

**SANTA CLARITA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

**BUSINESS MEETING
WEDNESDAY, SEPTEMBER 23, 2009
MINUTES**

The Business Meeting of the Board of Trustees of the Santa Clarita Community College District was called to order on Wednesday, September 23, 2009, by President Joan MacGregor in the Board Meeting Room (HSLH-137), College of the Canyons, 26455 Rockwell Canyon Road, Valencia, California.

Members Present: Mr. Bruce D. Fortine (arrived 5:22 pm)
Mrs. Michele R. Jenkins
Mrs. Joan W. MacGregor
Mr. Scott Thomas Wilk
Mr. Nicolas Cardenas, Student Trustee

Members Absent: Mr. Ernest L. Tichenor (out of town)

Others Present: Dr. Dianne Van Hook, Chancellor
Dr. Mitjl Capet, Assistant Superintendent/VP, Instruction
Dr. Michael Wilding, Assistant Superintendent/VP, Student Services
Ms. Sharlene Coleal, Assistant Superintendent/VP, Business Services (arrived 6:33 pm)
Dr. Barry Gribbons, Assistant Superintendent/VP, Institutional Development, Technology and Online Services
Mr. Michael Dermody, President, Academic Senate
Ms. Lynne Mayer, Administrative Assistant to the Chancellor and the Board of Trustees

Special Presenters and Others Present: Dr. Dena Maloney, Founding Dean, Canyon Country Campus
Mr. Jim Schrage, VP, Facilities and Planning, Operations and Construction
Ms. Sue Bozman, VP, District Communications, Marking & External Relations
Ms. Victoria Leonard, Coordinator, Associate Program and the Spring 2009 Graduates
Dr. Daylene Meuschke and Dr. Miriam Golbert, Co-Chairs, Institutional Research Board
Mr. Chris Blakey, President, COCFA

President MacGregor declared a quorum and called the meeting to order at 5:10 pm. The Board moved to Closed Session. **Quorum Established (1.1)**

1.2a Discussion of Student Expulsion (*pursuant to Education Code §48918*) **Closed Session**
1.2b Conference with Labor Negotiators (*pursuant to Government Code §54957.6*) **(1.2)**

Santa Clarita Community College District Representative:
Dr. Dianne Van Hook
Unrepresented Employees: Director, Contracts and Procurement; Controller; Director, Budget Development; Grant and Categorical Accounting Manager; Director, Accounting Services; Payroll Supervisor; Assistant Director, Campus Safety; Dean, Special Programs; Supervisor, Student Business Office; Director, Financial Aid; Director, Campus Safety; Director, Student Development; Interim Director of Service Learning; Dean, Student Services; Director, Student Health and Wellness; Director, Career Services; Assistant Director/Nurse Practitioner, Student Health and Wellness Center; Dean, Enrollment Services; Director, Admissions & Records and Online Services; Assistant Director, Admissions & Records and Online Services; Admissions & Records Project Manager-Veterans Affairs and Athletics

1.2c Conference with Labor Negotiator (*pursuant to Government Code §54957.6*)
Santa Clarita Community College District Representative: Dr. Michael Wilding
College of the Canyons Faculty Association (COCFA)

- 3.3 Ratification of Renewal to the Rental Agreement Between Santa Clarita Community College District and Long Beach Area Council, BSA (Camp Tahquitz)
- 5.1 Approval of Travel Authorizations Schedule T 09/10-6
- 5.2 Approval of Annual Financial and Budget Report CCFS311 for Actual Year 2008-2009 and Budget Year 2009-2010
- 5.3 Approval of Renewal of Contract to Participate in the Chancellor's Office Tax Offset Program (COTOP) for the Period October 1, 2009 through December 29, 2010
- 6.1 Approval of Notices of Completion (Secondary Effects and Modernization Projects)
- 6.2 Approval of Change Orders for the Dr. Dianne G. Van Hook University Center Construction Project
- 6.3 Approval of Change Orders for Bonelli Hall First Floor Remodel Project
- 6.4 Approval of Change Order for the Allied Technology Education Center Construction Project at the Canyon Country Campus
- 6.5 Approval of Contract for the Aliso Clean Room Remodel Project (H&S Electric, Inc.)
- 6.6 Approval of Addendum #01 to Contract for Soils Testing for the Applied Technology Education Center at the Canyon Country Campus (SubSurface Designs, Inc.)
- 6.7 Approval of Addendum #01 for Construction Management for the Tenant Improvements for the West Wing of the Dr. Dianne G. Van Hook University Center
- 7.1 Approval of Personnel Schedule PERS 2009/2010-5
- 10.1 Approval of the University Center Educational Program Agreement Between the Santa Clarita Community College District and the Regents of the University of California

**Consent Calendar
(2) con't**

Motion: Wilk Second: Jenkins Record of Board Vote: 4-0
Student Trustee: Aye

The Board moved Approval of Contract for DSA Project Inspection Services for the Mentry Hall Expansion Construction Project (Alliance Construction Services).

**Approval of Contract
for DSA Project Inspection
Services for the
Mentry Hall Expansion
Construction Project
(Alliance Construction
Services)
(6.8)**

Motion: Wilk Second: Cardenas Record of Board Vote: 4-0
Student Trustee: Aye

The Board moved Approval of Contract for Field Inspection Services for the Mentry Hall Expansion Construction Project (Alliance Construction Services).

**Approval of Contract
for Field Inspection
Services for the Mentry
Hall Expansion
Construction Project
(Alliance Construction
Services)
(6.9)**

Motion: Wilk Second: Fortine Record of Board Vote: 4-0
Student Trustee: Aye

The Board moved Approval of Contract for Structural Steel Shop Inspection Services for Mentry Hall Expansion Construction Project (Alliance Construction Services).

**Approval of Contract
for Structural Steel
Shop Inspection Services
for Mentry Hall
Expansion Construction
Project (Alliance
Construction Services)
(6.10)**

Motion: Jenkins Second: Wilk Record of Board Vote: 4-0
Student Trustee: Aye

**Board of Trustees Minutes – Business Meeting
September 23, 2009**

2009/10-28

The Board moved Approval of Contract for Relocation of Existing Modulars for the Secondary Effects Project (Ron's Mobile Home Services).

Motion: Fortine Second: Jenkins Record of Board Vote: 4-0
Student Trustee: Aye

**Approval of Contract
for Relocation of
Existing Modulars for
the Secondary Effects
Project (Ron's Mobile
Home Services)
(6.11)**

The Board moved Approval of Contract for Electrical Service and Conduit for the Secondary Effects Project (H&S Electric).

Motion: Jenkins Second: Cardenas Record of Board Vote: 4-0
Student Trustee: Aye

**Approval of Contract
for Electrical Service
and Conduit for the
Secondary Effects
Project (H&S Electric)
(6.12)**

The Board moved Approval of Contract for Scheduled Maintenance Project: Replace Electrical Switchgear (H&S Electric).

Motion: Fortine Second: Wilk Record of Board Vote: 4-0
Student Trustee: Aye

**Approval of Contract
for Scheduled
Maintenance Project:
Replace Electrical
Switchgear (H&S
Electric)
(6.13)**

The Board moved Approval of Contract for Labor Compliance Services for the Applied Technology Center at the Canyon Country Campus (The Solis Group).

Motion: Wilk Second: Cardenas Record of Board Vote: 4-0
Student Trustee: Aye

**Approval of Contract
for Labor Compliance
Services for the
Applied Technology
Center at the CCC (The
Solis Group)
(6.14)**

This item was removed from the agenda at the beginning of the meeting.

**Approval of Award of
Contracts for the Truck
Training Prop, Del Valle
Regional Training
Center
(6.15)**

Dr. Van Hook noted that:

- She distributed a new "*What They're Saying...*" legislative update, written by Mr. Eric Harnish, and she briefly highlighted the key issues included therein.
- We have been writing letters to the Governor and legislators on many of these bills.

**Update on Legislation
(10.2)**

Mr. Dermody noted that:

- The Academic Senate is addressing and talking about attendance and grades, and how grades are based on attendance, versus participation.
- They are addressing Course Currency as a reminder that every 6 years, our courses must be updated/reviewed.
- They have 100 students registered for this weekend's Field Studies trip at Camp Tahquitz.

**Academic Senate
Report
(11.1)**

There was no one from the Classified Senate at the meeting.

**Classified Senate
Report
(11.2)**

Mr. Fortine announced that there was a Foundation Board meeting last night.

- Fashia Skjelstad was on hand to provide an update on scholarships. They also discussed an endowment scholarship.
- Ms. Coleal provided a financial update.
- Mr. John Carlson from the Bank of Santa Clarita was nominated for membership with the COC Foundation Board.
- He installed Ms. Janice Dollar from Wells Fargo Bank (who is also a COC alumnus) as a Foundation Board member.
- Dr. Gribbons provided an update on the Golf Tournament, which grossed \$56,000 for the Foundation.
- Upcoming events include the Alumni & Friends barbeque (October 3), and Silver Spur (March 6, 2010).
- He is working with Mr. Murray Wood on the Legacy Program.

**Board Liaison
Committee Member
Report
(11.3)**

Dr. Van Hook invited administrators to provide updates in their areas.

**Chancellor's Report
(11.4)**

Dr. Maloney noted that:

- The Early Childhood Education Center Ribbon cutting was great.
- Club Rush was held at CCC for students today.
- The star gazing party will be held October 23.

Ms. Coleal noted that:

- She attended the Pat Benatar concert in the PAC.
- She attended the Betty Ferguson Woman of Honor dinner.
- Fiscal Services is halfway through their audit, and the Budget workshop will be held in 3 weeks.

Dr. Gribbons added that:

- He appreciated Mr. Schrage's help in fundraising for the golf tournament, as well as for the Betty Ferguson Foundation dinner.

Dr. Capet announced that:

- Hart District English teachers came to COC and took the placement exam to help them understand what needs to be taught and what the students are tested on. This is part of the Skills for Success program, and these teachers gave us great testing feedback as well.

Mr. Schrage announced that:

- Mr. Rick Wright from Kern CCD is coming to talk about the Design-Build process for Bakersfield College.

Ms. Bozman noted that:

- The PIO local agencies had lunch on our campus and we showed them the work we are doing on social networking, with other agencies, and toured the University Center.
- The "40-ways" videos are becoming quite popular on our website.

Dr. Wilding noted that:

- The COC Athletic Department has a new brochure for recruitment purposes (which he distributed at the meeting).
- The Career Center held a workshop hosted by Monster.com, which was great.
- The Resume Rally was held today in the Career Center.
- The Job and Career Fair will be October 10th at the Sports Complex, and is jointly sponsored by the Chamber of Commerce.

Dr. Van Hook noted that:

- Our **Skills for Success** program will receive an award for the Hewlett Leaders in Student Success Recognition at the Strengthening Student Success Conference in San Francisco, October 7-9, 2009. We are sending a team to conduct a workshop on this topic.
- She talked with Ms. Linda Umbdenstock (Executive Director, Hewlett Leaders Program), as we will be doing a presentation at the CCLC conference in November on sustaining basic skills in community colleges with her as a part of the Hewlett Leaders in Student Success Recognition award.
- She met Cathy Ritz and representatives of Union Bank for a tour of the University Center earlier today. They have sponsored a classroom in the Center.
- She met with Mr. John Green, and noted we will be framing pictures of the construction process of the Center which will be displayed in the rooms and halls.
- The campuses have been busy! She showed a PowerPoint, which highlighted the Mentry Hall groundbreaking, the Early Childhood Education ribbon cutting, Transfer Day, Club Rush, the Resume Rally, and the next 2 weeks of coming events.
- She thanked the Board members for being present at the Betty Ferguson dinner, and noted the organization raised the most they have ever raised at this event.

**Chancellor's Report
(11.4) con't**

Mr. Cardenas:

- Congratulated Dr. Van Hook on receiving the Woman of Honor award, and was sorry he could not attend the dinner.
- Noted that October 14th will be the ASG sponsored Board Candidate Forum from 11-1pm in the Hasley Board room.

**Reports by Student
Trustee, Staff
Members, and Board
Members
(11.5)**

Mr. Fortine added that:

- He attended the Gates Foundation GET SCHOOLED conference.
- He attended the Academy of the Canyons' Back to School night in their new facility.
- The Pat Benatar concert was good, and the PAC Bistro event held prior to the concert was great.
- He attended the Michael Hoefflin Foundation dinner and fundraiser.
- He attended the "40 under 40" event hosted by the Signal at TPC.
- The Early Childhood Education Center ribbon cutting event at CCC was great.
- The Betty Ferguson Foundation (BFF) was happy to have Dr. Van Hook as their Woman of Honor, and having it at TPC was great. The BFF Board of Directors was thrilled with the outcome of the event, especially in these tough financial times.

Mr. Wilk noted that:

- The Betty Ferguson Foundation event was great.
- He attended the Mentry Hall groundbreaking ceremony.
- He had a great time at the Pat Benatar concert.
- On October 9, 10 and 11, he will be in the COC booth at the Business Expo, volunteering with the Public Information Office and other COC volunteers.

Ms. Jenkins:

- Encouraged anyone interested in getting more information about the candidates who are running for our open seats to watch the Board candidate interviews on the local cable access channel or live from a link on the Signal's webpage.
- Noted the Betty Ferguson event was great. She thanked Dr. Van Hook for asking her to speak, and she enjoyed catching up with many old friends at the event.

Ms. MacGregor announced that she:

- Spoke at the Childhood Education Center Ribbon cutting, which was a great event.
- Attended the Mentry Hall groundbreaking ceremony, and noted it was nice to be in the Art Gallery for the program with the Ketchum exhibit on display.

- Attended the Chamber of Commerce Quarterly Lunch.
- Thought everyone who participated in the Public Access Candidates' Debate did a great job.
- Attended the Betty Ferguson event, and thanked Ms. Jenkins for being there to speak. She noted it was fun to hear about Dr. Van Hook from other people, many who have known her long before she came to COC.
- Took a tour of Channel 20 earlier this week.
- Participated in the candidate's interviews with the COCFA representatives.
- Spoke before a Hispanic group in the SCV, where she noted the accomplishments of Claudia Acosta at the event for the Spanish Institute at COC and the educational travel trips she participates in with our students.
- Plans to volunteer in the COC Booth at this year's Expo as well.

**Reports by Student
Trustee, Staff
Members, and Board
Members
(11.5) con't**

She reminded her fellow trustees of the SCV Trustee's Association meeting on October 5th at Golden Valley High School. All Board candidates (both COC and the Hart District) are invited to attend.

Ms. MacGregor noted the Board would be returning to Closed Session following the meeting.

There were no additional comments.

**Comments by Members
of the Audience on Any
Item Not on the Agenda
(11.6)**

Mr. Wilk noted he would like to discuss how we can bring back in a more systematic way any information that Board members cull from the community. He noted he, too, toured Channel 20 recently, and the City staff representatives were shocked that our Board members didn't get any information prior to when the City Council members came to COC about 6 weeks ago. At the Betty Ferguson event, he spent time with the chair of the Economic Development Corporation. That chairman was shocked there had been no report to this Board on things going on with that Commission. Mr. Wilk noted it is great Board members are going out into the community. Part of that is to represent the college and the other part is bringing it back and sharing it so all Board members can have the information. He felt the Board should talk about the best way they can do that so they keep each other informed.

**Requests/Recap of
Requests Made During
the Meeting By Board
Members to Have an
Item on a Future
Agenda
(11.7)**

Ms. MacGregor announced the next meeting will be a Budget Study Session/Business Meeting and will be held on Wednesday, October 14, 2009. Closed Session will begin at 5:00pm, and Open Session will begin at 6:30pm.

**Announcement of Next
Meeting (10/14/09) and
Adjournment
(12)**

There being no further business, the meeting was adjourned at 8:12 pm, in honor of Ms. Fiero's uncle and the President of Napa Community College, as both gentlemen passed away unexpectedly this week.

The Board adjourned to Closed Session at 8:14 pm. At 8:38 pm, Ms. MacGregor returned to Open Session and announced no action was taken in Closed Session. The meeting was adjourned at 8:39 pm.

Mr. Bruce D. Fortine, Clerk
Board of Trustees
Santa Clarita Community College District

Dr. Dianne G. Van Hook
Chancellor
College of the Canyons