

SANTA CLARITA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

BUSINESS MEETING
WEDNESDAY FEBRUARY 6, 2008
MINUTES

The Business Meeting of the Board of Trustees of the Santa Clarita Community College District was called to order on Wednesday, February 6, 2008, by President Ernie Tichenor, in Staff Dining Room STCN-132, College of the Canyons, 26455 Rockwell Canyon Road, Santa Clarita, California.

Members Present: Mr. Bruce D. Fortine
Mrs. Michele R. Jenkins
Mrs. Joan W. MacGregor
Mr. Ernest L. Tichenor
Mr. Scott Thomas Wilk (departed 8:10pm)
Ms. Jaime Meriwether, ASG President

Others Present: Dr. Dianne Van Hook, Superintendent-President
Dr. Mitjl Capet, Assistant Superintendent/Vice President, Instruction
Dr. Michael Wilding, Assistant Superintendent/VP, Student Services
Ms. Sharlene Coleal, Assistant Superintendent/VP, Business Services
Dr. Barry Gribbons, Assistant Superintendent/VP, Institutional Development, Technology and Online Services
Ms. Diane Fiero, Assistant Superintendent/VP, Human Resources
Mr. Michael Dermody, President, Academic Senate
Ms. Lynne Mayer, Administrative Assistant to the Superintendent-President and the Board of Trustees

Special Presenters: Ms. Judy Cox, Co-Founder, Betty Ferguson Foundation
Ms. Marjanne Priest, Co-Founder, Betty Ferguson Foundation
Ms. Jane Bettencourt-Soto, Executive Director, Betty Ferguson Foundation
Dr. Jennifer Brezina, Interim Dean, Non-Credit & Community Education
Ms. Gina Bogna, Dean, Interim Director, Community Education

President Tichenor declared a quorum and called the meeting to order at 5:06 p.m.
The Board moved to Closed Session in Private Dining Room #1, Student Center.

**Quorum Established
(1.1)**

The Board discussed the following items:

- 1.2a Conference with Real Property Negotiator
Property: 17866 Sierra Highway, Canyon Country, CA 91351
District Negotiator: Ms Sharlene Coleal and Dr. Barry Gribbons
Negotiating Party: Dr. Robert Nolet, Sulphur Springs Union School District
Under Negotiation: Price and terms of payment for purchase, lease or both
(pursuant to Government Code §54956.8)

**Closed Session
(1.2)**

Those present in Closed Session were Capet, Coleal, Fiero, Fortine, Gribbons, Jenkins, MacGregor, Schrage, Tichenor, Van Hook, Wilding and Wilk.

The Board returned from Closed Session at 6:10 pm and announced no action had been taken.

President Tichenor asked Ms. Mayer to lead the flag salute.

**Flag Salute
(1.3)**

President Tichenor welcomed all present to the meeting and invited members of the audience desiring to address the Board to so indicate and they would be recognized.

**Welcome Guests
(1.4)**

The Board moved approval of the Agenda for the meeting (with the additional information presented for Item 7.1).

**Approval of Agenda
(1.5)**

Motion: MacGregor Second: Fortine Record of Board Vote: 5-0
ASG President: Aye

The Board moved approval of the minutes for January 16, 2008.

**Approval of Minutes
(1/16/08)
(1.6)**

Motion: MacGregor Second: Fortine Record of Board Vote: 4-0-1
(Wilk – Abstain)
ASG President: Abstain

Dr. Van Hook:

**Recognition/Up Close
(1.7)**

- ✓ Introduced Ms. Cox, Ms. Priest and Ms. Bettencourt-Soto from the Betty Ferguson Foundation who presented the College with a \$6,000 check for the Education Advancement Forum. This brings the total given to COC by this organization to \$36,000 towards their \$100,000 goal. Mr. Fortine added these are 3 of the nicest and dedicated ladies you'll ever meet, and he is pleased to serve on the Betty Ferguson Foundation board.
- ✓ Introduced Dr. Brezina and Ms. Bogna who provided a brief overview of the Community Education program, department, courses and plans for the future. They provided two informative handouts to the Board, which are hereby included as a part of these minutes.

The Board moved approval of the Consent Calendar (with the additional information presented for Item 7.1).

**Consent Calendar
(2)**

- 3.1 Approval of Resolution 2007/08-14: Instructional Materials Contract 06/07, Contract Number CIMS-7209 – Child Development Agreement with the California Department of Education for Child Development Services
- 3.2 Approval of New and Modified Courses and Programs
- 3.3 Approval of Contract Between Santa Clarita Community College District and the Foundation of California Community Colleges
- 5.1 Approval of Purchase Order Schedule PO 07/08-07
- 5.2 Approval of Travel Authorization Schedule T 07/08-8
- 5.3 Approval of Quarterly Financial Status Report: Quarter Ended December 31, 2007
- 5.4 Approval of Contract for Network Services and Support – Educational Telecommunications and Technology
- 5.5 Approval of Independent Contract Agreement Between Santa Clarita Community College District and Mr. Jesse Munoz, Freelance Writer and Photographer
- 6.1 Approval of Notices of Completion for Canyon Country Campus Construction Project
- 6.2 Approval of Notices of Completion for the Classroom/High Tech Center Construction Project (Hasley Hall)
- 6.3 Approval of Notices of Completion for the Chemistry Lab (L-304) Remodel Project
- 6.4 Approval of Contract for Geotechnical Services for the Mentry Hall Expansion Construction Project
- 7.1 Approval of Personnel Schedule PERS 2007/2008-12

Motion: MacGregor Second: Wilk Record of Board Vote: 5-0
ASG President: Aye

The Board moved Approval of Payments for Supplemental Services for Full-Time and Adjunct Faculty, Information on Full-Time Faculty Reassigned Time, Overload and Extra Session Payments to Date Session Payments to Date, with the correction to the item distributed at the meeting.

Motion: Jenkins Second: Fortine Record of Board Vote: 5-0
ASG President: Aye

Approval of Payments for Supplemental Services for Full-Time & Adjunct Faculty, Information on Full-Time Faculty Reassigned Time, Overload & Extra Session Payments (3.4)

The Board moved Approval of Agreement Between the Santa Clarita Community College District and Cerritos College CACT.

Motion: MacGregor Second: Wilk Record of Board Vote: 5-0
ASG President: Aye

Approval of Agreement Between the SCCC and Cerritos College CACT (3.5)

The Board moved Approval of Nonresident Tuition for FY 2008-2009.

Motion: Fortine Second: MacGregor Record of Board Vote: 5-0
ASG President: Aye

Approval of Nonresident Tuition for FY 2008-2009 (4.1)

The Board moved Approval of Agreement Between Santa Clarita Community College District and MTVU.

Motion: MacGregor Second: Fortine Record of Board Vote: 5-0
ASG President: Aye

Approval of Agreement Between Santa Clarita Community College District and MTVU (4.2)

The Board moved Approval/Ratification of Budget Transfers.

Motion: Jenkins Second: Fortine Record of Board Vote: 5-0
ASG President: Aye

Approval/Ratification of Budget Transfers (5.6)

The Financial Report – Month Ending December 31, 2007 was presented to the Board of Trustees for their information.

Financial Report – Month Ending December 31, 2007 (5.7)

Dr. Van Hook and Ms. Coleal presented the Fiscal Year 2006-2007 and Fiscal Year 2007-2008 (Mid-Year) California Community Colleges Sound Fiscal Management Self-Assessment Checklist for the Santa Clarita Community College District to the Board as information and highlighted:

- ✓ While not required, we do this annually,
- ✓ Our responses are detailed with backup,
- ✓ We are fiscally sound,
- ✓ The fiscal stability provides a foundation for us to secure public approval, generate funded growth, and secure support of our Foundation Board.

Presentation of FY 2006-2007 and FY 2007-2008 (Mid-Year) California Community Colleges Sound Fiscal Management Self-Assessment Checklist for the SCCC (5.8)

The Board noted this document was very helpful and well put together.

The Board moved Approval of Change Orders for Canyon Country Campus Construction Project.

Motion: MacGregor Second: Fortine Record of Board Vote: 5-0
ASG President: Aye

Approval of Change Orders for Canyon Country Campus Construction Project (6.5)

The Board moved Approval of Change Order for Central Plant Construction Project.

Motion: MacGregor Second: Wilk Record of Board Vote: 5-0
ASG President: Aye

**Approval of Change
Order for Central Plant
Construction Project
(6.6)**

The Board moved Approval of Change Orders for the PE Addition and Tennis Courts Construction Project.

Motion: MacGregor Second: Wilk Record of Board Vote: 5-0
ASG President: Aye

**Approval of Change
Orders for the PE
Addition and Tennis
Courts Construction
Project
(6.7)**

The Board moved Approval of Change Orders for the Classroom/High Tech Center Construction Project (Hasley Hall).

Motion: Jenkins Second: MacGregor Record of Board Vote: 5-0
ASG President: Aye

**Approval of Change
Orders for the
Classroom/High Tech
Center Construction
Project (Hasley Hall)
(6.8)**

The Board moved Approval of Escrow Account for Landscape Contractor for the PE Addition and Tennis Courts Construction Project.

Motion: Wilk Second: MacGregor Record of Board Vote: 5-0
ASG President: Aye

**Approval of Escrow
Account for Landscape
Contractor for the PE
Addition and Tennis
Courts Construction
Project
(6.9)**

The Board moved Approval of Escrow Account for Plumbing Contractor for University Center Construction Project.

Motion: MacGregor Second: Jenkins Record of Board Vote: 5-0
ASG President: Aye

**Approval of Escrow
Account for Plumbing
Contractor for
University Center
Construction Project
(6.10)**

The Board moved Approval of Contract for Executive Architect for the Library Addition Construction Project. Ms. MacGregor requested that in the future, the drawings or plans be brought to the Board so they can visualize the construction project.

Motion: Fortine Second: Jenkins Record of Board Vote: 5-0
ASG President: Aye

**Approval of Contract
for Executive Architect
for the Library Addition
Construction Project
(6.11)**

The Board moved Approval of Contract for Executive Architect for the Administration Building Addition/Remodel Construction Project.

Motion: MacGregor Second: Jenkins Record of Board Vote: 5-0
ASG President: Aye

**Approval of Contract
for Executive Architect
for the Administration
Building Addition/
Remodel Construction
Project
(6.12)**

The Board moved Approval of Contract for Architectural Services for the Bonelli Hall First Floor Remodel Project.

Motion: MacGregor Second: Jenkins Record of Board Vote: 5-0
ASG President: Aye

**Approval of Contract
for Architectural
Services for the Bonelli
Hall First Floor
Remodel Project
(6.13)**

Dr. Gribbons noted that:

- ✓ He and Ms. Coleal will head to Sacramento again later this month to continue to present COC's proposal language for future funding formulas.

**Supt-President's
Report
(11.3) con't**

Dr. Capet noted that:

- ✓ The spring semester has started off wonderfully, with large class numbers.

Ms. Coleal announced that she attended:

- ✓ Dr. Van Hook's leadership training seminar during FLEX week.
- ✓ The Manhattan Transfer concert last weekend in the PAC.

Dr. Van Hook noted that:

- ✓ She was in Sacramento for the EDPAC meeting last week. She attended a presentation by Ms. Nathalie Gosset (who heads up the Al Mann Institution as USC), on Biotechnology of the Future. Tomorrow, she, along with Dr. Getzan, Dr. Gribbons and Dr. Maloney, will be meeting with Ms. Gosset at USC for lunch to strategize on biotech efforts and the emerging technology program at COC.
- ✓ She has been involved with the AT&T Golf Classic that is coming up.
- ✓ She received a copy of Robert Walker's art book entitled "Appropriate Technologies" which she shared with the Board. It was a result of his show.
- ✓ She had a good meeting with Mr. Jay Thomas, the new CEO of Magic Mountain. He would like to develop a school to summer employment, to college curriculum, to career objective, to Bachelor's degree concept through the University Center for his employees.
- ✓ She attended the reception for new staff members Mr. Adam Philipson and Ms. Elana Edelstein.
- ✓ We are excited about our educational program entitled "LEAP." We have 40 people who have applied to be participants.

Ms. Meriwether reported that:

- ✓ ASG has many activities planned for both campuses, including black history month and a book wake (the collection of old books which are recycled to less fortunate areas and students.)
- ✓ The ASG is looking forward to the joint meeting with the Board on February 27th.

**Reports by ASG
President, Staff
Members, and Board
Members
(11.4)**

Ms. Jenkins noted that:

- ✓ The Board was pleased to have a part-time instructor at the FLEX Q&A workshops. It was great to have her there, as well as hear from the others who were present.

Mr. Fortine noted that:

- ✓ He attended the Sheriff's Anti-Gang Task Force Strategic Planning meeting.
- ✓ He attended the Chamber Installation dinner.
- ✓ The Hart board representatives met with Dr. Wilding, Ms. Fiero and Ms. Bozman who provided them with very helpful information regarding bond elections.
- ✓ He participated in the reception for Mr. Philipson and Ms. Edelstein.
- ✓ The Focus the Nation conference was wonderful and he appreciated Ms. Jia-Yi Cheng-Levine's hard work to help make it a success. He complimented Dr. Van Hook on an excellent keynote presentation.
- ✓ He attended the SCV Trustee's Association meeting.

Mr. Wilk had departed the meeting.

Ms. MacGregor noted that:

- ✓ She attended the Board's FLEX workshop. She shared the questions raised at the workshop and noted she would appreciate information on these topics.
- ✓ She is looking forward to Ms. Carr's presentation, and thought the FLEX booklet was great.
- ✓ She appreciated the efforts of Dr. Gribbons and Dr. Wilding for bringing the Food Pantry to the campus.
- ✓ The SCV Trustees Association meeting had a presentation on ethics and conflict of interest.

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Mr. Tichenor reported that:

- ✓ He attended the FLEX workshop.
- ✓ He will be traveling to Washington DC next week for the conference.

None.

The following requests were noted:

- ✓ Ms. MacGregor requested that in the future, when available, schematics for construction projects be included as back-up to related items.
- ✓ Dr. Van Hook added that a future presentation on basic skills would be helpful to understand this complex topic.

President Tichenor announced the next meeting will be a joint meeting with the Associated Student Government and will be held on Wednesday, February 27, 2008. The Open Session will begin at 2:30pm in the Staff Dining Room, and Closed Session will follow, if needed.

There being no further business, the meeting was adjourned at 8:57 p.m.

Mr. Scott Thomas Wilk, Clerk
Board of Trustees
Santa Clarita Community College District

Dr. Dianne Van Hook
Superintendent-President
College of the Canyons

Entered in the proceedings of the District _____

**Reports by ASG
President, Staff
Members, and Board
Members
(11.4) con't**

**Comments by the
Audience for Items Not
on the Agenda
(11.5)**

**Requests/Recap of
Requests Made During
the Meeting By Board
Members to Have an
Item on a Future
Agenda
(11.6)**

**Announcement of Next
Meeting (02/27/08) and
Adjournment
(12)**