



BOARD OF TRUSTEES
OF THE
PERALTA COMMUNITY COLLEGE DISTRICT
MINUTES
SEPTEMBER 10, 2013

CLOSED SESSION (5:00 p.m.)

Topics to be discussed include: Conference with Labor Negotiator Largent, Peralta Federation of Teachers, Local 39, and SEIU 1021 (Government Code § 54957.6) Conference with Legal Counsel, Multiple Cases: (Government Code § 54956.9) * Conference with Legal Counsel (54956.9(a)), Johnson v. PCCD, U.S. District Court, Northern District of CA Case No. C08-4152 * Conference with Legal Counsel (54956.9(a)), Payne v. PCCD, United States District Court, Case No. C08-03133. * Conference with Legal Counsel (54956.9(a)), Vogt v. PCCD, Alameda County Superior Court, Case No. RG11-573757. * Conference with Legal Counsel (54956.9(a)), In re Municipal Derivatives Antitrust Litigation, U.S. District Court, Southern District of New York, Case No. 1:08-cv-02516-VM-GWG. * Conference with Legal Counsel (54956.9(a)), Kogo v. PCCD et al., Alameda County Superior Court, Case No. RG12613106. * Conference with Legal Counsel (54956.9(a)), First National Insurance Co. v. PCCD, U.S. District Court, Northern District of CA, Case No. CV12-5943. * Conference with Legal Counsel (54956.9(a)), Chop v. Peralta Community College District, etc., Case No. RG13681249. * Conference with Legal Counsel (54956.9(a)), Emmanuel Tril v. Laney College et al., U.S. District Court, Northern District of CA, Case No. C131464 LB * Conference with Legal Counsel, Anticipated/Potential Litigation (54956.9(b)-(c)) (7 cases). Public Employee Appointment - Employment, Performance, Evaluation, Discipline, Dismissal, Release - All Employees (Government Code § 54957). * Interim Vice President of Student Services, Merritt College. * Interim Assistant to the Chancellor, District Office. * Interim Dean of Workforce Development and Applied Sciences, Berkeley City College. * Interim Vice President of Instruction, College of Alameda. * Interim Director of Employee Relations and Diversity Programs. * Dean of Academic and Student Affairs, Laney College. * Consider approval to hire Dean of Academic & Student Affairs. * Consider approval to hire Interim Director, Deputy Sector Navigator Program (Grant-funded position), College of Alameda. * Consider approval to hire Internal Auditor. * Consider approval to extend Interim Director of Student Activities & Campus Life through September 25, 2013. * Consider Student Disciplinary Appeal, Sakai Bonds.

OPEN SESSION (7:00 P.M.)

PLEDGE OF ALLEGIANCE

ROLL CALL

Trustees Brown, Pr_ Ab_, González Yuen Pr_ Ab_, Guillén Pr Ab_, Handy Pr_ Ab_, Riley Pr_ Ab_, Withrow Pr_ Ab , and Gulassa Pr_ Ab_, Student Trustees Clegg Pr_ Ab_ and Li Pr_ Ab_.

Present: Trustee Brown, Trustee Gulassa, Trustee Guillén, Trustee González Yuen, Trustee Riley, Student Trustee Clegg, Student Trustee Wi, and Trustee Handy.

Absent: Trustee Withrow

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

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

At tonight's closed session:

The Board voted to approve the appointment of the following public employee contracts, which are subject to contractual agreement by the Chancellor. Salaries are for informational purposes only, and are not voted by the Board:

William Cordero as Interim Vice President of Student Services, Merritt College at \$9,975.75 monthly, effective August 1, 2013 through November 30, 2013.

Brenda Martinez as Interim Assistant to the Chancellor at \$80,000 annually effective August 5, 2013 through June 30, 2014.

Antonio Barreiro as Interim Dean of Workforce Development and Applied Sciences, Berkeley City College, at \$110,000 annually effective August 13, 2013 through June 30, 2014.

Inger Stark as Interim Vice President of Instruction, College of Alameda, at \$130,000 annually effective August 12, 2013 through June 30, 2014.

Nadia Bishop as Interim Director of Employee Relations and Diversity Programs at \$130,000 annually effective August 23, 2013 through June 30, 2014.

Cynthia Denise Richardson as Dean of Academic and Student Affairs, Laney College, at \$110,000 annually effective August 21, 2013 through June 30, 2015.

Mildred Lewis as Dean of Academic & Student Affairs at \$112,500 annually, effective September 11, 2013 through June 30, 2015.

Petural 'P. J.' Shelton as Interim Director, Deputy Sector Navigator Program (Grant-funded position), College of Alameda at \$85,000 annually, effective September 11, 2013 through June 30, 2014.

Thomas Wong as Internal Auditor at \$100,000 annually, effective September 30, 2013 through June 30, 2015.

Extend Jason Harvey's appointment through September 25, 2013, as the Interim Director of Student Activities & Campus Life, Laney College at \$90,000 annually.

The Board voted to continue the Student Disciplinary Appeal of Sakai Bonds, Berkeley City College to its next regularly scheduled meeting on September 24, 2013.

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

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

MOTION: Motion by Trustee González Yuen, second by Trustee Riley to remove Item 28 from the agenda. Items 7, 14 and 25 has been moved to the Action Calendar.

AYES: Trustee Brown, Trustee Gulassa, Trustee Guillén, Trustee González Yuen, Trustee Riley and Trustee Handy.

NOES: None
ABSTAIN: None
ABSENT: Trustee Withrow

The motion passed.

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

1. Trustee Guillén would like minor corrections made before voting on approving the minutes. The minutes will be reviewed at the September 24, 2013 meeting.

PUBLIC COMMUNICATION (7:05 P.M.)

At this time, the Board of Trustees will listen to communication from the public on matters that are not on the agenda and are within the Board's jurisdiction. Under provisions of the Brown Act, the Board and District staff are prohibited from discussing or taking action on oral requests that are not part of the agenda, but may respond briefly. A maximum of 15 minutes (up to 3 minutes per individual) will be provided for speakers under this agenda section, at the Board President's discretion. A speaker's card must be completed to request to address the Board. Requests to speak which cannot be honored within the time limit will be scheduled for subsequent meetings in the order received. Persons addressing items included on the agenda will be heard at the time the item is considered, and comments on tangential issues not directly related to the item may be ruled out of order. Cards must be received prior to the Board's consideration of the item and are honored in the order the cards are received. A speaker may yield time to another speaker up to a limit of 6 additional minutes, with no more than 5 speakers on the issue, where both have completed a speaker's card, and the yielder must identify him/herself to the Board. Speakers are asked to submit any materials to the Board Clerk and shall not approach the dais during meetings. (Please line-up when your name is called.) Further direction is provided in Board Policy and Administrative Procedure 2345 Public Participation at Board Meetings. <http://web.peralta.edu/trustees/board-policies/>

Speaker Goldstein spoke about negotiations. The PFT negotiating team met throughout the summer with the district side negotiations and are hoping to come to an agreement soon. PFT will be meeting again on Friday, September 13th. He urges the district to develop a training module for new administrators that would acquaint them with the particulars of the AP and BP and the PFT contract.

Speaker Garcia thanked everyone who was involved in the 10th Annual Golf Tournament. The Annual Scholarship Dinner has been scheduled for November 21st. Orientations have begun for new co-horts of students in the new foundation scholars program to begin this semester. The Foundation Scholars Program will provide scholarships to students and will receive guidance through staff members.

Speaker Young spoke on a sick leave issue he has been having. He is trying to work through the union to get this resolved.

Speaker Lanza thanked the District for the beautiful ceremony for Sheryl Queen. SEIU Local 1021 is optimistic with passage of parcel tax and Prop 30 last year. He spoke about negotiations and is also hoping to come to agreement soon. They do not have enough funding for clerical support. He is asking for funding that is tailored specifically to those areas to be given to the colleges.

Speaker Blake spoke on good things happening at Peralta. Under leadership of Chancellor Ortiz, there has been more engagement and cooperation between all sectors of Peralta community. He also had the

opportunity to attend a customer service workshop sponsored by the Chancellor. He feels we need more structure at the college level.

Speaker Lecar spoke on behalf of The League of Women Voters of Berkeley, Albany and Emeryville who wrote a letter thanking Peralta District for their success in restoring all the campuses to full accreditation. Gulassa thanked her for all her work she's done for the District, all her work she's done with the oversight committee and general work she's done for the Community.

REPORTS (7:20 P.M.)

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

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

Speaker Williams, the newly elected student body president for College of Alameda reported on happenings with ASCOA.

3. Chancellor's Reports Chancellor's Report Dr. José M. Ortiz Vice Chancellor's Reports Budget Update Vice Chancellor Gerhard Enrollment and Vice Chancellor Orkin Student Services Update General Services Vice Chancellor Ikharo Human Resources Vice Chancellor Largent College Reports

Chancellor Ortiz spoke on the culture change we are undergoing here at Peralta College. Faculty and administrators need to know what behavior is expected when we talk about accountability. The Chancellor spoke about a customer training initiative that he implemented in August which classified staff and administrators attended. The Chancellor is committed to continuing the development of a culture of service at Peralta. The Chancellor also spoke about the Oz Principle Training which administrators attended.

Dr. Budd honored former Berkeley City College student Tenzin Seldon with a resolution in which she was a former student ambassador. Seldon attended BCC for 2 years and graduated with the highest distinction. She then was accepted and graduated from Stanford University with high academic distinction. She is currently pursuing a Masters in Comparative Social Policy at Oxford University.

Student Trustee Clegg spoke on the first annual training which Peralta Student Council hosted for student body government council between August 6th – 9th. On September 12th, the Peralta Student Council would like to invite everyone to their student council meeting being held at Laney College, 4th floor in the Student Conference Room.

Student Trustee Li provided an update on her recent activities.

Trustee González Yuen was invited to join the membership committee of Faculty Association of California Community Colleges (FACCC) where he will be traveling the State working with community college faculty members.

Trustee Brown spoke about the event that has been planned in coordination with Trustee Handy, Chancellor Ortiz, Dr. Ambriz-Galaviz, Dr. Webb and Jeff Heyman which shows the deep political, cultural and social

impact that the Peralta Community and Alameda County community has had on the American justice system. The event will be reviewing the trials of the Huey P. Newton, Angela Davis and the O.J. Simpson trials.

Trustee Handy will be attending the Congressional Black Caucus in Washington DC the week of September 16th along with other trustees and student leaders.

Trustee Riley wanted to remind everyone that Peralta will be co-sponsoring the 17th Annual Back to School Shoe Giveaway on September 28th from 10am – 3pm at the Oracle Arena which provides new shoes to K-12 students in Alameda County.

Trustee Guillén spoke about the number of positions that have been posted through community college workforce development website. Trustee Guillén wanted to make sure that our programs and our course offerings at Peralta Community College District are in line with industries to meet those workforce demand needs.

Trustee Gulassa thanked Tenzin Seldon for coming and being an inspiration to everyone. He also wanted to congratulate staff and faculty and trustees who have worked hard to put the District back on track.

College of Alameda Interim President Gravenberg

Laney College President Webb

Merritt College President Ambriz-Galaviz

4. Board of Trustees' Reports At this time, the Board of Trustees will report on matters related to attendance at conferences, professional affiliations, and community involvement directly related to their functions as Board members.
5. PUBLIC HEARING and ACTION ITEM: Conduct Public Hearing on Resolution 13/14-16, 2013 - 2014 Final Budget Presenter: Vice Chancellor Gerhard (7:45 P.M.) The Peralta Community College District is required to hold a public hearing on the proposed 2013-14 annual budget prior to its adoption. Included in the meeting materials is the proposed final budget for the District which has been publically announced and made available for inspection at the District Budget and Finance Office as well as being posted on the District's website at: <http://web.peralta.edu/business/finance-contacts/annual-adopted-budget/> After the public hearing, it is recommended that Resolution No. 13/14-16 be adopted, approving the Annual Budget. The Chancellor recommends approval.

[Resolution](#)

[Agenda](#)

[Board Presentation](#)

The public hearing was gaveled in. There were no public comments.

A budget update was given. Trustee Guillén asked what types of classified positions are being added to the budget. There are twenty positions being added. Six of those positions are for grounds & maintenance which are district wide positions that are being restored from previous year reductions. The other positions were split based on the percent of FTES percentage totals within the other colleges. He understands that we are

setting aside \$17 million for OPEB liability. Is that enough money being set aside for that purpose? The \$17 million is comprised of two pieces. The first is the money set aside to fund benefits for current employees which is approximately \$7 million dollars and the \$10 million is set aside for current retirees. Trustee Guillén complimented Ron Gerhard and his staff on putting together an easy to read, transparent, budget.

MOTION: Motion by Trustee Abel Guillén, second by Trustee Riley to approve Agenda Item 5.

AYES: Trustee Bill Riley, Trustee Linda Handy, Trustee Abel Guillén, Trustee Nicky González Yuen, Trustee Cy Gulassa, and Trustee Meredith Brown.

NOES: None

ABSTAIN: None

ABSENT: Trustee Withrow

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

DAS President Karolyn van Putten provided an update on the academic mood for FY 2013-2014.

[DAS Report](#)

CONSENT CALENDAR (8:30 P.M.)

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

MOTION: Motion by Trustee Guillén, second by Trustee González Yuen to approve Items 8-13, 15-24, 26-27.

AYES: Trustee Brown, Trustee Gulassa, Trustee Guillén, Trustee González Yuen, Trustee Riley and Trustee Handy.

NOES: None

ABSTAIN: None

ABSENT: Trustee Withrow

The motion passed.

[Executed Resolutions](#)

EDUCATIONAL AND STUDENT SERVICES

7. Consider approval of contracts for the production and printing of college brochures for Berkeley City College, College of Alameda and Laney College. Presenter: Chancellor Ortiz/Executive Director Jeff Heyman As part of Peralta's outreach efforts all four colleges need brochures for distribution to the public to increase awareness and enrollment. The contracts for SHM Communications, David Hanks

Photography, Tom Kane Design and Folger Graphics are for the production and printing of college brochures (10,000 each) for Berkeley City College, College of Alameda and Laney College. No general funds will be used for the production and printing. Funding is being provided by the Department of Public Information, Communications & Media's Fund 11 account. (Merritt College will be reimbursed for its previous brochure production costs from this account as well.) The total amount requested is \$51,000. The college presidents support the production and printing of the brochures and the Chancellor recommends approval.

[Agenda](#)

Trustee González Yuen had a question about the production of the printing. He wanted to make sure that when we are spending institutional funds when we are using union shops. This item will be brought to the September 24, 2013 with more information on this. The motion on the floor originally was to approve the item if it is only a union shop. General Counsel Thuy Nguyen highly advised the Board that this not be a vote consideration for the Board because of the message it is sending which is if you are not a union shop, you cannot be a vendor at Peralta. She highly recommended that the vote is postponed or vote on the specific item.

MOTION: Motion by Trustee Riley, second by Guillén is to approve the item originally as it stood before this discussion.

AYES: Trustee Brown, Trustee Gulassa, Trustee Guillén, Trustee Riley, and Trustee Handy.

NOES: Trustee González Yuen

ABSTAIN: None

ABSENT: Trustee Withrow

8. Consider approval of new allocation of funds for the Career Advancement Academy Program. Presenter: Vice Chancellor Orkin Consider approval of new allocation of funds for the Career Advancement Academy Program. The EBCAA is a consortium led and industry-driven workforce initiative that will create and strengthen career training pipelines for low income young adults from distressed communities in the Contra Costa and Peralta Community college districts. The EBCAA consortium includes the 7 community colleges of the Contra Costa and Peralta Districts, multiple industry and labor organizations, 4 workforce investment boards, ROCP's, Adult Education programs, and community based organizations tied into the college CTE training and education programs, EBCAA is designed to move "beyond the bridge" with a model pathway that bundles contextualized basic skills, professional development, CTE certificates, enhanced counseling, case management and placement into high demand occupations with access to career ladders and wage advancement. The Chancellor recommends approval. Funding Source: California Community Colleges Chancellor's Office (CCCCO).

[Agenda](#)

9. Consider Approval of a contract addendum for Chad Thompson for Merritt College's Peralta Achievement Collaborative, Department of Labor project. Presenter: President Ambriz-Galaviz Merritt requests the Board to approve an amended amount of \$44,999 for the contract between Chad Thompson and Merritt College. The original amount of \$24,000 will be increased to \$44,999 due to an increase of additional scope of work. All Board approved contracts are subject to final negotiation and execution by the Chancellor. The Chancellor recommends approval.

[Background Material](#)

10. Consider Approval of Independent Contractor Agreement for Carmen Chavez render services for Merritt College's Peralta Achievement Collaborative, Department of Labor program. Presenter: President Ambriz-Galaviz Consider approval of Independent Contractor Agreement for Carmen Chavez render services for Merritt College's Peralta Achievement Collaborative, Department of Labor program not to exceed \$60,000. All Board approved contracts are subject to final negotiation and execution by the Chancellor. The Chancellor recommends approval. Funding Source: Department of Labor.

[Background Material](#)

11. Consider Approval of Independent Contractor Agreement Extension for Randolph Belle to render services for catalog work for Merritt College Presenter: President Ambriz-Galaviz Consider approval on independent contractor agreement for Randolph Belle in the amount of \$1,000 in support of Merritt's 2013-2015 Catalog. The initial contract amount with Laney College totaled \$24,999. Increasing the contract amount by \$1,000 to bring the total contract amount for the fiscal year to \$25,999. The scope of work for Mr. Belle provides support to the completion of the Merritt 2013-15 catalog. All Board approved contracts are subject to final negotiation and execution by the Chancellor. The Chancellor recommends approval. Funding Source: Unrestricted Funds.

[Background Material](#)

12. Consider approval of a grant from the Chevron Social Investment Partnership Grant (not to exceed \$78,000) for October 1, 2013 - September 30, 2014 to support education and workforce development in skilled trades programs at Laney College. Presenter: President Webb Consider approval of a grant from the Chevron Social Investment Partnership Grant (not to exceed \$78,000) for October 1, 2013 - September 30, 2014 to support education and workforce development in skilled trades programs at Laney College. The grant from the Chevron Social Investment Partnership Grant for \$78,000 will help support Laney College in training skilled tradespeople in machine technology, welding, wood technology, and carpentry. We project a direct impact to 85 students through course offerings. This would be approximately 40 students in the iDesign-Skilled Trades survey class, another 30 in OSHA classes, and 15 in the National Institute of Metalworking Skills (NIMS) class. We estimate impact to another 75 students with math tutoring, resume assistance, improved outreach and job placement assistance. All Board approved contracts are subject to final negotiation and execution by the Chancellor. The Chancellor recommends approval. Funding Source: Chevron Social Investment Partnership Grant.

[Background Material](#)

13. Consider Approval of Independent Contractor Agreement for Andrew Ostarello not to exceed \$10,000 to oversee and administer the American College Health Association National College Health Assessment Survey to 1,200 Peralta students in Fall of 2013. Presenter: Vice Chancellor Orkin Consider approval of Independent Contractor Agreement for Andrew Ostarello not to exceed \$10,000 to oversee and administer the American College Health Association National College Health Assessment Survey to 1,200 Peralta students in Fall of 2013. All Board approved contracts are subject to final negotiation and execution by the Chancellor. The Chancellor recommends approval. Funding Source: Student Health Fees. Andrew Ostarello will work with the Vice Chancellor of Educational Services to oversee and administer the American College Health Association National College Health Assessment Survey to 1,200 students and develop related reports and analyses,

specifically: * Develop a sampling plan and construct a data set in collaboration with PCCD. * Communicate with appropriate faculty and others as needed regarding the purpose, timeline and incentives for said survey. * Plan and conduct the sampling of approximately 1200 unique students. * Plan and conduct or oversee the distribution and collection of surveys. * Collate, organize and verify each survey for return to the American College Health Association for results and analysis. * Follow-up communication with faculty and others at the conclusion of the survey.

[Background Material](#)

14. Consider Approval of Resolution No. 13/14-20 in support of The Trial of the Century Presenter: Chancellor Ortiz Consider approval of Resolution No. 13/14-20 in support of The Trial of the Century Educational and Community Service Project. The Chancellor recommends approval.

[Resolution](#)

Trustee Gulassa asked that before the resolution be approved, that the phrase where alcohol will be served should be removed because the Chancellor has the authority to authorize the usage when it is appropriate.

Trustee Brown recapped that on October 9th, from 6pm – 9pm there will be a debate on which trial would be the Trial of the Century. She invited and encouraged everyone to attend this event.

MOTION: Motion by Trustee Guillén, second by Trustee Riley to approve.

AYES: Trustee Brown, Trustee Gulassa, Trustee Guillén, Trustee Riley, Trustee González Yuen and Trustee Handy

NOES: None

ABSTAIN: None

ABSENT: Trustee W

FINANCIAL SERVICES

15. Review of Purchase Order Report Presenter: Vice Chancellor Gerhard The Purchase Order Report is being presented for review in accordance with Education Code Section 81656 which states, "All transactions entered into by the officer or employee (designated employees enumerated in AP 6330) shall be reviewed by the Board of Trustees every 60 days." This Purchase Order Report contains all orders issued from June 29, 2013 through August 23, 2013 which have been issued in accordance with applicable policies, procedures and laws by an authorized officer of the District. The Purchase Order Report is brought to the Board for informational purposes only.

[Background Material 1](#)

[Agenda](#)

[Background Material 2](#)

16. Consider Ratification of the AP, Travel, and Consulting Contract Warrant Register Presenter: Vice Chancellor Gerhard Consider ratification of the AP, Travel, and Consulting Contract Warrant

Register from June 29, 2013 through August 23, 2013. Recent AP, Travel and Consulting Contract warrant registers are brought to the Board for ratification purposes only. The Chancellor recommends ratification.

[Background Material](#)

17. Consider Approval of Budget Transfer Report Presenter: Vice Chancellor Gerhard Consider approval of budget transfer report covering the period from June 29, 2013 through August 23, 2013. California Code of Regulations Section 58307 limits the District's expenditures to the amount appropriated for each major expenditure classification as approved by the Board of Trustees through the adoption of the District's annual budget or as amended by subsequent budget transfers or revisions. Due to this statutory control language, budget transfers that move budget authority between major object codes or classifications must be approved by the Board of Trustees. The budget transfers presented are requests originating from the Colleges' or District's departments during the ordinary course of operations and do not significantly alter the final budget that was approved by the Board of Trustees on September 11, 2012. The Chancellor recommends approval.

[Background Material 1](#)

[Background Material 2](#)

[Background Material 2](#)

18. Consider Approval of the California Community Colleges Chancellor's Office Quarterly Financial Status (CCFS-311Q) Report Presenter: Vice Chancellor Gerhard Through the fourth quarter of the fiscal year, the District's Unrestricted General Fund recognized revenues of \$118.6 million and expended \$115.8 million. There was a cash deficit of \$8.3 million that was covered by use of external borrowing as approved by the Board (Tax and Revenue Anticipation Notes). This report has been completed and will be submitted on time to the State Chancellor's Office and in accordance with the District's Financial Reporting Calendar. We are in the process of closing our accounting records and any changes or adjustments necessary as part of that process will be communicated when the CCFS-311A (annual) is presented to the Board on October 8, 2013. The Chancellor recommends approval.

[Background Material 1](#)

[Background Material 2](#)

19. Consider Approval of the Chancellor's Office Tax Offset Program (COTOP) Presenter: Vice Chancellor Gerhard Consider approval of contract between the Peralta Community College District and the Chancellor of the California Community College for the District to participate in the Chancellor's Office Tax Offset Program (COTOP). This program is made available to California Community College Districts through the State Chancellor's Office. Through the use of this program, the District is able to collect amounts owed from students past due longer than 365 days. Using this program in the prior year, the District was able to collect thousands of dollars of past due balances going back to fiscal year 2005-06. All Board approved contracts are subject to final negotiation and execution by the Chancellor. The Chancellor recommends approval. Funding Source: Unrestricted General Fund.

[Background Material](#)

20. Consider Approval for Blanket Purchase Order for Official Payments Corporation Presenter: Vice Chancellor Gerhard Consider approval of an open purchase order for Official Payments Corporation (OPC) in the amount not to exceed \$300,000. The contract is needed to pay for student credit card processing fees until the end of this Fiscal Year, June 30, 2014. The District provides students with a variety of payment options in effort to collect student fees timely (i.e. debit card, electronic check and credit card). OPC currently offers Peralta Community College District electronic check payment and processing transaction services and credit/debit card payment transaction services through an Internet interface over the web, an interactive telephone voice response system, and a point of sale interface. This service includes the validation of student's bank account routing numbers, ACH eligibility, determination of dollar amount specified by students, and the creation of transaction files that are then forwarded to the Automated Clearing House. All Board approved contracts are subject to final negotiation and execution by the Chancellor. The Chancellor recommends approval. Funding Source: Unrestricted General Fund.

[Background Material](#)

21. Consider Approval of Bank Signors Resolution No. 13/14-17 Presenter: Vice Chancellor Gerhard Consider approval of bank signors resolution no. 13/14-17 naming signors/key executives authorized to act on behalf of Peralta Community College District. Resolution No.13/14-17 delegates Dr. José M. Ortiz, Mr. Ronald Gerhard, and Mr. David Yang as authorized signors with all banking institutions. Funding Source: Not Applicable. The Chancellor recommends approval.

[Background Material](#)

[Resolution](#)

22. Consider Approval of annual PeopleSoft Software License Update and Support with Oracle Presenter: Vice Chancellor Gerhard Consider approval of the annual PeopleSoft Software License Update and Support required to maintain all PeopleSoft modules used by the District and the Colleges (Student Administration, Human Resources, Finance, General Ledger, Purchasing, Benefits, etc.). The total cost is \$249,541.07 (excluding applicable tax). All Board approved contracts are subject to final negotiation and execution by the Chancellor. The Chancellor recommends approval. Funding Source: Unrestricted General Fund and Measure E.

[Background Material](#)

[Agenda](#)

23. Consider Approval of a three (3) year contract with Sysco San Francisco of Alameda County Presenter: Vice Chancellor Gerhard Consider approval to issue a three (3) year contract with Sysco San Francisco of Alameda County for food and supplies for Laney cafeteria, in the amount of \$400,000.00. Authorization and approval to use Sysco San Francisco of Alameda County for food and supplies for Laney College Cafeteria needs for a period of three years. The initial contract is for three years contingent upon the satisfactory performance of the vendor's ability to maintain the District standards. A formal Request for Proposals (RFP 12-13/11) was conducted for food and supplies for Laney Cafeteria. A total of three firms attended the pre-proposal meeting, and three firms responded to the RFP. A panel was convened to evaluate the proposals based on their submitted responses to overall vendor's capacity to provide quality service, references, response time and plan, proposed costs

and volume discounts and SLBE affiliation. After a detailed analysis and review, Sysco San Francisco of Alameda County was the highest ranking vendor. The average scores are summarized below:

Vendors	Average Score
Sysco Foods	74.0
Bi-Rite	68.5
US Foods	00.0

All Board approved contracts are subject to final negotiation and execution by the Chancellor. The Chancellor recommends approval. **Funding Source: Unrestricted General Fund.**

[Backup Material](#)

HUMAN RESOURCES

24. Consider Approval of Short-Term Assignments - Hiring of Non-Academic Classified Short-Term Employees Presenter: Vice Chancellor Largent Pursuant to California Education Code Section 88003, the below list contains the name, date of hire, assignment end date, position title, and site location of candidates recommended for short-term assignments in non-academic classified positions. Each candidate's assignment will not exceed the position title into which the candidate is assigned. The Chancellor recommends approval. Last Name First Name Date of Hire End Date Position Title Site
- Aguero Brandi 9/11/13 6/30/14 Clerical Assistant II M Anding Nyagia 9/11/13 12/13/13 Inst Asst I/DSPS M Apodaca Carmen 9/11/13 12/23/13 Inst Asst I/DSPS L Beasley Corina 9/11/13 12/13/13 Food Services Worker L Cheng Man 9/11/13 6/30/14 Instructional Asst/Music L Cheng Willard 9/11/13 6/30/14 Instructional Asst/Biotech B Dutton William 9/11/13 6/30/14 Instructional Asst/Photography L Ferris Ivan 9/11/13 6/30/14 Inst Asst/Machine Tech L Gerber Elaine 9/16/13 6/30/14 Inst Asst I/DSPS A Griffin Terry 9/11/13 6/30/14 Warehouse Worker/Driver D Guessoum Hayat 9/11/13 12/20/13 Staff Asst/Admin (General) D Guo Wanpeng 9/11/13 6/30/14 Instructional Asst/Music L Hanley Michaela 9/11/13 6/30/14 Interpreter/Fully Certified All Herrera Catalina 9/11/13 9/30/13 Staff Asst/Admin (Grants) B Jue Sharon 9/11/13 6/30/14 Instructional Asst/Culinary Arts L Koelle Katherine 9/11/13 12/13/13 Curriculum Specialist B Li Lili 9/11/13 6/30/14 Instructional Asst/Music L Liu Hecheng 9/11/13 6/30/14 Instructional Asst/Music L Lu Xian 9/11/13 6/30/14 Instructional Asst/Music L Lyons Brenda 9/11/13 6/30/14 Master Interpreter All Markakis Michelle 9/11/13 6/30/14 Interpreter, Fully Certified All Martin-Ribith Samuel 9/11/13 6/30/14 Instructional Asst/Multimedia B McCullough Gloria 9/11/13 6/30/14 Accounting Technician L Moran Maureen 9/11/13 6/30/14 Interpreter II All Mundeke Okala 9/12/13 6/30/14 Clerical Assistant II L Oliver Nicole 9/11/13 6/30/14 Clerical Assistant II/Typing D Peng Lu 9/11/13 6/30/14 Instructional Asst/Music L Perez Maria 9/11/13 12/13/13 Staff Asst/Business Services M Rehman Uzma 9/11/13 12/19/13 Inst Asst III/DSPS B Roby Jacqueline 9/11/13 12/23/13 Inst Asst/Psychology L Rockwell-Gehrett Morgan 9/11/13 5/30/14 Cashier L Rubio Margie 9/11/13 6/30/14 Clerical Assistant II M Ruckman Joann 9/11/13 6/30/14 Instructional Asst/Multimedia B Saechao Chai 9/11/13 12/18/13 Program Specialist/EOPS L Serpa Luis 9/11/13 6/27/14 Student Employment Spec. M Sharp Louis 9/11/13 6/30/14 Instructional Asst/Biotech B Shields Ice'e 9/12/13 6/30/14 Clerical Assistant II L Tarver John 9/11/13 12/13/13 Cashier L Taylor Socorro

9/11/13 6/30/14 Executive Asst/Emp Rel D Thach Justin 9/16/13 6/30/14 Inst Asst
III/DSPS A Van Buhler Belinda 9/11/13 6/30/14 Inst Asst IV/DSPS A Vilchis-Lent
Leticia 9/11/13 6/30/14 Account Clerk II L Young Anwar 9/11/13 6/30/14 Duplicating
Services Tech II B Yu Zhi 9/11/13 6/27/14 Admissions & Records Clerk L

25. Consider Approval of Resolution No. 13/14-19, Exception to the 180-Day Wait Period (Government Code § 7522.56) Presenter: Vice Chancellor Largent Requesting that the subject resolution be passed and adopted at its regular September 10, 2013 Board meeting to appoint Joann Phillips, who retired on June 8, 2013, as a short-term classified employee in the position of Curriculum and Systems Technology Analyst for Educational Services.

Agenda

Resolution

MOTION: Motion by Trustee Riley, second by Trustee Gulassa to approve Item 25.

AYES: Trustee Brown, Trustee Gulassa, Trustee Guillén, Trustee González Yuen, Trustee Riley, and Trustee Handy.

NOES: None

ABSTAIN: None

ABSENT: Trustee Withrow

FACILITIES

26. Consider Approval to Enter into an Agreement with KONE Inc. to Provide Elevator Inspections and Maintenance Services at College of Alameda, Laney College and Merritt College. Presenter: Vice Chancellor Ikharo Approval is requested to enter into an Agreement with KONE Inc. to provide elevator inspections and maintenance services at College of Alameda, Laney College and Merritt College for a three (3) year period, in the amount not-to-exceed \$151,850. Most importantly, the vendor's services will ensure public safety, which is the District's first priority. The District is committed to the provision of safe elevator transportation to meet safety codes and provide access for public use. To procure new elevator inspection and maintenance services, the Administration complied with California Public Contract Codes, Board Policy, and Administrative Procedures and established a screening committee to assess potential vendor's proposals based on the set evaluation criteria outlined in the Request for Proposal (RFP). As required by the State of California Public Contract Code Sections 20651-20660 and Board Policy 6330 for purchasing of goods and services, the District solicited a Request for Proposal (RFP No. 13-14/03) to establish a new agreement with a selected vendor to provide District-wide elevator inspection and maintenance services. The RFP was issued by the Purchasing Department on June 12, 2013 and the schedule publication dates were June 12, 2013 and June 19, 2013 respectively. Potential vendors provided their proposals to the Purchasing Department by July 9, 2013. A mandatory pre-proposal meeting was scheduled on June 20, 2013 to review the submission requirements and to tour three (3) college's elevators. Consequently, a total of three (3) proposals were submitted to the District by various full service companies that provide elevator inspection and maintenance services. Proposal submissions were scored according to the following evaluative criteria: 1) References, Resources, and Key Personnel, 2) Knowledge and Experience, 3) Response Time and Maintenance Plans, 4) Proposed Costs, and 5) Small Local Business Enterprise (SLBE) / Small Local Emerging Business Enterprise (SELBE). A technical screening committee comprising of the District's personnel was established to evaluate and score all

submissions according to the scoring criteria above. As a result, KONE Inc. received the highest assessment score of 213 points.

Background Material

27. Consider an Extension to the Existing Agreement for Tyco/SimplexGrinnell to Provide District-Wide Fire System Testing, Inspection, Repair and Maintenance on a Month-to-Month Basis. Presenter: Vice Chancellor Ikharo Approval is requested to extend an existing agreement with Tyco/Simplex Grinnell to provide District-wide fire system testing, inspection, repair and maintenance on a month-to-month basis, starting from July 1, 2013 to December 31, 2013, in the amount not-to-exceed of \$76,000. In compliance with Education Code Section 81644 and the District's Administrative Procedures 6340, the District may only continue contracts for services for a maximum of five (5) years. The vendor's existing agreement ended June 30, 2013. This request is critical because SimplexGrinnell's services is needed to minimize hazards to life and property. Also, the services of fire devices testing and maintenance will ensure public health and safety, and conform to California State Fire Marshal's fire and life safety codes. As required by California Public Contract Code Sections 20651-20660 and Board Policy 6330, the District will solicit for a new Request for Proposal (RFP) to procure this service. As an authorized agent, SimplexGrinnell has provided proprietary services to the District for the past five (5) years; they will bill on monthly basis for their services.

Background Material

28. Consider Approval of Resolution No. 13/14-18 for Board Approved Construction Settlement Agreement with Mondo USA Inc. Presenter: Vice Chancellor Ikharo Approval is requested for Resolution No. 13/14-18 for the Board approved construction settlement agreement with Mondo USA Inc. The settlement agreement with Mondo USA Inc. was approved by the Board of Trustees at the meeting of July 16, 2013. To abide by the District's formal practice, assignment of a resolution number for a construction contract, the Administration requests for Board approval and adoptions of the following resolution numbers for the previously Board approved project. Resolution No: Project Names (Bid Nos.) Contractors (Contract Amount) BOT Approval Dates 13/14-18 Mitigation of the Deteriorated District-wide Tracks at Laney College, College of Alameda and Merritt College Mondo USA Inc. (\$1,400,000) July 16, 2013

Resolution

(This item was removed from the agenda under approval of the agenda.)

ACTION CALENDAR ITEMS

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

ANNOUNCEMENTS

1. The next regular Board meeting will be held on September 24th here in the District Offices Boardroom. The Board meeting on October 22nd has been rescheduled to October 8th. The Board retreat meeting has been scheduled for October 15th from 1pm – 7pm.
2. The Board would like to congratulate Berkeley City College Alum Paige Bierma who won an Emmy for a

- film she shot and edited while studying production and editing at Berkeley City College.
3. The Board welcomes back all of our students, faculty, and staff after the summer, and wishes everyone a successful school year.
 4. The Board recognizes tomorrow's observance of the somber events of September 11th.
 5. The Board extends sympathy to the family and friends of long-time and beloved Peralta employee Sheryl Queen upon her untimely passing and adjourns the meeting in her memory.

ADJOURNMENT

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

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