Gravenberg Consider approval of an Independent Contractor Agreement for Academy of Truck Driving (ATD) to render services for College of Alameda's ATLAS program not to exceed \$47,500. ATD will provide the following services leading to a Class A driver's license for up to 19 individuals enrolled in the ATLAS Green Diesel program: \* Health/Drug Screening \* Classroom training including tutoring necessary to obtain permit \* Skill training including inspection, shifting, and basic controls \* Open road training including street driving, pre-testing, and DMV road test sessions All Board recommended contracts are subject to negotiation and execution by the Chancellor. The Chancellor recommends approval. Funding Source: U.S. Department of Labor

[Background Materials 1](#)

[Background Materials 2](#)

[Background Materials 3](#)

MOTION: Motion by Trustee Withrow, second by Trustee Brown to approve Agenda Item 18.

AYES:	Trustee Withrow, Trustee Gonzalez Yuen, Trustee Gulassa, Trustee Riley, Trustee Brown, and Trustee Guillen.
NOES:	None
ABSTAIN:	None
ABSENT:	None

The motion passed.

Trustee Handy disclosed voluntarily in the interest of transparency that Ms. Jennifer Walker is her tax preparer. She did not participate in any manner on the selection of this vendor and Trustee Handy does not gain anything financially in any way for this vendor to receive this contract in the past or in the future. Although she is not legally required to disclose or recuse from voting on this item, she is voluntarily recuses from voting on this item.

19. Consider Approval of Course and Program Additions, Deactivations and Changes Presenter: Vice Chancellor Orkin Included for approval are proposed curriculum actions as recommended by the Council for Instruction, Planning and Development (CIPD). The spreadsheet entitled "CIPD February 3 2014" contains course and program additions, changes and deactivations as approved by the colleges' curriculum committees and CIPD. The Chancellor recommends approval.

[Background Materials](#)

20. Consider Approval of contract with Hatchuel, Tabernik & Associates as grant writer for AB 86 Career Pathways Trust Regional Consortium Grant from California Department of Education. Presenter: Vice Chancellor Orkin The grant will include a consortium of K-12 and community college school districts in the East Bay. Peralta will serve as the fiscal lead for this grant, which requires intensive regional collaboration and facilitation across education segments as well as with industry and community partners. The proposal will include 11 secondary districts and 3 community college



districts across two counties. The proposal will involve the development of career pathways that lead to career opportunities and employment and will require expert knowledge of curriculum, data sharing, and education policy issues across multiple segments. The cost of this contract is not to exceed \$35,425. All Board approved contracts are subject to final negotiation and execution by the Chancellor. The Chancellor recommends approval. Funding Source: Consortium partners will contribute equally to cover the cost (approximately \$2,500/partner).

[Background Materials 1](#)

[Background Materials 2](#)

[Background Materials 3](#)

[Background Materials 4](#)

[Background Materials 5](#)

21. Consider Approval of an augmentation to an Independent Contractor Agreement with Danny Beesley (dba EcoVision Consulting) for services to be rendered on project management support for the Laney CTE Open House, Digital Fabrication Laboratory (fab-lab) Development, and Introduction to Manufacturing Program. Presenter: President Webb Consider approval of an augmentation to an independent contractor agreement with Danny Beesley in the amount of \$12,630 to act as project support for the Laney CTE Open House, Digital fab-lab development, and Introduction to Manufacturing program. The contract amount will change from \$37,970 to not-to-exceed \$50,600. The contract end date will remain June 30, 2014. Laney College is working on a number of initiatives in the Career Technical Education area. This includes a CTE Open House, exploration into a digital fabrication laboratory for advanced manufacturing, and outreach and work with the local high schools in creation of career pathways in manufacturing and sustainability. These projects are integrated with our current CTE programs with the goal of improving and creating training programs to meet the needs of our local industry. These additional funds will be used for Mr. Beesley to manage the Laney CTE Open House, and lead efforts to further develop the digital fabrication laboratory concept and program at Laney and at local schools. In addition, Mr. Beesley will assist with incorporating digital fab-lab concepts into the Introduction to Manufacturing program currently being run at Laney. All Board recommended contracts are subject to negotiation and execution by the Chancellor. The Chancellor recommends approval. Funding Source: CCCC Deputy Sector Navigator grant, Chevron Social Investment Partnership Grant 2013-14, CTE Community Collaborative and Laney College President's program development fund.

[Background Materials](#)

22. Consider Approval for acceptance of a \$350,000 grant award for the Proposition 39 Clean Energy Workforce Program. Presenter: President Webb Consider Board approval for a \$350,000 grant for the Proposition 39 Clean Energy Workforce Program to lead implementation efforts in the Bay Area region. Laney College will serve as the lead agency for the Bay Area regional clean energy workforce program initiative. Laney will lead a regional effort to improve clean energy curriculum and tracking of successful student outcomes. All Board recommended contracts are subject to negotiation and execution by the Chancellor. The Chancellor recommends approval. Funding Source: CCCC Grant (SB 73).

[Background Materials 1](#)

[Background Materials 2](#)

23. (Item removed from the agenda)
24. Consider Approval of a Childcare ICC with BANANAS, Inc., for Berkeley City College Presenter: President Budd Consider approval of a childcare ICC with BANANAS, Inc., to administer the voucher program for Berkeley City College for \$35,000 from July 1, 2013 through June 30, 2014. BANANAS, Inc., has been providing childcare for Berkeley City College students on a categorically funded voucher system since Berkeley City College does not operate a child care center. All Board approved contracts are subject to final negotiation and execution by the Chancellor. The Chancellor recommends approval. Funding Source: CalWORKS.

[Background Materials](#)

**FINANCIAL SERVICES**

25. Consider Ratification of the AP, Travel, and Consulting Contract Warrant Register Presenter: Interim Vice Chancellor Rinne Consider ratification of the AP, Travel, and Consulting Contract Warrant Register from January 4, 2014 through February 7, 2014. Recent AP, Travel and Consulting Contract warrant registers are brought to the Board for ratification purposes only. The Chancellor recommends ratification.

[Background Materials 1](#)

26. Consider Approval of Purchase Order Report Presenter: Interim Vice Chancellor Rinne Consider approval of Purchase Order Report. The Purchase Order Report is being presented for review in accordance with Education Code Section 81656 which states, "All transactions entered into by the officer or employee (designated employees enumerated in AP 6330) shall be reviewed by the Board of Trustees every 60 days." This Purchase Order Report contains all orders issued from January 4, 2014 through February 7, 2014 which have been issued in accordance with applicable policies, procedures and laws by an authorized officer of the District. The Purchase Order Report is brought to the Board for informational purposes only.

[Background Materials 1](#)

[Background Materials 2](#)

27. Consider Approval of Budget Transfer Report Presenter: Interim Vice Chancellor Rinne Consider approval of budget transfer report covering the period from January 4, 2014 through February 7, 2014. California Code of Regulations Section 58307 limits the District's expenditures to the amount appropriated for each major expenditure classification as approved by the Board of Trustees through the adoption of the District's annual budget or as amended by subsequent budget transfers or revisions. Due to this statutory control language, budget transfers that move budget authority between major object codes or classifications must be approved by the Board of Trustees. The budget transfers presented are requests originating from the Colleges' or District's departments during the ordinary course of operations and do not significantly alter the final budget that was approved by the Board of Trustees on September 10, 2013. The Chancellor recommends approval.

[Background Materials 1](#)

[Background Materials 2](#)

28. Receive and File 2012-13 Annual Measure A Financial and Performance Audit Presenter: Interim Vice

Chancellor Rinne Receive and file Peralta Community College District's June 30, 2013 Measure A Financial and Performance Audit. The June 30, 2013 Annual Measure A Financial and Performance Audit is being presented to the Board of Trustees to review and file. This annual financial and performance audit is required under Proposition 39 and the resolution approved by the Board of Trustees authorizing Measure A. The Chancellor recommends approval.

[Background Materials 1](#)

[Background Materials 2](#)

29. Consider Approval of the District's fiscal year 2013-14 second Quarter CCFS-311Q Report Presenter: Vice Chancellor Rinne Consider approval of the District's fiscal year 2013-14 second quarter CCFS 311Q report. The CCFS-311Q is the State Chancellor's Office Quarterly Financial Status Report summarizing and communicating the results of the budgetary decisions and transactions made by the District through the first quarter of fiscal year 2013-14. The Chancellor recommends approval.

[Background Materials 1](#)

[Background Materials 2](#)

30. Consider Approval of Vavrinek Trine Day & Co. Contract Presenter: Interim Vice Chancellor Rinne Consider approval of contract with Vavrinek Trine Day & Co., LLP (VTD) in the amount of \$135,000 to perform the District's annual audit for the fiscal year ended June 30, 2014. All Board approved contracts are subject to final negotiation and execution by the Chancellor. The Chancellor recommends approval. Funding Source: General Fund Unrestricted.

[Background Materials](#)

## HUMAN RESOURCES

31. Consider Approval of Short-Term Assignments - Hiring of Non-Academic Classified Short-Term Employees Presenter: Vice Chancellor Largent Pursuant to California Education Code Section 88003, the below list contains the name, date of hire, assignment end date, position title, and site location of candidates recommended for short-term assignments in non-academic classified positions. Each candidate's assignment will not exceed the position title into which the candidate is assigned. The Chancellor recommends approval.
- | Last Name             | First Name | Date of Hire | End Date | Position Title                 | Site                    |
|-----------------------|------------|--------------|----------|--------------------------------|-------------------------|
| Campbell-Mateo        | Michelle   | 2/26/14      | 6/30/14  | Inst Asst/Social Sciences      | B Cruz                  |
| Darlene               |            | 3/3/14       | 6/30/14  | Staff Asst/VP Office           | L Gerber Elaine         |
| Gerber Elaine         |            | 2/26/14      | 5/23/14  | Inst Asst II/DSPS              | A Gonfa Teferi          |
| Gonfa Teferi          |            | 3/4/14       | 3/26/14  | Inst Asst/Radiological Science | M Hamilton Darrian      |
| Hamilton Darrian      |            | 2/26/14      | 3/13/14  | Inst Asst/Diesel Mechanics     | A Huynh Duy-hoa         |
| Huynh Duy-hoa         |            | 2/26/14      | 5/23/14  | Inst Asst II/DSPS              | A Idrisova Sarinaz      |
| Idrisova Sarinaz      |            | 2/26/14      | 6/30/14  | Financial Aid & Placemt Asst   | L Livsey Andrew         |
| Livsey Andrew         |            | 2/26/14      | 6/27/14  | Instructional Asst IV/DSPS     | L McChesney-Young Mary  |
| McChesney-Young Mary  |            | 2/26/14      | 5/30/14  | Clerical Assistant II          | M McWhorter Quentin     |
| McWhorter Quentin     |            | 3/3/14       | 5/30/14  | Inst Asst/EMT                  | M Means Kristopher      |
| Means Kristopher      |            | 2/26/14      | 5/16/14  | Food Services Worker           | L Ocasio-Pare Cassandra |
| Ocasio-Pare Cassandra |            | 2/26/14      | 6/30/14  | Library Technician I           | B Owens Rodgers Shuntel |
| Owens Rodgers Shuntel |            | 2/26/14      | 6/30/14  | Clerical Assistant II          | M Robinson Christy      |
| Robinson Christy      |            | 2/26/14      | 5/23/14  | Cashier                        | L Saelee Yao            |
| Saelee Yao            |            | 3/3/14       | 6/04/14  | Inst Asst/EMT                  | M Saleh Jamila          |
| Saleh Jamila          |            | 2/26/14      | 6/30/14  | Staff Asst/CalWORKS            | M Seymore Olanda        |
| Seymore Olanda        |            | 2/26/14      | 6/27/14  | Food Services Worker           | L Smith Eric            |
| Smith Eric            |            | 2/26/14      | 5/30/14  | Clerical Assistant II          | L Spangler Angela       |
| Spangler Angela       |            | 2/26/14      | 6/30/14  | Staff Asst/Instruction         | L Stotler Amber         |
| Stotler Amber         |            | 3/3/14       | 3/27/14  | Inst Asst/Radiological Science | M Su Xiaojian           |
| Su Xiaojian           |            | 2/26/14      | 6/30/14  | Clerical Assistant II          | L Tran Torrence         |
| Tran Torrence         |            | 3/3/14       | 5/30/14  | Inst Asst/EMT                  | M Werner Peter          |
| Werner Peter          |            | 2/26/14      | 6/30/14  | Inst Asst/Biotechnology        | M Wright Wanda          |
| Wright Wanda          |            | 2/26/14      | 6/30/14  | Inst Asst IV/DSPS              | A Yang Yong             |

## **FACILITIES**

32. Consider Approval to enter into a contract with Mobile Modular Inc., for the Dismantling and Removal of Five (5) Existing Interim Portable Buildings at Laney College. Presenter Vice Chancellor Ikharo.

Approval is requested to enter into a contract with Mobile Modular Inc., to dismantle and remove five (5) existing interim portable buildings at Laney College, in the amount not-to-exceed \$33,781.00. This amount will pay for the dismantling and removal of five (5) existing interim portable buildings leased from Mobile Modular Inc. Originally, these existing portable units were leased to temporarily house staff, faculty and administrators during the modernization of the Tower Building at Laney College. The modernization project has been completed and the occupants have moved back into the Tower Building. Now, these five (5) existing interim portable units must be disassembled and removed by the owner (Mobile Modular Inc.).The project scope of work for all five (5) existing portable units will include but is not limited to the following: additional labor and rolling on removal; prepare equipment for removal; remove custom star, ramp for the custom plan 1, and ramp skirting; and return haulage lowboy 12 inches wide and haulage permit 12" wide lowboy.The total amount approved by the Governing Board of Trustees for these five (5) portable buildings, since July 21, 2009 is \$246,758. However, a time and cost extension were requested due to a Phase II Modernization Project requested by the stakeholders (Laney College); therefore, the Board of Trustees extended this contract. The original agreement totaled \$171,890; whereas, the cost extension amounted to \$74,868. All Board recommended contracts are subject to negotiation and execution by the Chancellor. The Chancellor recommends approval. Funding Source: Measure A Bond Fund.

### [Background Materials](#)

33. Consider Approval of Change Order No. 3 for Merritt College's Chilled Water Infrastructure (Bid No. 12-13/03), Taber Construction, Inc. Presenter Vice Chancellor Ikharo. Approval is requested for Change Order No. 3 to the contract with Taber Construction, Inc., in the amount of \$34,987.00. Change Order No. 3 is based on the District's requested additional scope change beyond the original services agreement. These changes are due to unforeseen conditions. The District initiated Change Order No. 3 for Chilled Water Infrastructure Project. Change Order No. 3 scope of work includes the following: \* Due to unforeseen conditions at the exterior equipment pad, the contractor was required to perform additional demolition work, revise existing electrical conditions, revise equipment layout, and other revisions to avoid extensive unforeseen underground obstructions. \* Due to unforeseen existing building conditions, the specified new mechanical louver was redesigned and fabricated. \* Due to unmarked underground utilities which were not shown on the contract documents, and were unknown to PCCD, the original planned location to install two manholes had to be revised. A larger crane was required to access the new locations and an existing gas line had to be rerouted.

### [Background Materials 1](#)

34. Consider Approval of Resolution No. 13/14-46 Acceptance of the Completed work and Release of Retention for the HVAC Upgrade in the IT Server Room (Bid No. 08-09/09) at the District Administrative Complex, Nick Stavrianopoulos Construction and Painting (NS Construction). Presenter Vice Chancellor Ikharo. The Governing Board of Trustees approved the contractual bid and award of this project to NS Construction on November 18, 2008, in the amount not-to-exceed \$346,500. Final acceptance of the project and release of the remaining five percent (5%) retention is requested, in the amount of \$17,325. This project scope of work included the

HVAC (heating, ventilation and air conditioning) and fire suppression system replacement at the District computer server room located in the IT District Administrative Complex. NS Construction's work as the Contractor was completed in June 2010. However, due to the poor design of the new HVAC system, a legal action was taken against the design engineer, which delayed the closing of the construction work performed. The resolution of this design error was mediated which delayed the final Change Order No. 1, and the release of retention payment to NS Construction. The Chancellor recommends approval. Funding Source: Measure A Bond Funds.

[Background Materials 1](#)

[Background Materials 2](#)

### **ACTION CALENDAR ITEMS**

The Action Calendar lists non-routine items that the Board of Trustees may wish to discuss and/or debate. The list below may be supplemented by items removed from the Consent Calendar. The Board may move to the Action Calendar items with public speakers, and Board-sponsored Resolutions. The Board will hear public comments prior to taking any action on these items. ANNOUNCEMENTS

### **ANNOUNCEMENTS**

1. The next regular Board meeting will be held on March 11th here at the District Offices. 2. The Board wishes the community a Happy Black History month in February, and a Happy Chinese New Year of the Horse. 3. Daylight Savings Time begins on Sunday March 9th with spring forward, moving clocks forward one hour. 4. The Board wishes to send the following Condolences and adjourn the meeting in memory of a. To the Merritt College community and family upon the untimely passing of admissions and records technician Jose Pena.

### **ADJOURNMENT**

Assistance will be provided to those requiring accommodations for disabilities in compliance with the Americans with Disabilities Act of 1990. Interested persons must request the accommodation at least 48 hours prior to the meeting to the Board Clerk, Chancellor's Office, 333 East 8th Street, Oakland, CA, (510) 466-7203, [bmartinez@peralta.edu](mailto:bmartinez@peralta.edu) at least 48 hours prior to the meeting.

Peralta Community College District Governing Board Agenda: February 25, 2014

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Jose' M. Ortiz, Chancellor  
Secretary to the Board of Trustees  
PERALTA COMMUNITY COLLEGE DISTRICT