



**Tuesday, March 10, 2020
REGULAR MEETING OF THE BOARD OF TRUSTEES**

**5:20 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. TENURED FACULTY RECOGNITION

Subject	1.1 The Board of Trustees will formally recognize tenure track faculty. A reception honoring these tenure track faculty members will be held just prior to convening the regular Board meeting.
Meeting	Mar 10, 2020 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Type	Information

<p>File Attachments 2020 Tenure Faculty Reception.pdf (876 KB)</p>
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2. CLOSED SESSION

Subject	2.1 Public Comment on Closed Session Items
Meeting	Mar 10, 2020 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Type	Information

2. CLOSED SESSION

Subject	2.2 Conference with Labor Negotiator Whittaker, Peralta Federation of Teachers, Local 39, and SEIU 1021 (Government Code § 54957.6)
Meeting	Mar 10, 2020 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Type	Action
Preferred Date	Mar 10, 2020
Absolute Date	Mar 10, 2020
Fiscal Impact	Yes
Dollar Amount	\$1,226,277.00
Budgeted	Yes
Budget Source	General Funds

2. CLOSED SESSION

Subject	2.3 Public Employee Appointment (Government Code Section 54957)
Meeting	Mar 10, 2020 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Type	Information

2. CLOSED SESSION

Subject **2.4 Public Employee Discipline/Dismissal/Release**

Meeting Mar 10, 2020 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Type Action

Preferred Date Mar 10, 2020

Absolute Date Mar 10, 2020

Fiscal Impact No

Public Employee Discipline: Dismissal/Release: Academic and Classified Administrators (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.

<u>Employee ID</u>

10773932

2. CLOSED SESSION

Subject **2.5 Public Employee Evaluation**

Meeting Mar 10, 2020 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Type

2. CLOSED SESSION

Subject **2.6 Conference with Legal Counsel, Multiple Cases: (Government Code § 54956.9)**

Meeting Mar 10, 2020 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Type Information

- Conference with Legal Counsel (54956.9(a)), Payne v. Peralta Community College District, U.S. District Court, Northern District of CA, Case No. 3:16-cv-04390-MMC.
- 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)) (4 cases).

3. OPEN SESSION

Subject	3.1 Call to Order
Meeting	Mar 10, 2020 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Type	Procedural

3. OPEN SESSION

Subject	3.2 Pledge of Allegiance
Meeting	Mar 10, 2020 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Type	Procedural

3. OPEN SESSION

Subject	3.3 Roll Call
Meeting	Mar 10, 2020 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Type	Procedural

3. OPEN SESSION

Subject	3.4 Report of Action Taken in Closed Session
Meeting	Mar 10, 2020 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Type	Information

3. OPEN SESSION

Subject	3.5 Approval of the Agenda
Meeting	Mar 10, 2020 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Type	Action

3. OPEN SESSION

Subject	3.6 Approval of the Minutes
Meeting	Mar 10, 2020 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Type	Action, Minutes
Preferred Date	Feb 25, 2020
Absolute Date	Feb 25, 2020
Fiscal Impact	No
Budgeted	No

3. OPEN SESSION

Subject	3.7 Associated Student Government Reports
Meeting	Mar 10, 2020 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Type	Information

3. OPEN SESSION

Subject	3.8 Peralta Classified Senate Report
Meeting	Mar 10, 2020 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Type	Information

3. OPEN SESSION

Subject	3.9 District Academic Senate Report
Meeting	Mar 10, 2020 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Type	Information

3. OPEN SESSION

Subject **3.10 Public Communication**

Meeting **Mar 10, 2020 - REGULAR MEETING OF THE BOARD OF TRUSTEES**

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/>

3. OPEN SESSION

Subject **3.11 Chancellor's Reports**

Meeting Mar 10, 2020 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Type Information

- College Updates
- Follow-up on public comment concerning the Citizens Bond Oversight Committee (CBOC)
- Board of Governors Presentation
- ACCJC Update

4. PRESENTATIONS

Subject 4.1 Student Success Presentation. Presenter: Vice Chancellor Brown

Meeting Mar 10, 2020 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Type Information

BACKGROUND/ANALYSIS:

Board Policy 3225 Institutional Effectiveness establishes the board's commitment to regularly assessing the District's institutional effectiveness. Board Policy 2200 Board Duties and Responsibilities include the board's commitment to monitor institutional performance and educational quality. Additionally, ACCJC Standard IV.D: The institution has a governing board that has authority over and responsibility for policies to assure the academic quality, integrity, and effectiveness of the student learning programs and services and the financial stability of the institution define standards of practice for the Board.

This presentation of student success metrics equips the board with the necessary data to make informed decisions and set policies that meet the standards and intent of the related board policies. Student success metrics provide insight into student academic enrollment, retention, persistence and achievement. Board members will be provided point in time and trend data, as well as, strategies each college engages to enhance student success outcomes.

DELIVERABLES/SCOPE OF WORK:

N/A

ANTICIPATED COMPLETION DATE:

N/A

File Attachments
Student Success Metrics.pdf (2,633 KB)

5. CONSENT CALENDAR - BOARD MATTERS

Subject	5.1 Consider Approval of Out of State Travel pursuant to Board Policy 7400. Presenter: Chancellor Stanback Stroud
Meeting	Mar 10, 2020 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Type	Action (Consent)
Preferred Date	Mar 10, 2020
Absolute Date	Mar 10, 2020
Fiscal Impact	Yes
Budgeted	Yes

Background/Analysis:

Name	Travel Location	Dates
Paula Armstead	Maryland, Virginia, Washington, DC - HBCU Tour	April 13, 2020
Kimberly Blackwell	New York, NY - NCORE 2020 - 33rd Annual National Conference	May 25, 2020
Steven Chan	New Orleans, LA - AIR Forum 2020	May 25, 2020
Joseph Koroma	Honolulu, HI - Western Association of Student Financial Aid Administrators	April 6, 2020 -
Joseph Koroma	Las Vegas, NV - 2020 NASFAA National Conference	June 29, 2020
Ava Lee-Pang	National Harbor, MD - NACUBO Annual Meeting	July 10, 2020 -
Annie Liu	San Jose, Costa Rica - Education USA Western Hemisphere Regional Forum	May 5, 2020 -
Adrienne Oliver	Milwaukee, WI - Conference on College Composition & Communication (4Cs)	March 25, 2020
Karl Seelbach	New Orleans, LA - National Home Performance Conference and Trade Show	April 27, 2020
Meryl Siegal	Denver, CO - TESOL International Conference	March 31, 2020
Charles Washington	Maryland, Virginia, Washington, DC - HBCU Tour	April 13, 2020
Steven Zetlan	Denver, CO - TESOL International Conference	March 31, 2020

Anticipated Completion Date:

N/A

Evaluation and Recommended Action:

Chancellor recommends approval.

File Attachments
[Out of State Travel approval- 3-10-20.pdf \(2,555 KB\)](#)

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 - BOARD MATTERS

Subject **5.2 Consider Ratification of Out of State Travel pursuant to Board Policy 7400.
Presenter: Chancellor Stanback Stroud**

Meeting Mar 10, 2020 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Type Action (Consent)

Preferred Date Mar 10, 2020

Absolute Date Mar 10, 2020

Fiscal Impact Yes

Budgeted Yes

Background/Analysis:

Name	Travel Location	Dates
Sharon Coleman	San Antonio, TX - Associated Writers and Writing Program	March 4, 2020 - March 7, 2020
Neil Dunlop	Las Vegas, NV - Visual Studio Live	March 1, 2020 - March 6, 2020

Anticipated Completion Date:

N/A

Evaluation and Recommended Action:

Chancellor recommends approval.

<p>File Attachments Out of State Travel ratification- 3-10-20.pdf (452 KB)</p>
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6. CONSENT CALENDAR - ACADEMIC AFFAIRS

Subject **6.1 Consider Approval of Sabbaticals Selected by College Professional Development Committees and Awarded by College Presidents 2020-2021. Presenter: Vice Chancellor Brown**

Meeting Mar 10, 2020 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Type Action (Consent)

Preferred Date Mar 10, 2020

Absolute Date Mar 10, 2020

Fiscal Impact Yes

Budgeted Yes

Budget Source General Funds. 1/3 from colleges professional development committee, 2/3 the replacement costs of each faculty from District general funds. PFT contract article 25.c.1.

TO: Peralta Board of Trustees

FROM: Department of Academic Affairs

PREPARED BY: Constance Koo

BACKGROUND/ANALYSIS:

Each of the sabbatical requests here was reviewed by the applicable faculty professional development committee and approved by the college president.

Sabbaticals Selected by College Professional Development Committees and Awarded by College Presidents (March 2020)

Sabbatical Awardee	College	Discipline	Proposals	Scope of Work	Date of Leave
Barbara Des Roches	BCC	Biology	Experimental Protocols for New Biotechnology Tools	Create experimental protocols for a new advanced DNA sequencing tool, the Illumin MiniSeq. This tool will be used in Biotechnology classes, including Bioinformatics, a course that is part of a new Certificate of Achievement. To create effective ways to use the tool, Dr. Des Rochers will meet with industry and academic experts and rigorously test each protocol to ensure that students practice experimental design, collect samples and analyze data, and are able to complete all procedures within the confines of lab hours. The class and Certificate in Bioinformatics will merge skills in computer programming and biology and will be offered in the course catalog by Fall 2021.	Fall 2020
Patricia Nelson	COA	English	Library of Pre-1805 Primary Texts	Develop a library of at least 50 free primary texts from non-hegemonic voices in America prior to 1850 by conducting research at the Library of Congress, Smithsonian, and American Philosophical Society. The library will focus on primary, first-person texts and will be made accessible to an interdisciplinary group of faculty to develop equity-based pedagogy. More specifically, the texts will used to diversify the voices included in ENGL 30A: Introduction to American Literature to 1850 and ENGL 1AS: Composition and Reading	Fall 2020

				with Support, the department’s innovative accelerated composition course. The library and Canvas learning modules will be published via the Canvas Commons.	
Irina Rivkin	Laney	Counseling/DSPS	Research Accessibility and Equity in Online Counseling	Conduct research on online counseling practices to create resources that inform the implementation of online counseling at Laney. The research will include completing courses in equity and online counseling, interviewing at least 20 counselors in California Community Colleges, and surveying DSPS students at Laney. Ms. Rivkin will also review best practices from local programs and state departments to develop workshops, write a handbook, and gather resources for a guide that will inform department plans for creating an accessible and equitable platform that will serve the growing number of online students in Peralta.	Spring 2021

Note: Merritt college did not receive any sabbatical applications this year. Laney approved only one application.

ANTICIPATED COMPLETION DATE:

All sabbaticals will be completed by the end of the 20-21 academic year. Please see the document for details.

EVALUATION AND RECOMMENDED ACTION:

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

The Chancellor recommends approval.

File Attachments
[History of Sabbaticals and Tracking Sheet.pdf \(112 KB\)](#)
[Chart of Sabbaticals Awarded in S20 for F20.S21.pdf \(65 KB\)](#)

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6. CONSENT CALENDAR - ACADEMIC AFFAIRS

Subject	6.2 Consider Approval of Tenure Candidates and Advancements. Presenter: Vice Chancellor Brown
Meeting	Mar 10, 2020 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Type	Action (Consent)
Preferred Date	Mar 10, 2020
Absolute Date	Mar 10, 2020
Fiscal Impact	No

BACKGROUND/ANALYSIS:

In accordance with procedures outlined in Article 11. Appendix 20 of the Peralta Federation of Teachers Contract, the Tenure Review Committees (TRCs) of the District have completed the 2019-20 cycle of evaluations. The recommendations have been forwarded to and reviewed by the Tenure Review Certification Committees (composed of the Vice Presidents of Instruction and the Faculty Academic Senate Presidents). As stated in Article 11. A20. Section C. k 1-2, The College Certification Committees have certified that the TRC for each candidate has followed the required procedures and timetables, and applied the expected standards of evaluation for Tenure Review. The College Presidents have made their recommendations with the explanations in cases where their recommendation differs from that of the TRC.

DELIVERABLES/SCOPE OF WORK:

The (30) tenure candidates who have successfully completed their four-year tenure review process are as follows:

Berkeley City College (3)

Janine Greer	Mental Health Specialist
Christopher Bernard	Economics/Business
Melina Bersamin	Psychology

College of Alameda (9)

Cady Carmichael	Geography
Jennifer Fowler	Communications
Julie Saechao	Counselor
Leslie Reiman	Biology
Nila Adina	Counselor
Jayne Smithson	Anthropology
Khalilah Beal	Mathematics
Betty Frias	CTE Counselor
Jacinda Marshall	Counselor (DSPS)

Laney College (10)

Lin Wang	Chinese
Kim Glosson	Business/Management
Sarah Backes-Diaz	Counselor (Career)
Mallory Barkdull	Engineering
Kimberly Blackwell	Counselor (Veterans)
Daniela Pachtrapanska Nikolaeva	Graphic Arts
Janelle Tillotson	Counselor
Yiping Wang	Librarian
Johnnie Williams	CIS

Nathaniel Pyle	Sociology
Merritt College (8)	
José Salceda	Counselor (Puente)
Stefani de Vito	Counselor (Veteran)
Mary Ciddio	Counselor (DSPS)
Derrick Ross	Counselor (Sankofa)
Brock Drazen	Kinesiology/Athletics
Andrew (Evan) Nichols	English
Nghiem Thai	Librarian
Maria Suarez Rodriguez	Biology

It is recommended that the Board formally authorize the status of Tenured Faculty Member to the above (30) faculty, effective the beginning of the 2020-21 academic year, and that the District employ said tenured employees as regular employees for all subsequent academic years.

In accordance with procedures outlined in Article 11. Appendix 20 of the Peralta Federation of Teachers Contract, included here is a listing of the (43) tenure track faculty for whom the recommendation is that the District enter into a contract to continue the faculty member in probationary status for the 2020-21 academic year. It is recommended that the Board formally authorize said contracts to those (43) faculty members listed.

Berkeley City College (9)

Alejandra Oseguera	Counselor (EOPS)	4 th
Fatima Shah	Counselor	4 th
Michael Orkin	Mathematics	4 th
Mark Rinker	Mathematics	3 rd
Lisa Cralle	Art	3 rd
Elissa Jaw	Counselor (EOPS)	3 rd
Benjamin J Allen	Computer Science	2 nd
Peter DuBois	Business	2 nd
Ken-Randy Yang	Biology	1 st

College of Alameda (7)

Kyu Byung Park	Physics	4 th
Richard Kaeser	Mathematics	4 th
John Taylor	Diesel Mechanics	4 th
Elham S Chishty	Psychology	3 rd
Jody Campbell	African American Studies	3 rd
Blair Norton	Diesel Mechanics	3 rd
George Cruz	Aviation Maintenance	2 nd

Laney College (18)

Elizabeth Cowan	English	3 rd
Elizabeth Wadell	ESOL	3 rd
Irfan Ortak	CIS	3 rd
Lisa Sawadogo	Mental Health Specialist	3 rd

Adam Balogh	Machine Technology	3 rd
Dana Grisby	African American Studies	3 rd
Nikolay Shaposhnikov	Mathematics	3 rd
Bangjun Wu	Business	3 rd
Robert Crowley	Kinesiology	3 rd
Victor Siu	Music	2 nd
Liliana Moncada	Counselor	2 nd
Nathan Failing	Counselor (DSPS)	2 nd
Matthew A Wolpe	Carpentry	1 st
Mary Bassett	Art	1 st
David Chavez	Culinary Arts	1 st
Cynthia Haro	Counselor (SSSP)	1 st
Danitza Lopez	ESOL	1 st
Kyla Oh	Mathematics	1 st
Merritt College (9)		
Rebecca Westlake Uhlman	Mathematics	4 th
Ron Moss	COSER	3 rd
John Rodriguez	Biology	3 rd
Danae Martinez	African American Studies	3 rd
Alejandro Garcia	History/M/Lat	1 st
Sun Young Ban	Mathematics	1 st
Adoria Williams	Librarian	1 st
Joe L Zermeno	Biology	1 st
Janine D Nkosi	Sociology	1 st

ANTICIPATED COMPLETION DATE:

N/A

EVALUATION AND RECOMMENDED ACTION:

The Chancellor recommends approval.

File Attachments

Tenure Reception_Flyer 2020.doc (39 KB)

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6. CONSENT CALENDAR - ACADEMIC AFFAIRS

Subject **6.3 Consider Reaffirmation of the Mission, Vision and Value Statements for College of Alameda, Laney College and Merritt College. Presenter: College Presidents**

Meeting Mar 10, 2020 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Type Action (Consent)

Preferred Date Mar 10, 2020

Absolute Date Mar 10, 2020

Fiscal Impact No

TO: Peralta Board of Trustees

FROM: Dr. Regina Stanback Stroud, Chancellor

PREPARED BY: President Tim Karas, President Tammeil Gilkerson, President David Johnson

BACKGROUND/ANALYSIS:

COLLEGE OF ALAMEDA

As part of the college's planning cycle, the mission statement is reviewed by the college. The mission statement review process culminated in the re-affirmation by CoA College Council in February 2020. The Board of Trustees last re-affirmed College of Alameda's Mission Statement on April 14, 2015.

LANEY COLLEGE

Laney College continuously and systematically evaluates, plans, implements and improves the quality of its educational program and services through the use of data and review of college identified goals. Central to this effort is the periodic review and reaffirmation of the college's overall mission, which guides institutional decision-making, planning, resource allocation, and informs institutional goals for student learning and achievement.

In fall 2017, Laney College embarked on a semester-long strategic planning process that assessed prior progress on identified goals and developed **strategic priorities** for the next five years.

August 2017	College Council Initiates Strategic Planning Process.
October 2017	Institutional Effectiveness Committee & College President Select Collaborative Brain Trust to Facilitate Strategic Planning Process. Institutional Effectiveness Committee Meeting: Plan Strategic Planning.
November 15, 2017	College-wide Strategic Planning Session: Draft Vision, Mission, Goals & Objectives.
December 14, 2017	Institutional Effectiveness Committee Meeting: Review Draft Vision, Mission, Goals & Objectives.
December 22, 2017 to January 23, 2018	College-wide Feedback Solicited on Draft Vision, Mission, Goals, & Objectives
January 26, 2018	Institutional Effectiveness Committee Meeting: Review College-wide Feedback & Refine Statements, Goals, & Objectives.
February 21, 2018	College Council Review & Feedback on Draft Strategic Plan
March 21, 2018	College Council Final Approval Strategic Plan

As part of this process, the college developed a new mission that not only articulates our primary purpose to educate, support and inspire students to excel, but also serves as a call-to-action to recognize the context of our diverse communities in Oakland and the struggle for social justice and inclusion that is deeply rooted. The clear vision for the college's future is

simple, clear, and student-focused. While only three words, the refined vision involves building upon Laney's rich tradition of providing life-transforming educational experiences for students through a recommitment to our restated values of respect, diversity, appreciation, competence, integrity, accountability, innovation and collaboration.

MERRITT COLLEGE

To make certain that we emphasize student learning and achievement, Merritt College consistently and collaboratively reviews its Mission, Vision, and Core Values. In Fall 2018, the institution worked through its shared governance processes to thoroughly re-evaluate these cardinal principles to ensure alignment with our strategic plans and priorities. The consequence of that work was the collective re-affirmation of our Mission, Vision, and Core Values.

DELIVERABLES/SCOPE OF WORK:

N/A

ANTICIPATED COMPLETION DATE:

N/A

EVALUATION AND RECOMMENDED ACTION:

The Chancellor recommends approval.

File Attachments

[COA Mission - Copy.pdf \(74 KB\)](#)

[FINAL-2018-2023-Laney-College-Core Beliefs.pdf \(36 KB\)](#)

[Merritt Mission Vision Core Values 3.3.20.pdf \(173 KB\)](#)

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7. CONSENT CALENDAR - FACILITIES

Subject **7.1 Consider Approval of Amendment No. 1 to Agreement for Professional Consulting Services with 4Leaf, Inc., for Project Inspector Services for the College of Alameda New Center for Liberal Arts. Presenter: Vice Chancellor Sata**

Meeting Mar 10, 2020 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Type Action (Consent)

Preferred Date Mar 10, 2020

Absolute Date Mar 10, 2020

Fiscal Impact Yes

Dollar Amount \$174,330.00

Budgeted Yes

Budget Source Measure A

TO: Peralta Board of Trustees

FROM: Department of General Services

PREPARED BY: Dr. Leigh Sata, Interim Vice Chancellor, Facilities

BACKGROUND/ANALYSIS:

On February 5, 2019, the District and 4 Leaf, Inc., entered an Agreement for Professional Consulting Services (“Agreement”) for 4Leaf to provide required Division of the State Architect (“DSA”) project inspector services for the College of Alameda New Center for Liberal Arts (“Project”) in an amount not-to-exceed \$380,000, based on a then-anticipated Project completion date of January 15, 2020. The parties now anticipate Project completion by July 31, 2020, which will require 4Leaf to provide additional project inspector services for the extended duration of the Project.

Accordingly, this Amendment would increase the not-to-exceed (“NTE”) amount under the Agreement as follows:

Description of Contract	Approved Amount	Board Approval Date
Original Agreement	NTE \$380,000	2/5/2019
Amendment #1 (this item)	NTE \$174,330	Pending Approval 3/10/2020
TOTAL	\$554,330	

DELIVERABLES/SCOPE OF WORK:

4Leaf will continue to provide DSA project inspector services for the remainder of the Project, which will now be completed by July 31, 2020. The proposed Amendment reflects all hours related to 4Leaf’s DSA project inspector services for the extended duration of the Project.

ANTICIPATED COMPLETION DATE:

4Leaf’s DSA project inspector services should be completed by July 31, 2020; the Agreement will terminate on December 31, 2020.

EVALUATION AND RECOMMENDED ACTION:

The Vice Chancellor of General Services recommends the Board approve Amendment No. 1 to the Agreement for Professional Consulting Services with 4Leaf, Inc.

File Attachments

4Leaf, Inc. Full contract.pdf (4,463 KB)

Amendment #1_COA NCLA_4 Leaf (DWK rev)_3518886_1(DMS).pdf (18 KB)

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7. CONSENT CALENDAR - FACILITIES

Subject	7.2 Consider Approval of the Architectural Contract for JK Architecture + Engineering, for the new Auto/Diesel Complex at the College of Alameda. RFP#19-20/06
Meeting	Mar 10, 2020 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Type	Action (Consent)
Preferred Date	Mar 10, 2020
Absolute Date	Mar 10, 2020
Fiscal Impact	Yes
Dollar Amount	\$2,165,000.00
Budgeted	Yes
Budget Source	State Funds and G.O. Funds

TO: Peralta Board of Trustees

FROM: Department of General Services

PREPARED BY: Dr. Leigh Sata, Interim Vice Chancellor, Facilities

Background/Analysis:

A selection committee consisting of College of Alameda faculty, classified staff and administrators, and joined by Department of General Services (DGS) staff, reviewed six (6) statement of proposals, selecting the two (2) most qualified vendors for interview. The architects were asked to present projects of similar scope and size, executed for community colleges, preferably in the California Community College system. Experience with State funding mechanisms, DSA, and participatory governance decision making were additional criteria of the selection.

Each of the finalists participated in a one hour interview, and Lionakis Architects finished in first position, with JK Architecture + Engineering finishing in second position. The scores were close and the committee deemed the both firms capable of executing the work.

Though Lionakis finished in first position, they refused to sign the District's standard architectural contract. The contract was included in the RFP and other firms have signed the standard agreement, so the District moved to the second place vendor to perform the work. Their contract is now brought to the Board for approval.

The new Auto/Diesel Complex at the College of Alameda is located centrally on campus, consisting of approximately 30,175 gross square feet, with a total project budget (based on the State estimate) of approximately \$33.650M, and a construction budget of \$27.863M. The State's contribution to funding is approximately 50% of the total project cost. The balance will be funded by Measure G.

Deliverables and Scope of Work:

JK Architecture + Engineering will provide full architectural services, including program verification, schematic design, design development, construction documents, DSA submittal and approval, bid support, and construction administration. The team will work directly with a construction manager selected by DGS.

The project is on a fast track schedule, with the first design milestone expected by the end of summer, 2020.

Anticipated Completion Date:

Project is anticipated to be complete by December 31, 2023.

Evaluation and Recommended Action:

The Vice Chancellor of General Service and Chancellor recommend approval of the architectural contract for JK Architecture + Engineering, in the amount of \$2,165,000, for the new Auto/Diesel Complex at the College of Alameda. RFP #19-20/06.

The Chancellor recommends approval.

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.

8. CONSENT CALENDAR - FINANCE

Subject 8.1 Consider Approval of Community College Financial Statement (CCFS) 311 Q2 Report. Presenter: Executive Director Ahmed

Meeting Mar 10, 2020 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Type Action (Consent)

Preferred Date Mar 10, 2020

Absolute Date Mar 10, 2020

Budget Source N/A

TO: Peralta Board of Trustees

FROM: Department of Finance & Administration

PREPARED BY: Budget Director Ahmed

Background/Analysis:

The CCSF-311Q is the State Chancellor's Office Quarterly Financial Status Report summarizing and communicating the results of the budgetary decisions and transactions made by the District through the second quarter of fiscal year 2019-20. This report was completed and submitted on time to the State Chancellor's Office and in accordance with the District's Financial Reporting Calendar.

Deliverables and Scope of Work:

N/A

Anticipated Completion Date:

N/A

Evaluation and Recommended Action:

Approve the District's fiscal year 2019-20 second quarter CCFS-311Q report. The Chancellor recommends approval.

<p>File Attachments 311Q 2nd Quarter 19-20.pdf (430 KB)</p>
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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.

8. CONSENT CALENDAR - FINANCE

Subject **8.2 Consider Approval of the California Bank and Trust Commercial Card.
Presenter: Executive Director Ahmed**

Meeting Mar 10, 2020 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Type Information

TO: Peralta Board of Trustees

FROM: Executive Fiscal Director Ahmed

PREPARED BY: Andrea Stokes

BACKGROUND/ANALYSIS:

The Peralta District Finance & Administration Department seeks to improve upon the payables processes and streamline the amount of time vendors are paid. Currently, our District relies too heavily on paper checks to pay most of our vendors and this process is not only time-consuming, there are additional postage fees applicable, and there is the lapse in time from when the paper checks are mailed and then received by the vendors.

The California Bank & Trust commercial card report is being presented to the Board of Trustees as a recommendation based on a comprehensive purchasing, travel, and expense card program designed to consolidate and streamline payables processes with electronic payments. It combines the benefits of reporting, control, and visibility into one system — making it easier to manage your expenses more efficiently, take advantage of more purchasing power, and access tools that help you control costs and eliminate time-consuming reconciliations.

California Bank & Trust may also provide commercial credit cards to administrative managers for urgent matters and may replace the CalCard Program that we are currently utilizing. More detailed information regarding the commercial card is provided in the report and below.

- **Purchasing:** Visa is accepted globally.
- **Projects:** Issue cards for construction projects to track purchases and create reporting.
- **Vendor payments:** The card is used by our clients to also streamline their payables. Instead of writing checks, your vendors may accept card as a form of payment, we can assist with identifying which of your suppliers accept credit cards as a form of payment.
- **Controls on the cards:** You can issue cards to cardholders and restrict MCC (Merchant Category Codes).
- **Visa Insurance:** \$100K on each card for cardholder misuse.
- **Fraud protection:** Visa and our analytics help with monitoring fraudulent purchases.
- **Online Cash Expense management tool:** Your employees can enter cash expenses on our Visa portal and approvals for these cash transactions can have layers of approvals on the College side.
- **General Ledger Coding:** We can assist with building your GL codes into your online system, and cardholders can code their transactions online when ready to properly code, **download and upload to your accounting software.**
- **Receipt Imaging:** Available \$100 Monthly Fee
- **Revenue Share: A cash rebate is paid annually on the calendar year.**
- *No Fees: No annual Fee, No per card charge fee, No monthly fee, No online access fees.*
- Free Logo on cards.
- **Visa Payables Automation:** Automates supplier payments from your accounts payable system to VISA eliminating check writing while earning revenue share.

File Attachments

[CBT Commercial Card product.pdf \(2,765 KB\)](#)

[California Bank & Trust Commercial Card - Peralta Community College - March 10, 2020.ppsx \(2,361 KB\)](#)

[Peralta Community College District_Commercial Card Agreement_2020.pdf \(857 KB\)](#)

[Visa Commercial Card Cardholder Agreement.pdf \(272 KB\)](#)

[Peralta Community College District Commercial Card Revenue Share_12.16.19.pdf \(104 KB\)](#)

9. CONSENT CALENDAR - HUMAN RESOURCES

Subject 9.1 Consider Approval of Personnel Items. Presenter: Vice Chancellor Whittaker

Meeting Mar 10, 2020 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Type Action (Consent)

Preferred Date Mar 10, 2020

Absolute Date Mar 10, 2020

Fiscal Impact Yes

Budgeted Yes

Budget Source General and Grant Funds

TO: Peralta Board of Trustees

FROM: Human Resources

PREPARED BY: Chanelle Whittaker, Vice Chancellor of Human Resources

PERSONNEL ITEMS

BACKGROUND/ANALYSIS:

Approval of Personnel Items: New employment; changes in assignment, compensation, and placement; leaves of absence; changes in staff allocation and classification of academic and classified personnel; retirements, phase-in retirements, and resignations; equivalence of minimum qualifications for academic positions; and short-term temporary classified positions.

A. ADMINISTRATIVE APPOINTMENT, REAPPOINTMENT, ASSIGNMENT AND REASSIGNMENT

(NP = New Position *= New Employee)

<u>Name</u>	<u>Location</u>	<u>Department/Reports to:</u>
None	<u>Berkeley City College</u>	
None	<u>College of Alameda</u>	
Dr. Carla Walter	<u>District Office</u> Vice Chancellor of Finance & Administration, District Office	Finance/Chancellor Regina Stanback Stroud
Administrative appointment effective March 16, 2020 through March 15, 2022		
None	<u>Laney College</u>	
None	<u>Merritt College</u>	

B. CLASSIFIED & FACULTY EMPLOYMENT

(NP = New Position *= New Employee)

<u>Name</u>	<u>Location</u>	<u>Department/Reports to:</u>
	<u>Berkeley City College</u>	

Domonique Prince*
Classified employment effective
March 11, 2020

Staff Assistant/Vice President of Instruction

Instruction/Kuniko Hay

College of Alameda

None

District Office

None

Laney College

Toya Groves*

Staff Assistant/Student Services
(Umoja/UBAKA)

Student Services/Diane Chang

Classified employment effective
March 11, 2020

Merritt College

David Pounds

Sr. Storesworker

Facilities/Victoria Menzies

Classified employment effective
March 11, 2020

C. TRANSFER/ADMINISTRATIVE REASSIGNMENT

None

D. CHANGES IN STAFF ALLOCATION

None

E. PHASE-IN RETIREMENT

None

F. LEAVE OF ABSENCE

None

G. PUBLIC EMPLOYEE RETIREMENT AND RESIGNATION

1. Retirement

<u>Name</u>	<u>Location</u>	<u>Department/Reports to:</u>
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None

Berkeley City College

Octavio Llamas
Classified retirement effective
February 21, 2020

College of Alameda

Custodian

Facilities/Chungwai Chum

District Office

None

Laney College

Jose Luis Flores
Faculty retirement effective May 30,
2020

Full-Time Faculty

Instruction/Denise Richardson

Louis Quindlen
Faculty retirement effective July 1,
2020

Full-Time Faculty

Instruction/Peter Crabtree

Merritt College

Marta Zielke

Full-Time Faculty

Student Services/Lilia Chavez

Faculty retirement effective June 30, 2020

2. Resignation

<u>Name</u>	<u>Location</u>	<u>Department/Reports to:</u>
None	<u>Berkeley City College</u>	
None	<u>College of Alameda</u>	
None	<u>District Office</u>	
None	<u>Laney College</u>	
None	<u>Merritt College</u>	

H. SHORT-TERM NON-CONTINUING POSITIONS

<u>Name</u>	<u>Location</u>	<u>Department/Reports to:</u>
None	<u>Berkeley City College</u>	
None	<u>College of Alameda</u>	
Haonan Zhu Short-term hire effective February 19, 2020 through May 30, 2020 to provide reasonable accommodation for an employee; not to exceed 500 hours.	Instructional Assistant/Dance	Instruction/Ana McClanahan
Cynthia Yu Short-term hire effective February 21, 2020 through May 30, 2020 to provide reasonable accommodation for an employee; not to exceed 500 hours.	Instructional Assistant/Dance	Instruction/Ana McClanahan
None	<u>District Office</u>	
None	<u>Laney College</u>	
None	<u>Merritt College</u>	

DELIVERABLES/SCOPE OF WORK:

ANTICIPATED COMPLETION DATE:

EVALUATION AND RECOMMENDED ACTION:

The Chancellor recommends approval.

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.

10. ACTION ITEMS

Subject	10.1 Consider Board Vote for the CCCT Board Elections. Presenter: Board President Bonilla
Meeting	Mar 10, 2020 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Type	Action
Preferred Date	Mar 10, 2020
Absolute Date	Apr 21, 2020
Fiscal Impact	No

BACKGROUND/ANALYSIS:

Consider Board Vote for the CCCT Board Elections. Included in Trustee packets for consideration and action is a slate of candidates for the CCCT board of the Community College League of California, due by April 25, 2020. The Board can vote for up to nine (9) CCCT Board candidates. No cumulative voting is allowed. Votes are recommended for the incumbents. Incumbents: Adrienne Grey, West Valley-Mission CCD, Andra Hoffman, Los Angeles CCD, Pam Haynes, Los Rios CCD, Marisa Perez, Cerritos CCD, Larry Kennedy, Ventura County CCD, Loren Steck, Monterey Peninsula, CCD. Non-incumbents: Vicki Gordon, Contra Costa CCD, Barbara Dunsheath, North Orange County CCD, Suzanne Lee Chan, Ohlone CCD, Barbara Jean Calhoun, Compton CCD, Cindi Reiss, Peralta CCD, Thomas J. Prendergast, III, South Orange County CCD, Barry Snell, Santa Monica CCD.

File Attachments
[2020 CCCT Board Election Packet.PDF \(2,766 KB\)](#)

10. ACTION ITEMS

Subject 10.2 Consider Approval of Nomination of California Community Colleges Classified Employee of the Year Award. Presenter: Chancellor Stanback Stroud

Meeting Mar 10, 2020 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Type Action

Preferred Date Mar 10, 2020

Absolute Date Mar 10, 2020

Fiscal Impact No

TO: Peralta Board of Trustees

FROM: Dr. Regina Stanback Stroud, Chancellor

PREPARED BY: Dr. Regina Stanback Stroud, Chancellor

BACKGROUND/ANALYSIS:

The Classified Employee of the Year awards honor community college classified employees who demonstrate the highest level of commitment to the Vision for Success, the mission of the California community college system and their local district. Recipients are nominated by their colleagues and endorsed by the local Board of Trustees. Each community college district may forward the name of one nominee to the Chancellor's Office for the California Community Colleges Classified Employee of the Year Awards.

DELIVERABLES/SCOPE OF WORK:

N/A

ANTICIPATED COMPLETION DATE:

N/A

EVALUATION AND RECOMMENDED ACTION:

The Chancellor recommends approval.

File Attachments

2020-classified-employee-award-criteria-bog-final-a11y.pdf (65 KB)

2020-classified-employee-awards-nomination-form-bog-final-a11y.pdf (56 KB)

10. ACTION ITEMS

Subject	10.3 Consider Adoption of Resolution 19/20-39 Authorizing Contract for Network Equipment for College of Alameda Liberal Arts Building Pursuant to Public Contract Code section 20652. Presenter: Vice Chancellor Sata
Meeting	Mar 10, 2020 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Type	Action
Preferred Date	Mar 10, 2020
Absolute Date	Mar 10, 2020
Fiscal Impact	Yes
Dollar Amount	\$429,127.89
Budgeted	Yes
Budget Source	Bond Funds

TO: Peralta Board of Trustees

FROM: Department of General Services

PREPARED BY: Vice Chancellor Sata

BACKGROUND/ANALYSIS:

Peralta Community College District (“District”) seeks to purchase network equipment and related materials and/or supplies (collectively, “Equipment”) for the College of Alameda Liberal Arts Building.

Pursuant to Public Contract Code section 20651, the District is required to competitively bid the purchase of equipment, materials, or supplies that exceeds \$95,200 for 2020.

Public Contract Code section 20652, which is commonly referred to as a “piggybacking statute,” operates as an exception to the competitive bidding requirement, and allows the District to purchase equipment, materials, or supplies by utilizing a contract authorized by law between a vendor and another public corporation or agency under the same terms as are available to the other public corporation or agency under that contract.

The Foundation of California Community Colleges (“FCCC”) is a public agency that procured a contract (“FCCC Contract”) with NetXperts, Inc. (“Vendor”) for Cisco Network, Server, and Unified Communications Equipment. The FCCC Contract provides that any California community college district may purchase the same products at the same price and upon the same terms as under the FCCC Contract.

District staff have researched the costs and terms of the FCCC Contract and believe that the prices of the FCCC Contract are reasonable and that it would be in the best interests of the District to utilize the FCCC Contract to purchase the Equipment from Vendor for an amount of not-to-exceed \$429,127.89.

DELIVERABLES/SCOPE OF WORK:

Vendor will be responsible for delivering, installing, and configuring the Equipment, resulting in a fully operational network for the Liberal Arts Building. The Equipment and Scope of Work are specifically identified in Exhibit A to the Resolution.

ANTICIPATED COMPLETION DATE:

Work will be completed by June 22, 2020.

EVALUATION AND RECOMMENDED ACTION:

The Vice Chancellor of General Services recommends the Board adopt the Resolution Authorizing Contract for Network Equipment for College of Alameda Liberal Arts Building Pursuant to Public Contract Code section 20652.

File Attachments

- 2- Resolution Authorizing Piggyback Contract - NetXperts_3513911_1(DMS).pdf (16 KB)
- 2.1 - Exhibit A to Resolution - NetXperts Quote & SOW_3514319_1(DMS).PDF (7,123 KB)
- 2.2 Exhibit B to Resolution- Agreement Incorporating Piggyback Contract.pdf (22 KB)
- 2.2.1 - Exhibit 1 to Agreement - FCCC Contract_3514265_1(DMS).PDF (7,123 KB)
- 2.2.2 - Exhibit 2 to Agreement - NetXpert Quote & SOW_3514271_1(DMS).PDF (717 KB)

11. REPORTS

Subject	11.1 Board of Trustees' Reports
Meeting	Mar 10, 2020 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Type	Information

13. ADJOURNMENT

Subject	13.1 Meeting Adjournment
Meeting	Mar 10, 2020 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Type	Procedural

