



Tuesday, June 11, 2019

REGULAR MEETING OF THE BOARD OF TRUSTEES

5:00 p.m. Closed Session

7:00 p.m. Public Session

333 East 8th Street

Oakland, CA 94606

Welcome to a meeting of the Peralta Community College District Board of Trustees. Meetings of the Peralta Community College District Governing Board are Broadcast Live on KGPC, 96.9FM, and Peralta TV on Cable Channel 27 in Alameda and Berkeley, Cable Channel 28 – Oakland, Emeryville, and Piedmont and Channel 99 on AT&T U-Verse.

Listed agenda times are estimates. Live stream video of the meetings, agendas, minutes, and all open session reports and meeting materials are available for viewing on BoardDocs: <https://www.boarddocs.com/ca/peralta/Board.nsf>

Link on the Peralta Board Website: <http://web.peralta.edu/trustees/>

The meeting can also be viewed Live on Peralta College's YouTube link:

https://www.youtube.com/channel/UCTEVyZCQ1p_yqMRafmQFUww

PLEASE TURN OFF YOUR CELL PHONES DURING THE MEETING - THANK YOU!

1. CLOSED SESSION

Subject

1.1 Public Comment on Closed Session Items

Meeting

Jun 11, 2019 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

1. CLOSED SESSION

Type

Subject

1.2 Conference with Labor Negotiator Whittaker, Peralta Federation of Teachers, Local 39, and SEIU 1021 (Government Code § 54957.6)

Meeting

Jun 11, 2019 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

1. CLOSED SESSION

Type

Information

Subject

1.3 Public Employee Appointment (Government Code Section 54957)

Meeting

Jun 11, 2019 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

1. CLOSED SESSION

Type

Information

Subject

1.4 Public Employee Discipline/Dismissal/Release

Meeting

Jun 11, 2019 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

1. CLOSED SESSION

Type

The Board is provided respective salaries in closed session for information purposes only, if any. The Board is reminded not to discuss personnel matters outside of closed session.

Subject

1.5 Public Employee Evaluation

Meeting

Jun 11, 2019 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

1. CLOSED SESSION

Type

Discussion

The Board is provided respective salaries in closed session for information purposes only, if any. The Board is reminded not to discuss personnel matters outside of closed session.

- Chancellor

Subject

1.6 Conference with Legal Counsel, Multiple Cases: (Government Code § 54956.9)

Meeting

Jun 11, 2019 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

1. CLOSED SESSION

Type

Information

- Conference with Legal Counsel (54956.9(a)), Toscano, et al v. Peralta Community College District, Alameda County Superior Court, Case No. RG16827433.
- Conference with Legal Counsel (54956.9(a)), Delson v. Peralta Community College District, U.S. District Court, Northern District of CA, Case No. 3:17-CV-07367-JD.
- Conference with Legal Counsel (54956.9(a)), Webb v. Peralta Community College District, Alameda County Superior Court Case No. RG18909473.
- Conference with Legal Counsel (54956.9(a)), Margoiles v. Peralta Community College District, Alameda County Superior Court Case. RG18905036.
- Stanford Health Care v. Peralta Community College Dist. Pre 7/2004 Retiree Benefit Plan, Santa Clara County Superior Court case no. 19CV342458
- Herrera v. Peralta Community College District et.al, Alameda Superior Court case no. RG18932402
- Conference with Legal Counsel, Anticipated/Potential Litigation (54956.9(b)-(c)) (2 cases).

2. OPEN SESSION

Subject

2.1 Call to Order

Meeting

Jun 11, 2019 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

2. OPEN SESSION

Type

Procedural

Subject

2.2 Pledge of Allegiance

Meeting

Jun 11, 2019 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

2. OPEN SESSION

Type

Procedural

Subject

2.3 Roll Call

Meeting

Jun 11, 2019 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

2. OPEN SESSION

Type

Procedural

Subject

2.4 Report of Action Taken in Closed Session

Meeting

Jun 11, 2019 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

2. OPEN SESSION

Type

Information

Subject

2.5 Approval of the Agenda

Meeting

Jun 11, 2019 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

2. OPEN SESSION

Type

Action

Subject

2.6 Approval of the Minutes

Meeting

Jun 11, 2019 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

2. OPEN SESSION

Type

Action

Preferred Date

Jun 11, 2019

Absolute Date

Jun 11, 2019

Fiscal Impact

No

Budgeted

No

File Attachments

[Board Agenda Minutes - 05-28-19.pdf \(56 KB\)](#)

Subject

2.7 Swearing-In Ceremony for Incoming Student Trustees

Meeting

Jun 11, 2019 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

2. OPEN SESSION

Type

Information

Board President Bonilla will be swearing in incoming trustees Romina Contreras and Dowell Standley.

File Attachments

[oath of office.pdf \(52 KB\)](#)

Subject

2.8 Associated Student Government Reports

Meeting

Jun 11, 2019 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

2. OPEN SESSION

Type

Information

Subject

2.9 Peralta Classified Senate Report

Meeting

Jun 11, 2019 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

2. OPEN SESSION

Type

Information

Subject

2.10 District Academic Senate Report

Meeting

Jun 11, 2019 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

2. OPEN SESSION

Type

Information

Subject

2.11 Public Communication

Meeting

Jun 11, 2019 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

2. OPEN SESSION

Type

Information

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/>

Subject

2.12 Chancellor's Reports

Meeting

Jun 11, 2019 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

2. OPEN SESSION

Type

Information

- District Office classified appreciation day
- Enrollment Report Update
- ACCJC Update
- Summer Schedule
- CBT Report

File Attachments

[Peralta Fiscal Improvement Services-Phase I FINAL\(2\) 06.06.19.pdf \(4,232 KB\)](#)

[Peralta Focused IT Assessment and Recommendations 06.06.19.pdf \(123 KB\)](#)

3. PRESENTATIONS

Subject

3.1 Presentation on the 2019-20 Tentative Budget. Presenter: Vice Chancellor Harrison

Meeting

Jun 11, 2019 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

3. PRESENTATIONS

Type

Information

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

N/A

Deliverables and Scope of Work:

N/A

Anticipated Completion Date:

N/A

Evaluation and Recommended Action:

N/A

File Attachments

[Tentative Budget Presentation FY19-20 II.pdf \(1,168 KB\)](#)

[Workflow](#)

Workflow

May 21, 2019 5:40 PM :: Submitted by Richard Ferreira. Routed to Albert Harrison for approval.

May 21, 2019 5:45 PM :: Approved by Albert Harrison. Routed to Fran White for approval.

Jun 6, 2019 4:13 PM :: Final approval by Fran White

Subject

3.2 Security Presentation. Presenter: Vice Chancellor Sata

Meeting

Jun 11, 2019 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

3. PRESENTATIONS

Type

Information

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

On May 28th, but Governing Board provided feedback to the Administration that they were not satisfied with the current Alameda County Sheriff's Office contract. Subsequently, ACSO's contract amendment #2 was not approved. The Board asked that staff review the contract amendment and propose next steps to address the District's overall security needs.

This resulting presentation is provided to the Board. It includes a summary of previous Board presentations and proposed next steps.

File Attachments

[190611 PCCD NextStep SecurityServices FINAL.pdf \(952 KB\)](#)

4. CONSENT CALENDAR - BOARD MATTERS

Subject

4.1 Consider Approval of the Calendar and Position Description for the Peralta Community College District Chancellor Search. Presenter: Board President Bonilla & Brice Harris, Senior Consultant, Collaborative Brain Trust

Meeting

Jun 11, 2019 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

4. CONSENT CALENDAR - BOARD MATTERS

Type

Action (Consent)

Preferred Date

Jun 11, 2019

Absolute Date

Jun 11, 2019

Fiscal Impact

No

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

In March 2019 the Board of Trustees announced its intention to search for a new Chancellor of the District. The Board approved a contract with the Collaborative Brain Trust (CBT) for assistance with the search on March 26, 2019 CBT began the process of developing a calendar for the search and the position description by conducting a number of public forums and interviews to seek input on the process and the position description. Dr. Brice Harris, representing CBT, will present to the

Board an overview of the process undertaken and the draft calendar and position description for their consideration.

Deliverables and Scope of Work:

N/A

Anticipated Completion Date:

N/A

Evaluation and Recommended Action:

Recommend Approval

File Attachments

[Peralta Chancellor Search Timeline DRAFT 5-15-2019 \(1\).pdf \(26 KB\)](#)

[Chancellor Search job description - June 2019.pdf \(474 KB\)](#)

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.

Subject

4.2 Consider Approval of Out of State Travel pursuant to Board Policy 7400. Presenter: Chancellor Laguerre

Meeting

Jun 11, 2019 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

4. CONSENT CALENDAR - BOARD MATTERS

Type

Action (Consent)

Preferred Date

Jun 11, 2019

Absolute Date

Jun 11, 2019

Fiscal Impact

Yes

Budgeted

Yes

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

Name	Travel Location	Dates
Maricela Beccera	Boston, MA - Equity and Excellence: Access in Higher Education	July 9, 2019 - July 14, 2019
Doris Brinkley- Hankins	Orlando, FL - 2019 NASFAA Conference	June 24, 2019 - June 27, 2019
La Shawn Brumfield (revised)	New Orleans, LA - WAVES Conference 2019	July 6, 2019 - July 10, 2019
Carrie Burdick	Schaumburg, IL - ASCIP Risk Management Consortium	July 17, 2019 - July 19, 2019
Marie-Elaine Burns	Orlando, FL - 2019 NASFAA Conference for Financial Aid Professionals	June 24, 2019 - June 27, 2019
Larry Chang	St. Louis, MO - 2019 High Impact Technology Exchange Conference	July 22, 2019 - July 25, 2019
Joy Kim	Washington, DC - 2019 American Library Association Conference	June 19, 2019 - June 25, 2019
Jamar Mears	New Orleans, LA - WAVES Conference 2019	July 6, 2019 - July 10, 2019
Victoria Menzies	Orlando, FL - CA Community College Association for Occupational Education	June 24, 2019 - June 27, 2019
Linda McPheron	Tysons Corner, VA - American Society of Microbiology Conference for Educators	July 31, 2019 - August 4, 2019
Royl Roberts	Schaumburg, IL - ASCIP Risk Management Consortium	July 17, 2019 - July 19, 2019
Rowena Tomaneng	Washington, DC - 10th Annual Higher Education Summit	June 19, 2019 - June 20, 2019
Melissa West	St Louis, MO - 2019 High Impact Technology Exchange Conference	July 22, 2019 - July 25, 2019
Chanelle Whittaker	Schaumburg, IL - ASCIP Risk Management Consortium	July 17, 2019 - July 19, 2019

Anticipated Completion Date:

N/A

Evaluation and Recommended Action:

Recommend Approval

File Attachments

[Out of State Travel approval 6-11-19.pdf \(2,968 KB\)](#)

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.

5. CONSENT CALENDAR - ACADEMIC AFFAIRS

Subject

5.1 Consider Approval of Course and Program Additions, Deactivations and Changes Presenter: Vice Chancellor Brown

Meeting

Jun 11, 2019 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

5. CONSENT CALENDAR - ACADEMIC AFFAIRS

Type

Action (Consent)

Preferred Date

Jun 11, 2019

Absolute Date

Jun 11, 2019

Fiscal Impact

No

Budgeted

No

Budget Source

N/A

Background/Analysis:

The attached PDF entitled "May 2019 CIPD Report" and "May 2019 Program Proposals" contain course and program additions, changes and deactivations as approved by the colleges' curriculum committees and The Council for Instruction, Planning and Development (CIPD).

Deliverables and Scope of Work:

N/A

Anticipated Completion Date:

N/A

Evaluation and Recommended Action:

N/A

The Chancellor recommends approval.

File Attachments

[May 2019 Program Proposals.pdf \(521 KB\)](#)

[May 2019 CIPD Report.pdf \(464 KB\)](#)

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.

Subject

5.2 Consider Approval of the final reading of the CCAP Agreement with Oakland Unified School District. Presenter: Vice Chancellor Brown

Meeting

Jun 11, 2019 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

5. CONSENT CALENDAR - ACADEMIC AFFAIRS

Type

Action (Consent)

Preferred Date

Jun 11, 2019

Fiscal Impact

Yes

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

Assembly Bill 288 (Holden) was enacted January 1, 2016 and added to the California Education Code section 76004. Assembly Bill 288 enables the governing board of a community college district to enter into a College and Career Access Pathways (CCAP) partnership with the governing board of a school district.

AB 288 provides that a CCAP Partnership Agreement can (and must) be used for the purpose of offering or expanding dual enrollment opportunities for students who may not already be college bound or who are underrepresented in higher education, with the goal of developing seamless pathways from high school to community college for career technical education or preparation for transfer, improving high school graduation rates, or helping high school pupils achieve college and career readiness.

For the first time in California's Education Code, the term "dual enrollment" is identified to define "special part-time" or "special full-time" students, ie high school or other eligible special admit students enrolling in community college credit courses.

PCCD currently has a 2016 non-CCAP dual enrollment partnership with Oakland Unified School District (OUSD) that has grown to over 1,600 students. It has now coordinated with OUSD to create this CCAP agreement which will allow PCCD to expand its relationship with OUSD in order to serve underrepresented youth by offering closed courses that occur during the high school day. This CCAP Agreement also provides the opportunity for students to enroll in up to 15 units per term, providing opportunity for PCCD to expand its dual enrollment partnership and integrate Guided Pathways into the college and career pathways that students seek.

Community college districts may claim full-time equivalent student (FTES) and state apportionment for courses given through AB 288 College and Career Access Pathways (CCAP) Partnership Agreements provided that the California Education Code and California Code of Regulations, Title 5 requirements are met.

This is the second read of this agreement. The first read was approved by the Board of Trustees on May 28, 2019.

Evaluation and Recommended Action:

The Chancellor recommends approval.

File Attachments

[Final CCAP Dual Enrollment 2018-19 OUSD final 20190506 \(2\).pdf \(915 KB\)](#)

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.

[Workflow](#)

Workflow

May 9, 2019 4:02 PM :: Submitted by Siri Brown. Routed to Siri Brown for approval.

May 9, 2019 4:03 PM :: Approved by Siri Brown. Routed to Albert Harrison for approval.

May 9, 2019 6:56 PM :: Approved by Albert Harrison. Routed to Legal Counsel for approval.

Jun 4, 2019 1:20 PM :: Routed back to Siri Brown by Brenda Martinez.

Jun 4, 2019 1:24 PM :: Approved by Siri Brown. Routed to Albert Harrison for approval.

Jun 4, 2019 1:33 PM :: Approved by Albert Harrison. Routed to Legal Counsel for approval.

Jun 6, 2019 2:14 AM :: Approved by Legal Counsel. Routed to Fran White for approval.

Jun 6, 2019 4:14 PM :: Final approval by Fran White

Subject

**5.3 Consider Approval of the Independent Contractor Agreement (ICC #15580) for Idea Builder Labs (Danny Beesley) in the Amount not to Exceed \$21,600 for the College of Alameda for Summer/Fall 2019.
Presenter: President Karas**

Meeting

Jun 11, 2019 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

5. CONSENT CALENDAR - ACADEMIC AFFAIRS

Type

Action (Consent)

Preferred Date

Jun 11, 2019

Absolute Date

Jun 11, 2019

Fiscal Impact

Yes

Dollar Amount

\$21,600.00

Budgeted

Yes

Budget Source

Fund 10 (Facilities Rental) and Regional Strong Workforce Funds

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

Mr. Danny Beesley who has been integral in the leading the development and growth of the Laney College and College of Alameda's FabLab, including designing the lab layout, sourcing needed equipment, helping build out the lab space for student use, and developing operating procedures for the lab. Mr. Beesley will coordinate with Alameda County Office of Education, AUSD and other K-12 school districts in developing educational opportunities within the FabLab.

He has also worked with numerous K-12 schools throughout the region and is the Co-Founder of the Oakland Fab Lab City initiative. Mr. Beesley has been instrumental in helping both colleges attain statewide leadership status in the forefront of the Maker movement which has taken hold at community colleges across the State.

The CoA FabLab completed a 2-year grant (2017-19) totaling over \$500,000 to develop the Advanced Manufacturing Fabrication Lab (FabLab) and deepen connections with courses and curriculum. The lab is used to introduce and expose CTE students as well as students from all other disciplines to innovations and advancements in computer-based manufacturing technologies. The college is working to institutionalize the Fablab. At this juncture, funding has been identified for Summer/Fall 2019 operational costs. The college is seeking grants and other funding opportunities to keep the FabLab operational in Spring 2020 and beyond. If other sources of funds are secured and satisfactory performance, an ICC addendum will be brought to the December 2019 Board of Trustees meeting for consideration and approval.

Serving as an open entry/exit studio resource, as well as a campus hub for interdisciplinary curriculum, the CoA FabLab serves to ready students for entry into four-year universities, help prepare them for the rapidly evolving workplace, and for carrier opportunities in Advanced Manufacturing.

The FabLab has successfully assisted a number of departments to enhance curriculum and develop project based learning activities in the FabLab, a role that the CoA FabLab wants to expand. The CoA Art, Apparel Design and Merchandising, Business, English, and Biology departments have made use of the FabLab. Additionally, students, faculty, and administration at the Alameda Science and Technology Institute (ASTI) a High school located on campus, are actively engaged with the FabLab. We also plan to expand our involvement with ASTI.

The CoA FabLab is partnered with the Alameda County Office of Education to support the development of FabLab integration and professional development for our regional K12 partners.

Idea Builder Labs, based in Alameda, Ca, is owned by Mr. Danny Beesley.

Deliverables and Scope of Work:

The contractor will oversee operations of the FabLab and provide ongoing support to administrators, faculty, and students.

Duties include but are not limited to:

- Provide advice on any new construction of the facility

- Assist in establishing connections to industry partners
- Design and fabricate organizational systems
- Assist in the ordering equipment and materials
- Oversee the installation and placement of new equipment
- Provide advice and feedback with curriculum development
- Recommend curriculum and projects
- Train faculty and staff on the safe use and operation of equipment
- Assist in development and monitoring of budget
- Generate reports and assist in submitting grant reports/updates
- Coordinate with Alameda County Office of Education, AUSD and other K-12 school districts in developing educational opportunities within the FabLab
- Coordinate with community partners.

Anticipated Completion Date:

December 17, 2019

Evaluation and Recommended Action:

The College of Alameda President's Office has evaluated the deliverables to date for Idea Builder Labs (Danny Beesley) and found them to be satisfactory.

The Chancellor recommends approval.

File Attachments

[Idea Builder Labs ICC 15580 BOT 6-11-2019.pdf \(1,391 KB\)](#)

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[Workflow](#)

Workflow

May 22, 2019 6:19 PM :: Submitted by Teodora Washington. Routed to Tim Karas for approval.

May 23, 2019 1:22 PM :: Approved by Tim Karas. Routed to Albert Harrison for approval.

May 23, 2019 2:11 PM :: Approved by Albert Harrison. Routed to Legal Counsel for approval.

Jun 3, 2019 12:21 PM :: Routed back to Tim Karas by Brenda Martinez.

Jun 3, 2019 3:12 PM :: Approved by Tim Karas. Routed to Albert Harrison for approval.

Jun 3, 2019 4:00 PM :: Approved by Albert Harrison. Routed to Legal Counsel for approval.

Jun 5, 2019 10:42 PM :: Approved by Legal Counsel. Routed to Fran White for approval.

Jun 6, 2019 4:12 PM :: Final approval by Fran White

Subject

5.4 Consider Approval of an Independent Contractor Agreement (ICC #21232) for Cathy Summa-Wolfe in the Amount not to Exceed \$60,000 for the Fiscal Year 2019-20. Presenter: President Karas

Meeting

Jun 11, 2019 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

5. CONSENT CALENDAR - ACADEMIC AFFAIRS

Type

Action (Consent)

Preferred Date

Jun 11, 2019

Absolute Date

Jun 11, 2019

Fiscal Impact

Yes

Dollar Amount

\$60,000.00

Budgeted

Yes

Budget Source

\$50,000 from General Fund and \$10,000 from Guided Pathways Grant

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

Cathy Summa-Wolfe provided communication and public information related services to the College of Alameda in FY 2018-19. The College recommends the work outlined below to support CoA's strategic goals in FY2019-2020 be provided by Ms. Summa-Wolfe. The deliverables outlined below are not part of any employee job description at College of Alameda (CoA). CoA does not have any positions related to public information, marketing, graphic

design, web master, or related fields. The work outlined below allows the college to have a foundational capacity in public information to support the President's Office and one-time items related to the guided pathways initiative. The capacity gap was identified in the College's accreditation recommendations response.

Deliverables and Scope of Work:

- Write and edit president's messages for official publications, including Splash newsletter, Board Reports, Schedule of Classes, Catalog, and other projects as requested.
- Assist in press relations, community relations, government relations, emergency communications.
- Support Guided Pathways communications efforts, planning, visual presentations etc.
- Facilitate production and design of new and continuing printed and digital publications for the President's Office, including newsletters, reports, banners, and postcards among others.
- In alignment with District PIO processes, assist in facilitating the production College of Alameda Class Schedule content, including wraps, president's welcome, and cover design.

Evaluation and Recommended Action:

The College of Alameda President's Office has evaluated the deliverables to date for Cathy Summa-Wolfe and found them to be satisfactory.

The Chancellor recommends approval.

File Attachments

[Cathy Summa Wolfe ICC 21232 BOT 6-11-2019.pdf \(1,665 KB\)](#)

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Workflow

Workflow

May 16, 2019 1:02 PM :: Submitted by Teodora Washington. Routed to Tim Karas for approval.

May 20, 2019 4:00 PM :: Approved by Tim Karas. Routed to Albert Harrison for approval.

May 20, 2019 5:09 PM :: Approved by Albert Harrison. Routed to Legal Counsel for approval.

Jun 5, 2019 10:42 PM :: Approved by Legal Counsel. Routed to Fran White for approval.

Jun 6, 2019 4:14 PM :: Final approval by Fran White

Subject

5.5 Approve the acceptance of the California Virtual Campus-Online Education Initiative (CVC-OEI) Improving Online CTE Pathways Grant Program. Presenter: Vice Chancellor Brown

Meeting

Jun 11, 2019 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

5. CONSENT CALENDAR - ACADEMIC AFFAIRS

Type

Action (Consent)

Preferred Date

Jun 11, 2019

Absolute Date

Jun 11, 2019

Fiscal Impact

No

Dollar Amount

\$1,865,559.31

Budgeted

Yes

Budget Source

Revenue from Grant Funds

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

With an open access mission, the California Community Colleges and the Peralta Community College District are positioned to support our diverse population to increase wages and improve social mobility in a rapidly changing economy. The California legislature and governor provided funding to support existing California Community Colleges in accelerating innovative online learning opportunities leading to increased employability and upward mobility for working Californians.

The Budget Act of 2018 (SB840) and trailer bill (SB843) appropriated one-time funds of \$35 million to the Online Education Initiative through Foothill – De Anza Community College District as grantee and fiscal agent. The California Virtual Campus-Online Education Initiative (CVC-

OEI) Improving Online CTE Pathways *Grant Program* provided competitive grants to community college districts to develop online programs and courses. No matching funds are required.

Title: CVC-OEI Improving Online CTE Pathways Grant Program

Applicant	Amount of Award	Project
Berkeley City College	\$ 282,300.00	Innovative CTE Online Pathway Development and Quality Assurance for Students Success
College of Alameda	\$ 450,880.31	Online Career Education Opportunities at College of Alameda
Laney College	\$ 400,370.00	Improving Online CTE Pathways with a Focus on ESOL and Adult Students
Merritt College	\$ 413,009.00	Accelerating Online CE Pathways to Employment
PCCD Distance Education	\$ 319,000.00	Peralta CTE Online Equity Initiative
Total Award	\$1,865,559.31	

Deliverables and Scope of Work:

Below is an overview of the five projects:

- Berkeley City College addresses gaps and build certificates to address workforce needs:
 - Develop a short term online offerings in Multimedia Arts and Business.
 - Develop an online certificate program with credit and noncredit courses to teach online accessibility and ADA compliance in media and marketing.
 - Hire an Instructional Designer to coach, train, and guide faculty to ensure that all online courses created are aligned with the Online Equity Initiative Course Design Rubric.
- College of Alameda builds and improves quality existing online career education offerings:
 - Develop 17 new online CTE courses.
 - Update 2 hybrid online CTE courses.
 - Improve access opportunities and accelerate time of attainment of credentials for students in Aviation Maintenance Technology, Business and Entrepreneurship, Computer Information Systems, and Public Administration/Violence Prevention CTE programs.
- Laney College focuses on support of English Language learners:
 - Create and expand online opportunities in Business Management and Supervision, Construction Management California Green and Sustainable Building Standard, and Legal Community Interpreting.
 - Provide wraparound support through counseling and tutoring.
- Merritt College prepares students for living wage employment within a short amount of time:
 - Build new online credit and noncredit certificates.

- CE Advisory Boards will identify skills needed to fill employment gaps.
- Concentrate programming on Business, Education, Allied Health, and Public Safety.
- Collaborate with faculty from other colleges to develop coursework that can be deployed regionally in a shared sequence.
- Peralta Community College District addresses the CTE Online Equity Initiative to improve student outcomes:
 - Redesign the Peralta Online Equity Training with a CTE focus for PCCD and Statewide use.
 - Extend the impact of the PCCD Online Equity Rubric and offer trainings and workshops to 300+ faculty throughout California.
 - Train 20 PCCD faculty to incorporate equity principles into online CTE courses.

Anticipated Completion Date:

June 30, 2020

Evaluation and Recommendation:

The Chancellor recommends approval

File Attachments

[Berkeley City College 2019 CVC-OEI grant application 5.1.2019.pdf \(7,576 KB\)](#)

[College of Alameda Improving Online CTE Pathways Grant Application 5.1.19.pdf \(262 KB\)](#)

[Merritt College 2019 CVC-OEI Application 5.1.2019.pdf \(876 KB\)](#)

[CVC-OEI Grant Application \(final doc\) - May 1, 2019.pdf \(632 KB\)](#)

[LaneyCollege_GrantApplication.pdf \(419 KB\)](#)

[CVC-OEI-Pathways-Grant-Intent-To-Award-05.31.19-V2.pdf \(232 KB\)](#)

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.

Workflow

Workflow

May 23, 2019 2:51 PM :: Submitted by Debra Jones. Routed to Siri Brown for approval.

May 23, 2019 5:02 PM :: Approved by Siri Brown. Routed to Fran White for approval.

Jun 3, 2019 3:02 PM :: Rejected by Legal Counsel

Jun 3, 2019 9:07 PM :: Submitted by Debra Jones. Routed to Siri Brown for approval.

Jun 4, 2019 1:12 PM :: Approved by Siri Brown. Routed to Fran White for approval.

Jun 6, 2019 4:14 PM :: Final approval by Fran White

Subject

5.6 Consider Approval of an Independent Contractor Agreement (ICC #15578) for Miguel Vega in an Amount not to Exceed \$39,600 to act as Project Support for the Fabrication Lab (FabLab) for Summer/Fall 2019. Presenter: President Karas

Meeting

Jun 11, 2019 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

5. CONSENT CALENDAR - ACADEMIC AFFAIRS

Type

Action (Consent)

Preferred Date

Jun 11, 2019

Absolute Date

Jun 11, 2019

Fiscal Impact

Yes

Dollar Amount

\$39,600.00

Budgeted

Yes

Budget Source

Fund 10 (Facility Rental) and Regional Strong Workforce

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

Miguel Vega has served as Co-Lead for the CoA Advanced Manufacturing Fabrication Lab (FabLab) for the past 18 months, teaching digital fabrication to CoA students, faculty, and staff, ASTI students, and local educators. A critical duty of Mr. Vega is to manage training and certification of all staff, volunteers, interns, and guests on the use of the FabLab computers, and manufacturing equipment. FabLab operational hours are depended on Mr. Vega work schedule. His work experience ranges from roles in cognitive training and machine learning startups, to machine shops, to art scale art installations. As a Laney Machine Technology graduate, Mr.

Vega is invested in advancing the skills and opportunities for Peralta students. Mr. Vega is also a UC Berkeley alumni, with a BA in English.

The CoA FabLab completed a 2-year grant (2017-19) totaling over \$500,000 to develop the FabLab and deepen connections with courses and curriculum. The lab is used to introduce and expose CE students as well as students from all other disciplines to innovations and advancements in computer-based manufacturing technologies. The college is working to institutionalize the FabLab. At this juncture, funding has been identified for Summer/Fall 2019 operational costs. The college is seeking grants and other funding opportunities to keep the FabLab operational in Spring 2020 and beyond. If other sources of funds are secured and satisfactory performance an ICC addendum will be brought to the December 2019 Board of Trustees meeting for consideration and approval.

The FabLab has successfully assisted a number of departments to enhance curriculum and develop project based learning activities in the FabLab, a role that the CoA FabLab wants to expand. The CoA Art, Apparel Design and Merchandising, Business, English, and Biology departments have made use of the FabLab. Additionally, students, faculty, and administration at the Alameda Science and Technology Institute (ASTI) a High school located on campus, are actively engaged with the FabLab. COA also plans to expand its involvement with ASTI. Serving as an open entry/exit studio resource, as well as a campus hub for interdisciplinary curriculum, the CoA FabLab serves to ready students for entry into four-year universities, help prepare them for the rapidly evolving workplace, and for carrier opportunities in Advanced Manufacturing.

The CoA FabLab is partnered with the Alameda County Office of Education to support the development of FabLab integration and professional development for our regional K12 partners.

Deliverables and Scope of Work:

The FabLab lead will be responsible for managing the use of the space, overseeing the maintenance and support of the equipment and training. The Lead will work closely with faculty, staff and students to support the development and operation of programs that serve the college, community, and public audiences. Duties will include:

- Recruit, encourage, and support inclusion of maker skills across campus.
- Assist in creating and running projects that utilize the space for existing courses.
- Collaborate with faculty to carry out professional development for CoA faculty and staff and identified stakeholders.
- Expand a series of basic use workshops for digital fabrication equipment and design tools in the FabLab.

- Manage delivery of FabLab learning experiences for school, community, and public groups in the FabLab.
- Oversee operations.
- Coordinate and maintain FabLab operating hours.
- Oversee equipment maintenance/repair and supplies/materials inventory.
- Manage training and certification of all staff, volunteers, interns, and guests on the use of the FabLab computers, and manufacturing equipment.
- Coordinate and establish community use and relevant guidelines.
- Serve as an ambassador.
- Represent the CoA in the community.
- Demonstrate and promote maker mentality in all external relationships.
- Promote FabLab to potential partners and funders.
- Work with CoA to develop funding proposals and reports to donors.

Anticipated Completion Date:

December 17, 2019

Evaluation and Recommended Action:

The College of Alameda President's Office has evaluated the deliverables to date for Miguel Vega and found them to be satisfactory.

The Chancellor recommends approval.

File Attachments

[Miguel Vega ICC 15578 BOT 6-11-2019.pdf \(908 KB\)](#)

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[Workflow](#)

Workflow

May 22, 2019 6:45 PM :: Submitted by Teodora Washington. Routed to Tim Karas for approval.

May 23, 2019 1:22 PM :: Approved by Tim Karas. Routed to Albert Harrison for approval.

May 23, 2019 2:10 PM :: Approved by Albert Harrison. Routed to Legal Counsel for approval.

Jun 3, 2019 12:21 PM :: Routed back to Tim Karas by Brenda Martinez.

Jun 3, 2019 3:04 PM :: Approved by Tim Karas. Routed to Albert Harrison for approval.

Jun 3, 2019 3:59 PM :: Approved by Albert Harrison. Routed to Legal Counsel for approval.

Jun 5, 2019 10:43 PM :: Approved by Legal Counsel. Routed to Fran White for approval.

Jun 6, 2019 4:14 PM :: Final approval by Fran White

Subject

5.7 Consider Approval of an Independent Contractor Agreement (ICC #15577) for VS Tech (Vince Stevenson) in an Amount not to Exceed \$35,200 to Provide FabLab Technician Services for the College of Alameda for Summer/Fall 2019. Presenter: President Karas

Meeting

Jun 11, 2019 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

5. CONSENT CALENDAR - ACADEMIC AFFAIRS

Type

Action (Consent)

Preferred Date

Jun 11, 2019

Absolute Date

Jun 11, 2019

Fiscal Impact

Yes

Dollar Amount

\$35,200.00

Budgeted

Yes

Budget Source

Fund 10 (Facility Rental) and Regional Strong Workforce

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

Vincent Stevenson has served as Co-Lead for the CoA FabLab for the past 18 months, teaching digital fabrication to CoA students, faculty and staff, ASTI students, and local educators. Mr. Stevenson will maintain and repair equipment

within the FabLab. His work experience includes working at NASA as a 2D and 3D designer, over a decade as a professional illustrator, and working at Alameda County's premiere trauma Hospital Highland/Alameda County Medical Center as a registered nurse with Oncology/Chemotherapy and Acute Heart condition patients. His passion is sharing his knowledge of various creative disciplines with students and community of varying skill levels to see them reach their potential.

The CoA FabLab completed a 2-year grant (2017-19) totaling over \$500,000 to develop the Advanced Manufacturing Fabrication Lab (FabLab) and deepen connections with courses and curriculum. The lab is used to introduce and expose CE students as well as students from all other disciplines to innovations and advancements in computer-based manufacturing technologies. The college is working to institutionalize the Fablab. At this juncture, funding has been identified for Summer/Fall 2019 operational costs. The college is seeking grants and other funding opportunities to keep the FabLab operational in Spring 2020 and beyond. If other sources of funds are secured and satisfactory performance an ICC addendum will be brought to the December 2019 Board of Trustees meeting for consideration and approval.

Serving as an open entry/exit studio resource, as well as a campus hub for interdisciplinary curriculum, the CoA FabLab serves to ready students for entry into four-year universities, help prepare them for the rapidly evolving workplace, and for career opportunities in Advanced Manufacturing.

The FabLab has successfully assisted a number of departments to enhance curriculum and develop project based learning activities in the FabLab, a role that the CoA FabLab wants to expand. The CoA Art, Apparel Design and Merchandising, Business, English, and Biology departments have made use of the FabLab. Additionally, students, faculty, and administration at the Alameda Science and Technology Institute (ASTI) a High school located on campus, are actively engaged with the FabLab. We also plan to expand our involvement with ASTI.

The CoA FabLab is partnered with the Alameda County Office of Education to support the development of FabLab integration and professional development for our regional K12 partners.

Deliverables and Scope of Work:

The FabLab Technician will be responsible for the maintenance of the equipment throughout the lab. This position will work closely with faculty, staff, and students to support the development and operation of programs that serve the college, community, and public audiences.

Duties will include:

- Maintain and repair equipment within the FabLab.
- Troubleshoot software and machines.
- Implement lab workflow and safety procedures.
- Facilitate lab workshops as needed.
- Receive and stock equipment and material orders.
- Develop organizational systems for improving and maintaining the FabLab.
- Staff open lab times.

Anticipated Completion Date:

December 17, 2019

Evaluation and Recommended Action:

The College of Alameda President's Office has evaluated the deliverables to date for VS tech (Vincent Stevenson) and found them to be satisfactory.

The Chancellor recommends approval.

File Attachments

[VS Tech ICC 15577 BOT 6-11-19.pdf \(1,012 KB\)](#)

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.

Workflow

Workflow

May 22, 2019 7:04 PM :: Submitted by Teodora Washington. Routed to Tim Karas for approval.

May 23, 2019 1:23 PM :: Approved by Tim Karas. Routed to Albert Harrison for approval.

May 23, 2019 2:10 PM :: Approved by Albert Harrison. Routed to Legal Counsel for approval.

Jun 3, 2019 12:21 PM :: Routed back to Tim Karas by Brenda Martinez.

Jun 3, 2019 3:08 PM :: Approved by Tim Karas. Routed to Albert Harrison for approval.

Jun 3, 2019 3:59 PM :: Approved by Albert Harrison. Routed to Legal Counsel for approval.

Jun 5, 2019 10:43 PM :: Approved by Legal Counsel. Routed to Fran White for approval.

Jun 6, 2019 4:14 PM :: Final approval by Fran White

Subject

5.8 Consider Ratification of a Contract with Charter Bros for Bus Transportation Services in the Amount of \$4,075. Presenter: President Gilkerson.

Meeting

Jun 11, 2019 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

5. CONSENT CALENDAR - ACADEMIC AFFAIRS

Type

Action (Consent)

Preferred Date

Jun 11, 2019

Absolute Date

Jun 11, 2019

Fiscal Impact

No

Dollar Amount

\$4,075.00

Budgeted

Yes

Budget Source

California Community Colleges State Chancellor's Office Deputy Sector Navigator grant

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

Charter Bros has been a long-time provider of bus transportation services to Peralta Community College District. In fiscal year 2018-2019 they had previously provided transportation services to

Peralta colleges for various activities in the total amount of \$21,715, including three ICCs and one Purchase Order without an ICC. With the addition of this current contract in the amount of \$4,075, the total cost for FY 18-19 is equal to \$25,790 (see chart). The current item is the cost of transportation for Oakland Unified School District (OUSD) students to two events--three all-day buses for Laney Manufacturing Day and one bus for an event at the Carpenters' Training Center.

Charter Bros. Contracts FY 18-19	Date Approved	Amount
#125203 - Bus Transportation Services - Laney	7/25/18	\$1,200
Paid on Purchase Order to Charter Bros. from COA - no ICC	8/3/18	\$1,100
#128500 - Bus Transportation Services - Laney	1/7/19	\$15,915
#22013 - Bus Transportation Services - COA	4/9/19	\$3,500
#12841 - Bus Transportation Services - Laney	Pending Bd. Approval	\$4,075
TOTAL		\$25,790

Deliverables and Scope of Work:

Bus transportation services for two events:

- Three all-day buses for transport from various OUSD high schools including McClymonds, Skyline, Dewey, Lighthouse Charter, Castlemont, and Oakland Tech to visit local manufacturers and then to Laney for Manufacturing Day event.
- One bus for Skyline High School students to tour Carpenters' Apprenticeship Training Center in Pleasanton, California.

Anticipated Completion Date:

June 15, 2019

Evaluation and Recommended Action:

The CTE Division of Laney College has evaluated the services of Charter Bros. and found them to be satisfactory. Ratify the contract with Charter Bros for \$4,075 for bus transportation services.

File Attachments

[Final Charter Bros. BOT packet 060319.pdf \(10,802 KB\)](#)

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[Workflow](#)

Workflow

May 23, 2019 2:06 PM :: Submitted by Peter Crabtree. Routed to Peter Crabtree for approval.

May 23, 2019 2:11 PM :: Approved by Peter Crabtree. Routed to Tammeil Gilkerson for approval.

May 23, 2019 3:21 PM :: Rejected by Tammeil Gilkerson

May 23, 2019 4:30 PM :: Submitted by Peter Crabtree. Routed to Peter Crabtree for approval.

May 23, 2019 4:30 PM :: Approved by Peter Crabtree. Routed to Tammeil Gilkerson for approval.

May 23, 2019 5:01 PM :: Rejected by Tammeil Gilkerson

May 23, 2019 5:13 PM :: Submitted by Peter Crabtree. Routed to Peter Crabtree for approval.

May 23, 2019 5:14 PM :: Approved by Peter Crabtree. Routed to Tammeil Gilkerson for approval.

May 23, 2019 5:40 PM :: Approved by Tammeil Gilkerson. Routed to Albert Harrison for approval.

May 23, 2019 5:41 PM :: Approved by Albert Harrison. Routed to Legal Counsel for approval.

Jun 3, 2019 1:08 PM :: Routed back to Peter Crabtree by Brenda Martinez.

Jun 3, 2019 1:41 PM :: Approved by Peter Crabtree. Routed to Tammeil Gilkerson for approval.

Jun 3, 2019 6:41 PM :: Approved by Tammeil Gilkerson. Routed to Albert Harrison for approval.

Jun 3, 2019 6:47 PM :: Approved by Albert Harrison. Routed to Legal Counsel for approval.

Jun 5, 2019 10:43 PM :: Approved by Legal Counsel. Routed to Fran White for approval.

Jun 6, 2019 4:14 PM :: Final approval by Fran White

Subject

5.9 Consider Approval of an Independent Contractor Contract with Dr. Mark Martin dba Design 4X in the Amount Not to Exceed \$60,000 for Services to be Rendered Pursuant to Grant Management of the Regional Deputy Sector Navigator Advanced Manufacturing Grant. Presenter: President Gilkerson.

Meeting

Jun 11, 2019 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

5. CONSENT CALENDAR - ACADEMIC AFFAIRS

Type

Action (Consent)

Preferred Date

Jun 11, 2019

Absolute Date

Jun 11, 2019

Fiscal Impact

No

Dollar Amount

\$60,000.00

Budgeted

Yes

Budget Source

California Community Colleges Chancellor's Office, Deputy Sector Navigator for Advanced Manufacturing Grant.

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

Laney College has been given a grant from the State Chancellor's office in the amount of \$200,000 to support the Deputy Sector Navigator role in Advanced Manufacturing for the time period of November 1, 2018 – October 31, 2019. This agenda item renews the contract for Dr. Martin from July 1, 2019 – October 31, 2019.

The role of the Deputy Sector Navigator regional director is to coordinate and collaborate regionally among the twenty-eight (28) Bay Area community colleges, workforce organizations and industry within the advanced manufacturing sector. The DSN works to develop effective sector partnerships with employers, regional consortium, community colleges, high schools,

ROPs, Workforce Investment Boards (WIBS), and other regional organizations to ensure a skilled workforce in support of the regional economy and industry sector and to establish career pathways.

Dr. Mark Martin (doing business as Design4X, Inc.) will continue to provide services to this project in an amount not to exceed \$55,000 from 7/1/2019 – 10/31/2019. In addition, \$5,000 will be available for reimbursement of travel and business expenses related to his services for a total amount not to exceed \$60,000.

Dr. Martin has been working with Laney College since February 2012. Since 2013 he has been the Deputy Sector Navigator in Advanced Manufacturing and prior to that he was project director for the Bay Area Workforce Funding Collaborative. Before that he was the California CTE Director for Manufacturing, Engineering and Technology career pathways at the Center for Applied Competitive Technologies at City College of San Francisco.

Martin has a Ph.D. in Mechanical Engineering from Stanford University, an MS in Mechanical Engineering from the Massachusetts Institute of Technology (MIT), and an MBA from the Sloan School of Management at MIT. Martin has demonstrated expertise in manufacturing project management, Six Sigma for engineering, online course development, K-12 educational program development for manufacturing and engineering, and development and delivery of advanced curriculum in manufacturing design and engineering. Martin has been on the faculty at Stanford University in the School of Engineering. Martin has provided business consulting services to manufacturers such as Hewlett Packard, ABB, Google, Cisco Systems, and Toshiba.

Deliverables and Scope of Work:

- Work collaboratively in a network comprised of the statewide sector navigator and other Deputy Sector Navigators within the sector, the Chair and/or Co-Chairs of the Regional Consortia, the Regional Consortium, and individual colleges within the region offering courses and programs within the sector.
- Assist in developing faculty collaboratives, connect programs and employers, and promote and strengthen curriculum and program alignment.
- Assist in aligning relevant programs and curriculum offered by colleges within the regional consortium to the needs of advanced manufacturing employers.
- Work with employers, industry and labor organizations, and Workforce Investment Boards within the Bay Area to determine gaps in the workforce needs; promote integration of workforce training and employment; strengthen programs within manufacturing at regional colleges and high schools; provide incumbent worker training; promote opportunities for contract education and faculty professional growth; and overall promote and support growth of manufacturing within the Bay Area.

- Work with representatives of business, labor, and professional trade associations to develop and implement courses and programs to train incumbent workers in the regional industry sector.
- Collect and report data on all required accountability measures working with common metrics and accountability measures, and working with the statewide LaunchBoard initiative.
- Partner with other organizations in the region and state (Manex, Division of Apprenticeship Standards, National Tooling and Machining Association, California Manufacturing and Technology Association, Go-Biz, California Industrial Technology Educators Association, national labs, universities, etc.) to coordinate and promote strategies related to manufacturing.
- Promote outreach efforts to encourage enrollment in manufacturing training programs.
- Manage the development of the DSN program, including strategic plan, project milestones, project deliverables and establishing program strategic priorities.
- Establish partnerships with industry leaders and other Deputy Sector Navigators, WDB's, and community college program to establish advisory groups for development, review and analysis of manufacturing workforce data.
- Review, analyze and report current and historic data and materials related to the manufacturing sector.
- Represent Laney and the Bay Area community colleges at regional, state and if required, national meetings and conferences dealing with Advanced Manufacturing Issues.

Anticipated Completion Date:

October 31, 2019

Evaluation and Recommended Action:

The CTE Division of Laney College has evaluated the ongoing services of Dr. Mark Martin *dba Design 4X* and found them to be satisfactory. Approve the Independent Contractor Contract with Dr. Mark Martin *dba Design 4X* in the amount not to exceed \$60,000 for services to be rendered pursuant to grant management of the regional Deputy Sector Navigator Advanced Manufacturing grant.

The Chancellor recommends approval of the ICC with Dr. Mark Martin *dba Design 4X*.

File Attachments

[Final Martin BOT Packet 060319.pdf \(2,691 KB\)](#)

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.

[Workflow](#)

Workflow

May 23, 2019 2:47 PM :: Submitted by Peter Crabtree. Routed to Peter Crabtree for approval.

May 23, 2019 2:47 PM :: Approved by Peter Crabtree. Routed to Tammeil Gilkerson for approval.

May 23, 2019 3:08 PM :: Approved by Tammeil Gilkerson. Routed to Albert Harrison for approval.

May 23, 2019 5:23 PM :: Approved by Albert Harrison. Routed to Legal Counsel for approval.

Jun 3, 2019 1:08 PM :: Routed back to Peter Crabtree by Brenda Martinez.

Jun 3, 2019 1:25 PM :: Approved by Peter Crabtree. Routed to Tammeil Gilkerson for approval.

Jun 3, 2019 6:41 PM :: Approved by Tammeil Gilkerson. Routed to Albert Harrison for approval.

Jun 3, 2019 6:46 PM :: Approved by Albert Harrison. Routed to Legal Counsel for approval.

Jun 5, 2019 10:44 PM :: Approved by Legal Counsel. Routed to Fran White for approval.

Jun 6, 2019 4:15 PM :: Final approval by Fran White

Subject

5.10 Consider approval of an Independent Consultant Services contract for Richard Rothbart dba X and Y Design in the amount of not to exceed \$76,800 to support the Laney College FabLab. Presenter: President Gilkerson

Meeting

Jun 11, 2019 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

5. CONSENT CALENDAR - ACADEMIC AFFAIRS

Type

Action (Consent)

Preferred Date

Jun 11, 2019

Absolute Date

Jun 11, 2019

Fiscal Impact

No

Dollar Amount

\$76,800.00

Budgeted

Yes

Budget Source

California State Chancellor's Office Strong Workforce Round 2 Local, Round 2 Regional, and CTE Perkins funds.

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

The Laney College FabLab has been serving Laney CTE and engineering students, faculty, and staff since Spring 2015. The lab offers free access for students and faculty to learn valuable advanced computer aided design, computer programming, and rapid manufacturing techniques across multiple platforms. The wide range of skills used in the application of design software interfacing with fabrication equipment has led to the emerging professional field of Digital Fabrication Technology. Laney's FabLab is currently supporting the development of a new interdisciplinary CTE certificate in the field of Digital Fabrication Technology including the Architecture, Engineering, Machine Technology, Wood Technology, and Carpentry departments. The FabLab serves a wide and diverse range of CTE and liberal arts students, faculty, and staff. As of April 2019, the Lab has served over 1,000 students, with more than 2,000 sign-ins registered at the lab. Our data show that use of the FabLab is rapidly growing. Within the last 6 weeks, the Lab has had 330 sign-ins from 129 students with more than 694 cumulative student use hours.

FabLabs and Maker-spaces installed in high schools have also provided an avenue for younger students to reconnect with the use of hand and power tools, software applications, and advanced manufacturing equipment. High school students exposed to these tools and processes are more likely to enter promising fields in advanced manufacturing including Machine Technology, Cabinet-making, and Engineering.

In addition to the services provided to the campus, the FabLab seeks to:

1. Encourage community-building within the Bay Area's regional FabLab network including area high schools;
2. Support faculty in embedding fabrication technology into instruction;
3. Partner with businesses to produce innovation-ready graduates;
4. Create relevant career pathways and stackable credentials, promotes student success and gets Californians into open jobs;
5. Share best practices in infusing "making", innovation, and entrepreneurship into students' college experiences to prepare them for STEM/STEAM careers.

Mr. Richard Rothbart founded X and Y Design in 2017 building on a decade of custom fabrication work. He has a B.S. in Sociology from UC Santa Cruz which encompasses years of experience with homelessness issues. He received his certificate in Wood Technology at Laney College, where he honed

his skills in traditional and modern methods of designing and fabricating products. He also completed courses in Machine Technology and Welding. He has served as the Lead in the FabLab for 1.5 years and another 2 years as an Instructional Assistant for the Wood Tech Department.

Deliverables and Scope of Work:

Tasks include but are not limited to:

- General oversight and coordination of daily FabLab operations;
- Actively outreach and coordinate with interested faculty to incorporate the FabLab into their course curriculum;
- Organize collaboration between high school FabLabs and Makerspaces in the region to consult in equipment and software training;
- Support tours for high school students and teachers to expose these groups to FabLab opportunities, designs, products, and equipment;
- Support faculty to develop project-based learning opportunities for students in CTE and STEAM (Science Technology Engineering Art & Math) Departments;
- Develop and institute Lab workflow and safety procedures;
- Support faculty in development of curriculum for instructional purposes;
- Coordinate and consult in the development of an interdisciplinary Digital Fabrication Technology college certificate;
- Provide staff support during lab operations;
- Facilitate and create Lab workshops, as needed;
- Coordinate the purchase of equipment and materials
- Develop plan for hours of operation, staffing and procedures;
- Develop a supplementary revenue generation strategy.

Anticipated Completion Date:

June 30, 2020

Evaluation and Recommended Action:

The Laney College CTE Division has evaluated the deliverables to date for Rick Rothbart dba X and Y design and found them to be satisfactory.

The Chancellor recommends approval.

File Attachments

Final X and Y BOT packet 060319[1].pdf (1,903 KB)

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.

[Workflow](#)

Workflow

May 23, 2019 6:54 PM :: Submitted by Peter Crabtree. Routed to Peter Crabtree for approval.

May 23, 2019 6:54 PM :: Approved by Peter Crabtree. Routed to Tammeil Gilkerson for approval.

May 23, 2019 7:56 PM :: Approved by Tammeil Gilkerson. Routed to Albert Harrison for approval.

May 23, 2019 9:47 PM :: Approved by Albert Harrison. Routed to Legal Counsel for approval.

Jun 3, 2019 1:08 PM :: Routed back to Peter Crabtree by Brenda Martinez.

Jun 3, 2019 2:39 PM :: Approved by Peter Crabtree. Routed to Tammeil Gilkerson for approval.

Jun 3, 2019 6:41 PM :: Approved by Tammeil Gilkerson. Routed to Albert Harrison for approval.

Jun 3, 2019 6:46 PM :: Approved by Albert Harrison. Routed to Legal Counsel for approval.

Jun 6, 2019 12:31 AM :: Approved by Legal Counsel. Routed to Fran White for approval.

Jun 6, 2019 4:13 PM :: Final approval by Fran White

Subject

5.11 Consider Approval for Timothy Gibbon in the amount of \$60,320.00 for providing online support for the colleges' LMS/Canvas users. Presenter: Vice Chancellor Brown

Meeting

Jun 11, 2019 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

5. CONSENT CALENDAR - ACADEMIC AFFAIRS

Type

Action (Consent)

Preferred Date

Jun 11, 2019

Absolute Date

Jun 11, 2019

Fiscal Impact

Yes

Dollar Amount

\$60,320.00

Budgeted

Yes

Budget Source

General Funds

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

In past years, Timothy Gibbon has provided helpdesk support to students taking online and hybrid courses using Moodle and provided support to faculty teaching these courses. In August 2018, the Peralta Colleges discontinued the use of Moodle and began exclusively using Canvas as the designated LMS (Learning Management System). Because Canvas offers a variety of strong pedagogical and creative features, and because of the growth in hybrid/online course offerings at Peralta, Canvas is being used (in some capacity) by most students and faculty in the district. Additionally, Canvas is currently being used for online tutoring, instructional design trainings, professional development, college and department activities, and by some learning communities as a platform to build connection and shared resources. As a result of these additional uses and growth, Tim Gibbon's support aids best teaching practices for faculty and success for students.

Deliverables and Scope of Work:

Vendor will provide online support through the Peralta Helpdesk system to students and faculty using the district LMS. Hours of work are primarily evenings and weekends, with day hours worked when workload requires it. Hours are increased during high use periods or each semester. Service includes tracking, organizing, and reporting user experience (successes and issues) to Distance Education staff and/or management, so that modifications and improvements can be made.

Anticipated Completion Date:

June 30, 2020

Evaluation and Recommended Action:

The District's Department of Academic Affairs has evaluated the deliverables to date for Timothy Gibbon and found them to be satisfactory.

The Chancellor recommends approval.

File Attachments

[ICC 19138 Timothy Gibbon.pdf \(1,069 KB\)](#)

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.

[Workflow](#)

Workflow

May 22, 2019 1:37 PM :: Submitted by Constance Koo. Routed to Siri Brown for approval.

May 23, 2019 2:51 PM :: Approved by Siri Brown. Routed to Albert Harrison for approval.

May 23, 2019 3:02 PM :: Approved by Albert Harrison. Routed to Legal Counsel for approval.

Jun 6, 2019 12:31 AM :: Approved by Legal Counsel. Routed to Fran White for approval.

Jun 6, 2019 4:13 PM :: Final approval by Fran White

Subject

5.12 Consider Approval of a contract between PCCD and Jorge Nunez, L.A.C. not to exceed \$71,980 for 2019-20 FY for coordinating Acupuncture/ Massage services for Peralta Students. Presenter: Vice Chancellor Jason Cifra

Meeting

Jun 11, 2019 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

5. CONSENT CALENDAR - ACADEMIC AFFAIRS

Type

Action (Consent)

Preferred Date

Jun 11, 2019

Absolute Date

Jun 11, 2019

Fiscal Impact

Yes

Dollar Amount

\$71,980.00

Budgeted

Yes

Budget Source

Student Health Fee- General Funds

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

Peralta Health Services has been providing stress-management and pain-relief service for all PCCD students at each college site since 2011. The goal is to continue to offer these services during the new academic year (2019-2020). These services are always in high demand from students and are targeted to bridge stress and other minor health care issues, particularly around finals. Peralta Health services is committed to offering a holistic approach to health care that includes alternatives to traditional medicine and complementary health services.

Deliverables and Scope of Work:

Acupuncture/Massage: provides relief of the following ailments/complaints through acupuncture/massage:

general stress & high BP

- weight loss assistance
- lower back, hip & knee pain
- smoking cessation
- arm, shoulder & neck pain
- headaches, migraines, TMJ
- poor memory & concentration
- anger, irritability

Description	Amount	Approval Date	Anticipated Date
ICC 19142	71,980	6/11/2019	6/11/2019

Anticipated Completion Date:

June 30, 2020

Evaluation and Recommended Action:

The District's Student Affairs department has evaluated the deliverables to date for Jorge Nunez and found them to be satisfactory.

The Chancellor recommends approval.

File Attachments

[Jorge Nunez Acupuncture and Massage Therapist Agreement 2019-2020.pdf \(1,379 KB\)](#)

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.

[Workflow](#)

Workflow

May 23, 2019 5:08 PM :: Submitted by Shanova Berry. Routed to Jason Cifra for approval.

May 23, 2019 6:15 PM :: Approved by Jason Cifra. Routed to Albert Harrison for approval.

May 23, 2019 6:45 PM :: Approved by Albert Harrison. Routed to Legal Counsel for approval.

Jun 4, 2019 12:26 PM :: Rejected by Legal Counsel

Jun 4, 2019 1:05 PM :: Submitted by Shanova Berry. Routed to Jason Cifra for approval.

Jun 4, 2019 1:07 PM :: Rejected by Legal Counsel

Jun 4, 2019 1:17 PM :: Submitted by Shanova Berry. Routed to Jason Cifra for approval.

Jun 5, 2019 1:36 PM :: Approved by Jason Cifra. Routed to Albert Harrison for approval.

Jun 5, 2019 4:33 PM :: Approved by Albert Harrison. Routed to Legal Counsel for approval.

Jun 6, 2019 7:53 PM :: Approved by Legal Counsel. Routed to Fran White for approval.

Jun 6, 2019 7:54 PM :: Rejected by Brenda Martinez

Jun 6, 2019 8:04 PM :: Submitted by Shanova Berry. Routed to Jason Cifra for approval.

Jun 6, 2019 8:04 PM :: Approved by Jason Cifra. Routed to Albert Harrison for approval.

Jun 6, 2019 8:05 PM :: Rejected by Shanova Berry

Jun 6, 2019 8:05 PM :: Submitted by Shanova Berry. Routed to Jason Cifra for approval.

Jun 6, 2019 8:06 PM :: Approved by Jason Cifra. Routed to Albert Harrison for approval.

Jun 6, 2019 8:06 PM :: Forced Approval by Brenda Martinez as the document publisher.

6. CONSENT CALENDAR - FACILITIES

Subject

6.1 Consider Approval of Measure A Bond Budget Transfer and Appropriations for the Laney ADA Project and Utility Infrastructure Project (No. 128). Presenter: Vice Chancellor Sata

Meeting

Jun 11, 2019 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR - FACILITIES

Type

Action (Consent)

Preferred Date

Jun 11, 2019

Absolute Date

Jun 11, 2019

Fiscal Impact

No

Dollar Amount

\$725,356.00

Budgeted

Yes

Budget Source

Measure A General Obligation Bond (Fund 63)

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

Laney College (and its constituents) have agreed to transfer Measure A funds from the "Furniture, Fixtures, & Equipment (FF&E) Project" and the "Swing Space Project" to the "ADA Modernization Project." The additional funds are to support the ADA Modernization of the facility as part of Payne vs Peralta, which is time sensitive. The funds are required to address the ADA issues at Laney College.

Deliverables and Scope of Work:

#	Project Name	Current Budget	Revised Budget	Transfer Amount
	Measure A Transfer To:			
2348	Laney ADA Modernization Project	3,714,787	4,215,143	500,356
2423	Laney Utility Infrastructure	92,039	317,039	225,000
	Total Transfer:			725,356
	Measure A Transfer From:			
2301	Laney FF&E	7,216,687	7,051,687	165,000
2336	Swing Space	2,691,656	2,356,300	335,356
2460	Laney Health Clinic	400,000	175,000	225,000
	Total Transfer			725,356

Budget Transfer #128 - Transfer funds of \$165,000 from FF&E (#2301) and \$335,356 from Swing Space Projects to ADA Modernization Projects (#2348) to support Peralta Community College District ADA initiatives, and transfer funds of \$225,000 from Health Clinic Project (#2460) to Utility Infrastructure Project (#2432) for the electrical work required at the Student Center and Building F.

The funds that are being moved from the Measure A Health Clinic project, will be allocated in Measure G.

Anticipated Completion Date:

The anticipated budget transfer completion date is within 30 days.

Evaluation and Recommended Action:

N/A

File Attachments

[BT 128 - Measure A Budget Transfer - Laney.pdf \(415 KB\)](#)

[Measure A Exhibit A-1.pdf \(14 KB\)](#)

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.

[Workflow](#)

Workflow

Jun 3, 2019 7:06 PM :: Submitted by Andrea Stokes. Routed to Jamille Teer for approval.

Jun 4, 2019 7:07 PM :: Approved by Jamille Teer. Routed to Leigh Sata for approval.

Jun 6, 2019 6:58 PM :: Approved by Leigh Sata. Routed to Albert Harrison for approval.

Jun 6, 2019 7:19 PM :: Approved by Albert Harrison. Routed to Fran White for approval.

Jun 6, 2019 7:20 PM :: Final approval by Fran White

Subject

6.2 Consider Ratification of Amendment #5 to an Existing Agreement with Johnson Controls (formerly Tyco/SimplexGrinnell) for District-wide Fire System Testing, Inspection, Repair and Maintenance (RFP No. 13/14-15) in the amount of \$209,919.01. Presenter: Vice Chancellor Sata

Meeting

Jun 11, 2019 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR - FACILITIES

Type

Action (Consent)

Preferred Date

May 28, 2019

Absolute Date

May 28, 2019

Fiscal Impact

Yes

Dollar Amount

\$209,919.01

Budgeted

Yes

Budget Source

General Fund

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

On January 21, 2014, the Board approved a contract for Johnson Controls (then Tyco/SimplexGrinnell) in the amount of \$410,391.00. Subsequently, there have been four (4) approved amendments to the contract, as shown in table 1.1.

Table 1.1

Description & Board Approval	Amount	Contract Timeframe
Base Contract (January 21, 2014)	\$410,391.00	1/1/14 to 12/31/16
Amendment #1 (March 11, 2015)	\$120,000.00	6/1/14 to 6/30/17
Amendment #2 (September 14, 2016)	\$2,246.00	No change
Amendment #3 (December 19, 2016)	\$901.19	No change
Amendment #4 (June 27, 2017)	\$383,933.50	7/1/17 to 6/30/19
Total of approved contract & amendments:	\$917,471.69	

Deliverables and Scope of Work:

The scope of work described in Request for Proposal (RFP No. 13/14-15) includes all labor, materials, equipment and supervision necessary to perform inspection, testing, maintenance and repairs to the fire alarm system at all District sites. The scope of work also includes sprinkler/standpipe systems, fire hose cabinets, inspection and testing of risers, and kitchen fire

suppression systems. The work will be done in accordance with applicable laws, codes and standards.

The Board is now asked to approve Amendment #5 to the contract, as described in table 1.2.

Table 1.2

Description of Proposals:	Amount:
1. January 18, 2018: Scope of work described in memo from previous Director of Capital Projects & Facilities to previous Chancellor.	\$162,310.00
2. December 18, 2018: Service invoice for Merritt College - Network cards and panels not communicating properly. Replacements and other work to mitigate completed.	\$12,802.14
3. February 4, 2019: Proposal and service agreement for system repairs per project list dated January 29-30. Short circuiting & ground faults, programming and testing, once devices are repaired.	\$43,325.00
4. March 28, 2019: Proposal and service agreement for work associated with list developed to repair various panels and devices at Laney College.	\$16,576.00
5. May 8, 2019: Proposal and service agreement to troubleshoot various devices at Laney College and repair, including network initiation and battery replacement.	\$4,905.87
Amendment #5 (this approval): Total of memo, invoice, and proposals & service agreements (Attachment 1):	\$209,919.01
Previously Board approved contract and amendments #1 through #4 (from table 1.1, above):	\$917,471.69
Total contract and all amendments for this vendor, if approved:	\$1,127,390.70

Anticipated Completion Date:

The work associated with this request will be completed by June 30, 2019.

Evaluation and Recommended Action:

The Vice Chancellor of General Services, Vice Chancellor of Finance and Administration, and Chancellor recommend this approval

File Attachments

[190528 JohnsonControls Amendment1.pdf \(3,818 KB\)](#)

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.

7. CONSENT CALENDAR - HUMAN RESOURCES

Subject

7.1 Consider Approval of a Request from Elvira Kontorov to participate in the Reduced Workload Program (RWP). Presenter: Vice Chancellor Whittaker

Meeting

Jun 11, 2019 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

7. CONSENT CALENDAR - HUMAN RESOURCES

Type

Action (Consent)

Preferred Date

Jun 11, 2019

Absolute Date

Jun 11, 2019

Fiscal Impact

No

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

The Office of Human Resources and Employee Relations reviewed the request from Ms. Kantorov to participate in the RWP and determined that Ms. Kantorov meets the qualifications pursuant to Education Code Section 87483 as follows:

- Ms. Kantorov is at least 55 years old.
- She has been a full-time instructor for 20 years.
- She has been employed on a full-time basis in an academic position for at least five years, with no break in service.

Ms. Kantorov's request for a reduced workload at 70% shall become effective in the Fall 2019 semester and 70% in the Spring 2020 semester. This request for approval of the RWP Agreement is in accordance with Article 27, Paragraph C.1 of the Collective Bargaining Agreement, which directs qualified employees to "initiate this procedure by formal written request to the Board of Trustees delivered to the College President."

Deliverables and Scope of Work:

N/A

Anticipated Completion Date:

End of the 2020 Spring Semester.

Evaluation and Recommended Action:

The Chancellor recommends approval.

File Attachments

[Reduced Workload Program CALSTRS Circular.pdf \(194 KB\)](#)

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.

[Workflow](#)

Workflow

May 21, 2019 6:51 PM :: Submitted by Socorro Taylor. Routed to Chanelle Whittaker for approval.

May 21, 2019 6:53 PM :: Approved by Chanelle Whittaker. Routed to Fran White for approval.

Jun 6, 2019 4:15 PM :: Final approval by Fran White

Subject

7.2 Consider Approval of a Request from Inger Stark to participate in the Reduced Workload Program (RWP). Presenter: Vice Chancellor Whittaker

Meeting

Jun 11, 2019 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

7. CONSENT CALENDAR - HUMAN RESOURCES

Type

Action (Consent)

Preferred Date

Jun 11, 2019

Absolute Date

Jun 11, 2019

Fiscal Impact

No

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

The Office of Human Resources and Employee Relations reviewed the request from Ms. Stark to participate in the RWP and determined that Ms. Stark meets the qualifications pursuant to Education Code Section 87483 as follows:

- Ms. Stark is at least 55 years old.
- She has been a full-time instructor for 15 years.
- She has been employed on a full-time basis in an academic position for at least five years, with no break in service.

Ms. Stark' s request for a reduced workload at 80% shall become effective in the Fall 2019 semester and 80% in the Spring 2020 semester. This request for approval of the RWP

Agreement is in accordance with Article 27, Paragraph C.1 of the Collective Bargaining Agreement, which directs qualified employees to “initiate this procedure by formal written request to the Board of Trustees delivered to the College President.”

Deliverables and Scope of Work:

N/A

Anticipated Completion Date:

End of the 2020 Spring Semester.

Evaluation and Recommended Action:

The Chancellor recommends approval.

File Attachments

[Reduced Workload Program CALSTRS Circular.pdf \(194 KB\)](#)

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.

[Workflow](#)

Workflow

May 21, 2019 6:52 PM :: Submitted by Socorro Taylor. Routed to Chanelle Whittaker for approval.

May 21, 2019 6:53 PM :: Approved by Chanelle Whittaker. Routed to Fran White for approval.

Jun 6, 2019 4:15 PM :: Final approval by Fran White

Subject

7.3 Consider Approval of Short-term Assignments

Meeting

Jun 11, 2019 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

7. CONSENT CALENDAR - HUMAN RESOURCES

Type

Action (Consent)

Presenter: Interim Vice Chancellor Whittaker

Pursuant to California Education Code Section 88003, the list below contains the name, scope of service, position title, site location, and service end date of the candidates recommended for Interpreter and Lifeguard assignments in non-academic short-term positions.

DSPS Interpreters and Instructional Assistants

Interpreters are responsible for interpreting in a variety of settings related to classes and events within the scope of Peralta Community College District. Federal Law mandates the need for effective communication with hard of hearing and deaf students since the passage of the American with Disabilities Act in 1990. In response to this Federal mandate, Peralta uses sign language interpreters to meet the needs of deaf and hard of hearing students enrolled in classes. Instructional Assistants provide assistance with tutoring, assessment, and accommodations for individuals with disabilities. Needs are based on enrollment each semester. Work hours are dependent upon student registration and Interpreter/Instructional Assistant skill and availability.

Please consider the following requests to hire to fulfill this compliance requirement and to establish a viable Interpreter pool to accommodate deaf and hard of hearing students. All DSPS Interpreters Instructional Assistants will be limited to a maximum of 40 hours per week and 184 working days through June 30, 2020.

Interpreter II - All Campuses

- Buitrago, Anita
- Donaville-Sims, Sherrie
- Holcom, Mark
- Huang, Jian
- Phoenix, Danielle

Interpreter III - All Campuses

- Barnett, Jennifer
- Barry, Jenna
- Cahn, Lisa
- Callahan, Chase
- Evangelista, Karen
- Gottermeyer, Lindsay
- Kendrick, Kelsey
- Melendez-Galindo, Alexandra
- Michael, Reid
- Olson, Carmen
- Ramirez, Juan
- Sanchez-Barrera, Norma Elena
- Vorachit, Peter

Interpreter, Partially Certified - All Campuses

- Lambert, Mary
- Shephard, Rebecca
- Spencer Vacca, Laura

Interpreter, Certified - All Campuses

- Watson, Kishana

Interpreter, Fully Certified - All Campuses

- Albertini, Sophia
- Brown, Gerald

- Danton, Rebecca
- Dieckman, Deanna
- Dulaney, Rachel
- Esse, Geneavive
- Hernandez, Kimberly
- Ingersoll Lubas, Valerie
- Kanzell, Hannah
- Lathuras, Carol
- Levine, Meg
- Moore, Lisa
- Smith, Ann-Marie
- Taylor, Deborah
- Thigpen, Krista
- Vezina, Holly
- Vierra, Jeremiah
- Wong, Evelyn

Master Interpreters - All Campuses

- Bishop, Judith
- Cook, Shelby
- Day, Carol
- Epiteacio, Robin
- Peterson, Stephen
- Sattergren, Suzanne
- Turner, Catherine

Instructional Assistants/DSPS

- Cael, Kim – Inst Asst II – Laney College
- Carter, Aidan – Inst Asst I – Berkeley City College
- Freed, Nancy - Inst Asst IV - College of Alameda
- Hasse, Geraldine – Inst Asst I – College of Alameda
- Jones, Palmis – Inst Asst IV – Merritt College
- Laniohan, Aurora - Inst Asst IV - College of Alameda
- Mofidi, Mitra – Inst Asst IV – Merritt College
- Pace, Joshua – Inst Asst I – Laney College
- Spencer Vacca, Laura – Inst Asst IV - College of Alameda
- Toliver, Geneva – Inst Asst III – Merritt College
- Tran, Van - Inst Asst I – College of Alameda
- Tran, Vy,- Inst Asst III – College of Alameda
- VanBuhler, Belinda – Inst Asst IV - College of Alameda

- Vorachit, Peter – Inst Asst IV – Laney College
- Wright, Wanda - Inst Asst IV – College of Alameda

Lifeguards are responsible for managing all aspects of safety around the Laney College Pool and pool participants. Duties also include monitoring of all pool activities and performance of preventative measures to ensure participant safety, and performance of any lifeguard rescues or first aid needed in an emergency.

State law mandates that there must be a lifeguard certified individual over any aquatic activity in a public pool. It can be an instructor, if they have no other duties to perform other than to supervise the safety of participants in water-contact activities. (California Health and Safety Code section 116028). Laney instructors are required to take roll, perform individual testing, and instruct students individually which conflicts with the “no other duties” part of the state code.” Please consider the following requests to hire to fulfill this safety requirement. All Lifeguards will be limited to 30 hours per week or less, and a maximum of 500 hours through June 30, 2020. Weekly work hours dependent upon class schedule and Lifeguard availability.

Lifeguards – Laney College

- Brinson, Sabah
- Casper, Cedar
- McCarthy, Edward
- Mosley-Moon, Reginald
- Pena, Jessica,
- Protho, Makhayla
- Xiong, Zhenyu,
- Zhu, Haonan

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.

Workflow

Workflow

May 28, 2019 5:28 PM :: Submitted by Ruby Andrews. Routed to Chanelle Whittaker for approval.

Jun 4, 2019 4:31 PM :: Approved by Chanelle Whittaker. Routed to Fran White for approval.

Jun 6, 2019 4:15 PM :: Final approval by Fran White

8. ACTION ITEMS

Subject

8.1 Consider Approval of Amendment No. 2 for a contract extension with Alameda County Sheriff's Office to provide police services to the Peralta Community College District for an additional one (1) year term in the amount of \$4,146,842.31. Presenter: Vice Chancellor Sata

Meeting

Jun 11, 2019 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

8. ACTION ITEMS

Type

Action

Preferred Date

Jun 11, 2019

Absolute Date

Jun 11, 2019

Fiscal Impact

Yes

Dollar Amount

\$4,146,842.31

Budgeted

Yes

Budget Source

General Fund

Information for Reconsideration of Amendment No. 2:

After receiving input from the Governing Board regarding police and security services at the May 28, 2019 Board meeting and developing an approach to study and comprehensively assess security services District-wide, the Chancellor recommends approval of Amendment No. 2 extending Alameda County Sheriff's Office police services with revisions that are reflective of the Governing Board's feedback, particularly to enhance the partnership between the District and the Alameda County Sheriff's Office. Specifically, Amendment No. 2 has been revised to add terms related to: Apprenticeships, Community Policing, Constructive Dialogue, possible Training and Evaluation of services.

In addition, the Chancellor is now overseeing a plan for a comprehensive needs assessment, study of multiple police service delivery methods and market study. The Chancellor has

committed to providing the Governing Board with security options and recommendations by December 2019. The process will also include the development of a District Value Statement related to security services through the Shared Governance process.

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

On June 23, 2015, the Governing Board of Trustees approved the original contract agreement for Alameda County Sheriff’s security services for the period from July 1, 2015 until June 30, 2018 (3 year term). The Alameda County Sheriff’s Office administered this contract on behalf of the County of Alameda. The original contract enabled the Governing Board of Trustees to extend the contract for an additional one (1) or two (2) years for a total not exceed five (5) years. On January 20, 2018 the Governing Board of Trustees approved a one-year Amendment for the 2018-2019 year. The District is now seeking a final one-year Amendment for the 2019-2020 year.

Contract History		
Descriptions	Amounts	Board Approval
Original Agreement (3 year term) – Attachment #1	\$10,521,915.45	06-23-2015
Amendment #1 (1 year term) – Attachment #1	\$4,518,384.96	01-26-2018
Amendment #2 (1 year term)- Attachment #2	\$4,146,842.31	Seeking Approval
TOTAL:	\$19,187,142.72	

Deliverables and Scope of Work:

The Peralta Community College District secured a contract with ACSO in 1995, after eliminating its own Peralta police force due to a tragic shooting of its Chief of Police. ACSO provides security to AC Transit, some hospitals in Alameda county, and has provided services to Peralta since its original contract in 1995. The current contract extension is for one year, while the Board of Trustees review and assess the best long term solution going forward. The existing contract with the Alameda County Sheriff Office (ACSO) will end June 30, 2019. As a result, a contract renewal is warranted for police services continuation. Providing sworn police deputies to maintain safety of life and property (assets), and monitor Peralta’s campuses is essential. Under the new contract extension (Attachment #2), the Sheriff’s Office will continue to provide:

- Law enforcement services on a daily basis, 16 hours/day basis from Monday through Friday, excluding holidays, at the Laney College, (roaming services) for Merritt College, College of Alameda, including the Aviation Building.
- Alarm monitoring and public inquiry services on a daily a 24/7 basis through the Dispatch Command Center located at the District's Administrative Center.
- Parking enforcement district-wide.
- Related administrative and crime statistical reporting services to the colleges, Administrators, Governing Board of Trustees, members of the public as required by law, especially the Clery Act.
- Provision of badge photography and processing for employees, contractors, and vendors to help ensure security.
- The proposed contract renewal will engage:
 - One (1) Lieutenant
 - One (1) Sergeant
 - Seven (7) Sheriff's Deputies
 - Six (6) Sheriff's Technicians

The benefits of ACSO performing the above services includes:

- Providing training and hiring of sheriffs and technicians at a lower cost;
- Training campus safety aides at the Merritt College Justice Academy for the District; and
- Offering Active Shooter Trainings with products, tools, and resources to help the Peralta community to prepare for and respond to an active shooter incident;

Anticipated Completion Date:

The contract termination date is June 30, 2020.

Evaluation and Recommended Action:

The District's Vice Chancellor of General Services has evaluated and recommends approval of this contract extension with the Alameda County Sheriff's Office.

The Chancellor recommends approval.

File Attachments

[Attachment #1-Alameda Sheriff Original Agreement and Amendment #1.pdf \(2,903 KB\)](#)

[2019-06-07 - Peralta ACSO Second Amendment 2019-2020 Final .pdf \(843 KB\)](#)

[Peralta FY20 Estimate v2.pdf \(529 KB\)](#)

Subject

8.2 Consider Approval of the Annual Facilities Five-Year Capital Outlay Construction Plan for FY 2021-2025 for Submission to the State Chancellor's Office and Adoption of Resolution 18/19-76. Presenter: Vice Chancellor Sata

Meeting

Jun 11, 2019 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

8. ACTION ITEMS

Type

Action

Preferred Date

Jun 11, 2019

Absolute Date

Jun 11, 2019

Fiscal Impact

No

Budgeted

Yes

Budget Source

Local Funds

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

Section 81820 of the California Education Code, requires community college districts to submit the District's Facilities Five-Year Capital Outlay Construction Plan (Five-year plan) to the California Community College Chancellor's Office (CCCCO) each year. The Five-year plan communicates to the State Chancellor's Office and other State agencies the anticipated capital outlay needs of a district for the next five-years with a focus on projects that are eligible for state matching funds. This plan does not encompass all of the projects in the District's Facilities Master Plan. The five-year plan includes information on current enrollment, projected enrollment, and instructional staff. This information, together with actual college space utilization, is analyzed to develop capacity-load ratios, which are measures of a college's space utilization in certain areas. The capacity-load ration is one factor that is considered in State funding of a capital project. The 2021-2025 Facilities Five-Year Capital Outlay Construction Plan is due to the California Community Colleges Chancellor's Office July 1, 2019.

A component of the five-year plan is the project priority list for the five-year period. The list is presented to the Board of Trustees for review and approval each year. The priority list includes all facilities needs of the District based on the Educational Master Plan and Facilities Master Plan, regardless of whether State funding will be requested. Included in the submittal of the five-year plan are brief statements from each of the College Presidents summarizing their educational plan for their college and how it relates to facility needs.

Deliverables and Scope of Work:

The District will submit to the District Facilities Five-Year Capital Outlay Construction Plan to the State Chancellor's Office. The following projects are currently on the Board of Governor's list to receive funding.

- College of Alameda - Replacement of B and E Bldg (Auto/Diesel Mechanics)
- Laney College - Modernize Theater Building

- Merritt College - Horticulture Building Replacement

Anticipated Completion Date:

Submission June 30, 2019

Evaluation and Recommended Action:

Approve submission of the 2021-2025 Facilities Five-Year Plan, Capital Outlay Construction Plan, two Final Project Proposals, one Initial Project Proposal, four College Presidents' Statements for proposed projects, one Statement of Enrollment and Demographic Overview from the Vice Chancellor of Academic Affairs to the California Community Colleges Chancellor's Office, and adopt Resolution 18/19-76 stating acceptance of the plan by the Board of Trustees as recommended.

The Chancellor recommends approval.

File Attachments

[2021-2025 5Yr Capital Outlay Plan Report.pdf \(581 KB\)](#)

[2021-2025 5-Yr Plan Statement of Enrollment and Demographic Overview from VC of Academic Affairs and Statement from College Presidents.pdf \(2,141 KB\)](#)

[18-19 76 Revised Resolution Five Year Plan 2021-2025.rtf \(143 KB\)](#)

[Workflow](#)

Workflow

May 23, 2019 8:30 PM :: Submitted by Atheria Smith. Routed to Jamille Teer for approval.

May 28, 2019 6:27 PM :: Rejected by Jamille Teer

May 28, 2019 7:11 PM :: Submitted by Atheria Smith. Routed to Jamille Teer for approval.

May 28, 2019 7:55 PM :: Approved by Jamille Teer. Routed to Leigh Sata for approval.

Jun 4, 2019 4:30 PM :: Routed back to Jamille Teer by Brenda Martinez.

Jun 6, 2019 11:53 AM :: Approved by Jamille Teer. Routed to Leigh Sata for approval.

Jun 6, 2019 6:59 PM :: Approved by Leigh Sata. Routed to Albert Harrison for approval.

Jun 6, 2019 7:19 PM :: Approved by Albert Harrison. Routed to Fran White for approval.

Jun 6, 2019 7:20 PM :: Final approval by Fran White

Subject

8.3 Consider Approval of the Peralta Community College District 2019-20 Tentative Budget. Presenter: Vice Chancellor Harrison

Meeting

Jun 11, 2019 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

8. ACTION ITEMS

Type

Action

Preferred Date

Jun 11, 2019

Absolute Date

Jun 11, 2019

Fiscal Impact

Yes

Budgeted

Yes

Budget Source

N/A

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

The 2019-20 Tentative Budget for consideration and approval.

Deliverables and Scope of Work:

N/A

Anticipated Completion Date:

N/A

Evaluation and Recommended Action:

The Chancellor recommends approval.

File Attachments

[FY20 Tentative Budget Book.pdf \(5,224 KB\)](#)

[Workflow](#)

Workflow

May 21, 2019 5:45 PM :: Submitted by Richard Ferreira. Routed to Albert Harrison for approval.

May 21, 2019 5:48 PM :: Approved by Albert Harrison. Routed to Fran White for approval.

Jun 6, 2019 4:15 PM :: Final approval by Fran White

Subject

8.4 Consider Approval of Resolution 18/19-68 to Reduce/Eliminate Certain Services and Provide Related Layoff Notices Due to Lack of Funds.

Presenter: Vice Chancellor Whittaker

Meeting

Jun 11, 2019 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

8. ACTION ITEMS

Type

Action

Preferred Date

Jun 11, 2019

Absolute Date

Jun 11, 2019

Fiscal Impact

Yes

Budgeted

Yes

Budget Source

California Campus Catalyst Grant

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

The Governing Board complies with California Education Code Section 88117 in eliminating affected positions, and the District is required by California Education Code §88017 to notify affected classified incumbents no earlier than 60 calendar days prior to the effective date of layoff.

The following classified position allocation is hereby affected by lack of funds, effective August 10, 2019:

Position Title: Program Specialist, Catalyst Grant

Layoff FTE: 1.0

Site/Department: Laney College - Student Activities & Campus Life

The Program Specialist position was funded by the California Campus Catalyst Grant. The funding will expire on June 30, 2019 and will not be renewed. Therefore, the Program Specialist position is being eliminated effective August 10, 2019.

The Chancellor or his designee is directed to:

1). Immediately notify all affected employee organizations of the issues, directions, and concerns set forth in this Resolution, in order to allow any affected organization to request to meet and negotiate any resulting effects of layoff;

2). Comply with all applicable sections of the California Education Code in preparing any, and all required layoff and/or reassignment notices to classified incumbents so affected by lack of funds, and any and all notices as required by the Collective Bargaining Agreement.

Deliverables and Scope of Work:

N/A

Anticipated Completion Date:

N/A

Evaluation and Recommended Action:

The Chancellor recommends approval.

File Attachments

[Grant Funded Program Specialist Memo.pdf \(137 KB\)](#)

[06-11-19 Resolution to eliminate Project Specialist Position at Laney.pdf \(16 KB\)](#)

[Workflow](#)

Workflow

May 22, 2019 7:30 PM :: Submitted by Socorro Taylor. Routed to Chanelle Whittaker for approval.

May 22, 2019 7:34 PM :: Approved by Chanelle Whittaker. Routed to Fran White for approval.

Jun 6, 2019 4:15 PM :: Final approval by Fran White

Subject

8.5 Consider Approval of the first reading of Berkeley City College, College of Alameda, Laney College and Merritt College goals aligned with the State's Vision for Success. Presenter: Acting Chancellor White

Meeting

Jun 11, 2019 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

8. ACTION ITEMS

Type

Action

Preferred Date

Jun 11, 2019

Absolute Date

Jun 11, 2019

Fiscal Impact

No

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

The State Chancellor's Vision for Success Goals specifically asks that governance groups and trustees are included in the alignment with the colleges' goals to the Vision for Success Goals. Until now, there has been much activity around developing the draft goals to align with the State Chancellor's Vision for Success Goals. A description is provided below.

In 2018, the former Chancellor held a Planning and Budgeting Integrated Model (PBIM) retreat. During the retreat, President Gilkerson led the group of faculty, staff and administrators through a Strengths, Weaknesses, Opportunities, and Threats (SWOT) analysis of the District. As a result of the SWOT exercise, the Chancellor appointed a group to review the SWOT results, review the Vision for Success Goals, and develop a draft alignment of PCCD goals with the state goals.

A first draft of the goals was presented to the Participatory Governance Council (PGC) on September 28, 2018. As a result of this meeting, the taskforce group met again to further revise the document. The new document was placed on the November 30th agenda as an action item. It was tabled due to the ACCJC initial letter received by the District and colleges. The second draft was again presented to the PGC at the January 25, 2019 PGC meeting. The PGC requested input from the Vice Chancellors, College Participatory Governance and PBIM committees.

Once feedback and input was received, a small group of the original taskforce met to incorporate the feedback into one document. On April 24th the PGC requested that the document be reviewed once again on the campuses. The presidents then, reviewed the final document making minor revisions. Finally, the four college presidents submitted the document for review to their respective college councils prior to Board review on May 28, 2019.

The Board is being asked to review the proposed goals and offer input. The first reading is June 11th and the final reading will be June 25th when final approval will be requested. The document is due to the State Chancellor's Office June 30, 2019.

Deliverables and Scope of Work:

N/A

Anticipated Completion Date:

N/A

Evaluation and Recommended Action:

N/A

File Attachments

[Merritt Goal Alignment 6.11 - Final.pptx \(178 KB\)](#)

[CoAGoaltoVision2022.pdf \(420 KB\)](#)

[MemoVision2022-BCCGoals.pdf \(160 KB\)](#)

[Vision 2022-BCC Goals Alignment v2d.pdf \(131 KB\)](#)

[attachment 2.pdf \(260 KB\)](#)

Subject

8.6 Consider Approval of the final reading of the PCCD goals aligned with the State's Vision for Success. Presenter: Acting Chancellor White

Meeting

Jun 11, 2019 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

8. ACTION ITEMS

Type

Action

Preferred Date

Jun 11, 2019

Absolute Date

Jun 11, 2019

Fiscal Impact

No

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

The State Chancellor's Vision for Success Goals specifically asks that governance groups and trustees are included in the alignment of district goals to the Vision for Success Goals. Until now, there has been much activity around developing the draft goals to align with the State Chancellor's Vision for Success Goals. A description is provided below.

In 2018, the former Chancellor held a Planning and Budgeting Integrated Model (PBIM) retreat. During the retreat, President Gilkerson led the group of faculty, staff and administrators through a Strengths, Weaknesses, Opportunities, and Threats (SWOT) analysis of the District. As a result of the SWOT exercise, the Chancellor appointed a group to review the SWOT results, review the Vision for Success Goals, and develop a draft alignment of PCCD goals with the state goals.

The taskforce group began meeting in September 2018. The group included the following members: Rupinder Bhatia, Director, IT Services; Brandi Howard, Contracts & Legal Affairs; Jason Cifra, VC Student Services; Victoria Menzies, Director, Business & Administrative Services; Brandon Christian, Staff Assistant; Mario Rivas, President, Academic Senate; and Jason Cole, former VC, IT.

A first draft of the goals was presented to the Participatory Governance Council (PGC) on September 28, 2018. As a result of this meeting, the taskforce group met again to further revise the document. The new document was placed on the November 30th agenda as an action item. It was tabled due to the ACCJC initial letter received by the District and colleges. The second draft was again presented to the PGC at the January 25, 2019 PGC meeting. The PGC requested input from the Vice Chancellors, College Participatory Governance and PBIM committees.

Once feedback and input was received, a small group of the original taskforce met to incorporate the feedback into one document. On April 24th the PGC requested that the document be reviewed once again on the campuses. The presidents then, reviewed the final document making minor revisions. Finally, the four college presidents submitted the document for review to their respective college councils prior to Board review on May 28, 2019.

The Board is being asked to review the proposed goals and offer input. The first reading is May 28th and the second reading will be June 11th when final approval will be requested. The document is due to the State Chancellor's Office June 30, 2019.

Deliverables and Scope of Work:

N/A

Anticipated Completion Date:

N/A

Evaluation and Recommended Action:

N/A

File Attachments

[FinalPCCD ALIGNEDGoals 05212019.pdf \(98 KB\)](#)

[StatePCCD Goals - Final Draft 5.21.19 v1.pdf \(79 KB\)](#)

Subject

8.7 Consider Approval of the Proposed 2019-2022 District Staffing Plan (First Reading). Presenter: Vice Chancellor Whittaker

Meeting

Jun 11, 2019 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

8. ACTION ITEMS

Type

Action

Preferred Date

Jun 11, 2019

Absolute Date

Jun 11, 2019

Fiscal Impact

No

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

Workforce planning is essential to understanding the resources that the District needs to operate successfully and meet its institutional goals. Effective planning is a District-wide effort that requires analysis, collaboration, and action by District leaders, departments, and staff. A streamlined Staffing Plan serves as a document to help the District and the Colleges collectively and effectively evaluate current needs and to proactively plan for the future of our educational institution. The Staffing Plan provides guidance to the Colleges and District Office when analyzing and prioritizing staffing needs. The Plan's flexible approach is a function of ongoing, systematic evaluation to review and revise processes and assumptions, and relies on the District's Planning Council and the Chancellor's Cabinet to make recommendations based on each council's and group's unique requirements and priorities.

This Staffing Plan does not provide a list of specific positions to add or fill over a three-year period but rather presents a simple decision model to be used when the District is faced with filling new management, classified, and faculty positions to achieve or retain optimum staffing levels within fiscal constraints.

The initial 2016-2019 Staffing Plan was presented to the Chancellor's Cabinet on May 23, 2016. It was then forwarded to the Resource Allocation Task Force for Classified Staffing and the Policy and Budget Council on May 27, 2016, for review and feedback. The 2019-2022 District Staffing Plan is an update to the initial 2016-2019 District Staffing Plan.

The 2019-2022 District Staffing Plan is being submitted to the Board at its May 28, 2019, meeting as a first reading. The Plan will be on the June 11, 2019, Board meeting agenda as a second reading and for approval by the Board.

Deliverables and Scope of Work:

Anticipated Completion Date:

Evaluation and Recommended Action:

The Chancellor recommends approval.

File Attachments

[05-28-19 2019-2022 District Staffing Plan.pdf \(5,092 KB\)](#)

Subject

8.8 Consider Approval of the District's Equal Employment Opportunity (EEO) Plan for 2019-2022 (First Reading). Presenter: Vice Chancellor Whittaker

Meeting

Jun 11, 2019 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

8. ACTION ITEMS

Type

Action (Consent)

Preferred Date

Jun 11, 2019

Absolute Date

Jun 11, 2019

Fiscal Impact

No

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

In support of equal employment opportunities and the diversification of the workforce, Title 5 requires each community college to develop an Equal Employment Opportunity (EEO) Plan, to be adopted by the governing board of each district. Each plan must include a policy statement, information on training and notification requirements, complaint procedures, an analysis of the workforce, and measures to address equal employment opportunities.

The District's 2019-2022 EEO Plan is an update to the 2016-2019 EEO Plan, which was adopted by the Board of Trustees on June 14, 2016. Just like the 2016-2019 EEO Plan, the District's 2019-2022 EEO Plan was developed and supported by constituent groups through the shared governance process, including the EEO Advisory Committee, the Planning and Budget Council, and the Chancellor's Cabinet. The EEO Plan reflects the District's commitment to equal employment opportunities.

The 2019-2022 EEO Plan will be published on the District's Human Resources' website after the Board's adoption of the Plan.

Deliverables and Scope of Work:

N/A

Anticipated Completion Date:

N/A

Evaluation and Recommended Action:

The Chancellor recommends approval.

File Attachments

[2019-2022 EEO PLAN 05-23-19.pdf \(366 KB\)](#)

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.

Subject

8.9 Consider Approval of the 2018-2019 Equal Employment Opportunity (EEO) Plan Multiple Methods Certification Form and the 2017-2018 Expenditure/Performance Report. Presenter: Vice Chancellor Whittaker.

Meeting

Jun 11, 2019 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

8. ACTION ITEMS

Type

Action

Preferred Date

Jun 11, 2019

Absolute Date

Jun 11, 2019

Fiscal Impact

No

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

The State Chancellor's Office requires that community college districts meet the Equal Employment Opportunity *Multiple Method* Allocation Model in order to qualify for additional funding from the allocation of the Equal Employment Opportunity (EEO) Funds for the purpose of promoting equal employment opportunities. For the Fiscal Year 2018-2019, the District received the maximum allocation of \$50,00 because it met all the requirements for the 2017-2018 Fiscal Year. It is estimated that the EEO funds will, once again, be allocated by the State Chancellor's Office pursuant to the Multiple Method Allocation Model for the Fiscal Year 2018-2020. At this time, the amount of the allocation has not been determined.

In order to qualify for EEO funding, it is mandatory for each District to:

1. Submit a board-adopted EEO Plan to the Chancellor's Office at least every 3 years;
2. Establish an EEO Advisory Committee to assist in the development and implementation of the EEO Plan; and
3. Submit an Expenditure/Performance Reports for the 2017-2018 fiscal year.

The Certification Form is required to be submitted to the State Chancellor's Office no later than June 1, 2019.

Deliverables and Scope of Work:

Anticipated Completion Date:

June 1, 2019 (Certification Form's Submission Deadline to the State Chancellor's Office)

Evaluation and Recommended Action:

The Chancellor recommends approval.

File Attachments

[2018-2019 EEO Multiple Method Allocation Certification Attachment 1 of 5 Revised.pdf \(9,332 KB\)](#)

[2018-2019 EEO Multiple Method Allocation Certification Attachment 2 of 5.pdf \(10,444 KB\)](#)

[2018-2019 EEO Multiple Method Allocation Certification Attachment 3 of 5.pdf \(3,024 KB\)](#)

[2018-2019 EEO Multiple Method Allocation Certification Attachment 4 of 5.pdf \(7,346 KB\)](#)

[2018-2019 EEO Multiple Method Allocation Certification Attachment 5 of 5.pdf \(9,164 KB\)](#)

9. REPORTS

Subject

9.1 Board of Trustees' Reports

Meeting

Jun 11, 2019 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

9. REPORTS

Type

Information

10. ANNOUNCEMENTS

11. ADJOURNMENT

Subject

11.1 Meeting Adjournment

Meeting

Jun 11, 2019 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

11. ADJOURNMENT

Type

Action