

THE FRIENDS OF CHABOT COLLEGE

Board of Directors Meeting

Wednesday, June 22, 2016 • 12:30 p.m.

Chabot College • 25555 Hesperian Blvd. • Hayward CA • 94545

Conference Room 727-A • Building 700 South

MINUTES

Members Present

Sheryl Boykins

Marita Cheng

Pat Gacoscos

Hal Gin

María Ochoa

Mark Salinas

Susan Sperling

Carla Walter

Members Not Present

Melinda Matsuda

Obray Van Buren

Guest

Yvonne Wu Craig, Director of Grants

1. Call to Order – Mark Salinas

Chair Salinas called the meeting to order at 12:36 p.m.

2. Roll Call – Pat Gacoscos

All members present except for Ms. Melinda Matusda and Mr. Obray Van Buren.

3. Approval of Minutes for March 23, 2016, April 29, 2016, and May 31, 2016– Mark Salinas

Dr. Gin moved approval of the Minutes for March 23, April 29, and May 31, 2016; seconded by Vice Chair/Secretary Gacoscos and Ms. Cheng. 6 Ayes, 0 Nays, 1 Abstention, 2 Absent; motion passed.

4. Discussion Items – Mark Salinas

Title V-HSI Grant presentation — Director of Grants Ms. Yvonne Wu Craig reported that the college will receive a Federal grant from the Department of Education under the Title V – Developing Hispanic Serving Institutions Program. The total grant package is for \$2.3 million dollars allocated over a five-year period between October 1, 2016 and September 30, 2021.

The major program components include: 1. Establishment of a Latino-friendly, one-stop resource center for students and their families, which includes a coordinated intake process that connects students to resources needed to accelerate and complete their studies; 2. Strengthening key student transition points and barriers that impede timely completion with a focus on mathematics; 3. Establishment of an Ethnic Studies pathway; 4. Provision of professional development opportunities that support culturally relevant teaching and learning.

This grant also provides for sustainable resource development. The Friends of Chabot College Board of Directors committed at a previous meeting to raising funds for an endowment that would receive dollar for dollar matching seed money from the grant. The total amount of funds to be raised over the five-year period is \$110,000; this sum will be matched dollar for dollar by the grant so that the endowment will total \$220,000 at the conclusion of the grant period. The fundraising benchmarks are as follows: 2016/17: \$10,000; 2017/18: \$10,000; 2018/19: \$20,000; 2019/20: \$30,000; 2020/21: \$40,000. Board Members voiced their renewed support of the grant and of the endowment benchmarks. Dr. Sperling congratulated Ms. Wu Craig for her successful work.

Board of Directors voting status update

The Board rearticulated the fact that Chabot College President Dr. Susan Sperling and Vice President for Administrative Services Dr. Carla Walter have full voting rights as members of The Friends of Chabot College Board of Directors. Board Vice Chair/Secretary Pat Gacoscos initially expressed her concern that a possible conflict of interest might be created as a result of this voting status update. Ms. Gacoscos did, however, affirm at the conclusion of this discussion her support for the work of the President and the Vice President on behalf of the Foundation.

Meeting schedule for 2016-17 (September, December, March, June)

Board meetings have been scheduled for the third Wednesday of the month, which is a difficult time due to the CLPCCD meeting schedule for senior leadership. As a result, the Board chose the fourth Wednesdays for their quarterly meetings in the 2016/17 year. The meeting dates are as follows: September 28 and December 7, 2016, and March 1 and June 7, 2017. Meetings will begin at 1:30 p.m.

5. Action Item – Mark Salinas and Carla Walter

Proposed Investment Policies — The Board discussed the proposed investment policies as preliminarily articulated by Rick Ashburn, Investment Advisor to The Friends of Chabot College. **Vice Chair/Secretary Gacoscos moved that Foundation CFO Dr. Carla Walter and ED Dr. María Ochoa be directed to work in consultation with Rick Ashburn to develop an investment strategy based on the policies; seconded by Dr. Gin. 5 Ayes, 0 Nays, 1 Abstention, 3 Absent (Chief Boykins left at 12: 50 p.m.); motion passed.**

6. Board Members' Remarks, Reports and Recommendations for Action

Fundraising — Mr. Van Buren was unable to attend the meeting. Dr. Ochoa distributed sponsorship outreach materials to Board Members. Two sponsorship tables have already been secured. This year's event—the Third Annual Gala—will be held on Thursday, September 29, 2016. It is expected that moving the event to an earlier time in the fall will make it possible for guests to enjoy the scenery as the sun sets and to explore the different outdoor spaces at the venue. Student speakers will be integrated into the program for the evening. Retired ceramics professor Skip Esquierdo donated 12 hand thrown ceramic pots to be used for the table centerpieces. Melinda Matsuda has agreed to, once again, apply her imaginative flair for decoration and design the table settings for this year's gala. It was suggested that Dr. Sperling contact LPC President Dr. Barry Russell to ask if the college might provide some of their most excellent wine for the gala.

7. Executive Director's Report – María Ochoa

Dr. Ochoa reported that the Foundation awarded \$44,000 in scholarships during academic year 2016/17. This is an increase of \$40,000 from the previous year. The Miranda Lux Foundation has agreed to continue funding an annual gift of \$15,000 in scholarships for students in the first two years of study at Chabot College. Dr. Leuning is renewing his general scholarship award, as are Professors Keith Mehl and Agnello Braganza, who are offering STEM related scholarships. The audit for fiscal year 2015/16

is underway, and expected to go smoothly. There is a projected launch of the Chabot College Alumni Association in the fall. A new look for the Office of Development and Foundation website is in the works. The redesigned site is expected to be live in October.

8. Finance Report – Carla Walter

Dr. Walter departed from the meeting at 1:30 p.m. Dr. Ochoa reported that the accountant Ms. Nasi Raissian continues to conduct excellent work on behalf of the Foundation. Ms. Raissian will be working with the auditors when the time comes for the Foundation to provide materials to them.

9. Campus Report – Susan Sperling

Dr. Sperling reported that with the recent successful passage of Measure A- the General Obligation Bond placed on the June ballot by the CLPCCD Board of Trustees, there would be a request forthcoming for the Foundation to designate representation on the planning group. Students will also be represented on this group, as the planning moves forward on the facilities.

10. For the good of the order

Dr. Sperling congratulated Vice President for Administrative Services Dr. Carla Walter for her recent appointment as the permanent administrator in charge of that unit. She also congratulated Chair Salinas for his recent re-election to the Hayward City Council.

11. Adjournment

Chair Salinas adjourned the meeting at 2:19 p.m.