

SANTA CLARITA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

BUSINESS MEETING
WEDNESDAY, FEBRUARY 24, 2010
MINUTES

The Business Meeting of the Board of Trustees of the Santa Clarita Community College District was called to order on Wednesday, February 24, 2010, by President Scott Wilk in the Board Meeting Room (HSLH-137), College of the Canyons, 26455 Rockwell Canyon Road, Valencia, California.

Members Present: Mr. Michael D. Berger
 Mr. Bruce D. Fortine
 Mrs. Michele R. Jenkins
 Mrs. Joan W. MacGregor
 Mr. Scott Thomas Wilk
 Mr. Nicolas Cardenas, Student Trustee

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 (departed 6:41pm)
 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 Chancellor and the Board of Trustees

Special Presenters and Others Present: Dr. Miriam Golbert, Phi Theta Kappa Honors Society Advisor and PTK All-California Team Nominees, Ms. Kelsey Kim and Mr. Eric Ibrahim
 Dr. Patty Robinson, Dean, Social Science and Business
 Mr. Jim Schrage, VP, Facilities and Planning, Operations and Construction
 Dr. Dena Maloney, Vice President, Canyon Country Campus and Economic Development
 Ms. Sue Bozman, VP, District Communications, Marketing & External Relations
 Mr. Chris Blakey, President, COCFA

President Wilk declared a quorum and called the meeting to order at 5:34 pm.

**Quorum Established
(1.1)**

The Board moved to Closed Session in the Conference Room (HSLH-136), where they discussed the following:

**Closed Session
(1.2)**

1.2a Public Employee Discipline/Dismissal/Release
(pursuant to Government Code §54957)

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

The Board returned to Open Session at 6:13 pm, and Mr. Wilk announced no action had been taken in Closed Session.

Mr. Wilk asked Ms. Fiero to lead the flag salute. Mr. Wilk asked everyone in the audience to introduce themselves.

**Flag Salute
(1.3)**

**Board of Trustees Minutes – Business Meeting
February 24, 2010**

2009/10-75

The Board moved approval of the agenda with the additional information presented for Item 7.1.

**Approval of Agenda
(1.4)**

Motion: MacGregor Second: Berger Record of Board Vote: 5-0
Student Trustee: Aye

Mr. Wilk welcomed all present to the meeting and invited anyone wishing to address the Board to so indicate and they would be recognized.

**Welcome Guests
(1.5)**

The Board moved approval of the minutes of February 3, 2010.

**Approval of Minutes
(02/03/10)
(1.6)**

Motion: MacGregor Second: Fortine Record of Board Vote: 5-0
Student Trustee: Aye

Dr. Van Hook introduced Dr. Miriam Golbert, who:

**Recognition/Up Close
(1.7)**

- Announced that Dr. Van has been named as a recipient of the Shirley B. Gordon Award of Distinction by Phi Theta Kappa for her support of the COC chapter of PTK. She, along with other award winners, will be honored at the PTK convention, in Orlando on April 9th. Dr. Gilbert noted Dr. Van Hook initiated the first PTK chapter on our campus almost 21 years ago and started the California All-American awards competition in this state. And today, we have a large, growing chapter at COC.
- Announced that Dr. Robinson was also named for the PTK Administrator Award of Distinction, due to her work in bringing the PTK chapter into being a true honors program at COC.
- Introduced Ms. Kelsey Kim and Mr. Eric Ibrahim, COC's nominees for the 2010 PTK 2010 All-California Team. They will attend a luncheon with nominees from across the state in their honor in Sacramento on March 22.

The Board moved approval of the Consent Calendar (with the additional information provided for Item 7.1) as follows:

**Consent Calendar
(2)**

- 3.1 Approval of Agreement Between Santa Clarita Community College District and Niemi Brown LLC as External Evaluator for the US Department of Education Grant "Promoting Open Educational Resources"
- 5.1 Approval of Travel Authorizations Schedule T 09/10-13
- 5.2 Approval/Ratification of Interfund Transfers
- 6.1 Approval of Notices of Completion
- 6.2 Approval of Rider to Contract for Security Monitoring Services (Digital Security and Electronics)
- 6.3 Approval of Contract for the Applied Technology Education Center at the Canyon Country Campus (Calex Engineering Co.)
- 7.1 Approval of Personnel Schedule PERS 2009/2010-12
- 7.2 Approval of Educational Administrator Employment Contract for Interim Division Dean, Mathematics, Sciences, and Engineering Technologies

Motion: MacGregor Second: Jenkins Record of Board Vote: 5-0
Student Trustee: Aye

The Board moved Ratification of Membership to the ACME Network by Santa Clarita Community College District for Use by Animation/MEA Department.

**Ratification of Member-
ship to the ACME
Network by SCCCD for
Use by Animation/MEA
Department
(3.2)**

Motion: MacGregor Second: Cardenas Record of Board Vote: 5-0
Student Trustee: Aye

The Board moved Approval of the Academic Calendars for 2010-2011 and 2011-2012.

Motion: MacGregor Second: Fortine Record of Board Vote: 5-0
Student Trustee: Aye

**Approval of the
Academic Calendars
for 2010-2011 and 2011-
2012
(4.1)**

The Board moved Approval of Modifications of Accounting Procedures for Athletics Game Management and Travel Schedule for Spring Intercollegiate Competitions.

Motion: MacGregor Second: Berger Record of Board Vote: 5-0
Student Trustee: Aye

**Approval of Modifica-
tions of Accounting
Procedures for Athle-
tics Game Management
and Travel Schedule
for Spring Intercol-
legiate Competitions
(4.2)**

The Board moved to Ratify the Engagement Letter Between Santa Clarita Community College District and Global Trademarks, Inc. for Trademark Application Processes.

Motion: MacGregor Second: Fortine Record of Board Vote: 5-0
Student Trustee: Aye

**Ratification of
Engagement Letter
Between SCCCD and
Global Trademarks,
Inc. for Trademark
Application Processes
(5.3)**

The Board moved Approval of Purchase Agreement Between Santa Clarita Community College District and Coffee Kiosk for Food Service Modular Building and Built-In Equipment for the Canyon Country Campus.

Motion: Fortine Second: Jenkins Record of Board Vote: 5-0
Student Trustee: Aye

**Approval of Purchase
Agreement Between
SCCCD and Coffee
Kiosk for Food Service
Modular Building and
Built-In Equipment for
the CCC
(5.4)**

The Board moved Approval of Change Order for the Truck Training Prop at Del Valle Regional Training Center.

Motion: MacGregor Second: Berger Record of Board Vote: 5-0
Student Trustee: Aye

**Approval of Change
Order for the Truck
Training Prop at Del
Valle Regional Training
Center
(6.4)**

The Board moved Approval of Contract for Site Repairs for the Canyon Country Campus (Stormwater Maintenance Co.).

Motion: MacGregor Second: Cardenas Record of Board Vote: 5-0
Student Trustee: Aye

**Approval of Contract
for Site Repairs for the
Canyon Country
Campus (Stormwater
Maintenance Co.)
(6.5)**

The Board moved Approval of Contract for Modernization Project for Coffee Kiosk at the Canyon Country Campus (H&S Electric, Inc.).

Motion: MacGregor Second: Jenkins Record of Board Vote: 5-0
Student Trustee: Aye

**Approval of Contract
for Modernization
Project for Coffee
Kiosk at the Canyon
Country Campus (H&S
Electric, Inc.)
(6.6)**

**Board of Trustees Minutes – Business Meeting
February 24, 2010**

2009/10-77

The Board moved Approval of Board Policies and Procedures: BP 2760 and AP 2760 – Special Events/Activities, and AP 2735 – Board Member Travel, Second Reading.

Motion: Jenkins Second: Berger Record of Board Vote: 5-0
Student Trustee: Aye

Approval of Board Policies and Procedures: BP 2760 and AP 2760 – Special Events/Activities, and AP 2735 – Board Member Travel, Second Reading (9.1)

The Board moved Approval of Revisions to Board Policy 539 (BP 5901) – Course Repetition, First Reading.

Motion: Fortine Second: Cardenas Record of Board Vote: 5-0
Student Trustee: Aye

Approval of Revisions to Board Policy 539 (BP 5901) – Course Repetition, First Reading (9.2)

The Board moved Approval of Modification of Board Policy 540 (BP 5902) – Academic Renewal, First Reading.

Motion: MacGregor Second: Fortine Record of Board Vote: 5-0
Student Trustee: Aye

Approval of Modification of Board Policy 540 (BP 5902) – Academic Renewal, First Reading (9.3)

The Board moved Approval of Modification of Board Policy 542 (BP 5903) – Late Adds, First Reading.

Motion: Berger Second: MacGregor Record of Board Vote: 5-0
Student Trustee: Aye

Approval of Modification of Board Policy 542 (BP 5903) – Late Adds, First Reading (9.4)

The Board moved Approval of Modifications to Board Policy 543 (BP 5904) – Late Refunds, First Reading.

Motion: Jenkins Second: MacGregor Record of Board Vote: 5-0
Student Trustee: Aye

Approval of Modifications to Board Policy 543 (BP 5904) – Late Refunds, First Reading (9.5)

The Board moved Approval of Modification to Board Policy 537 (BP 5905) – Credit by Exam, First Reading.

Motion: MacGregor Second: Fortine Record of Board Vote: 5-0
Student Trustee: Aye

Approval of Modification to Board Policy 537 (BP 5905) – Credit by Exam, First Reading (9.6)

Mr. Wilk requested an amendment to the first line of this resolution at the meeting. The Board moved Approval of Resolution No. 2009/10-10: In Support of H.R. 4332, The Soledad Canyon High Desert, California Public Lands Conservation and Management Act of 2009, with the revision suggested by Mr. Wilk, along with the inclusion of Mr. Cardenas's signature.

Motion: Cardenas Second: MacGregor Record of Board Vote: 5-0
Student Trustee: Aye

Approval of Resolution No. 2009/10-10: In Support of HR 4332, The Soledad Canyon High Desert, California Public Lands Conservation and Management Act of 2009 (10.1)

**Board of Trustees Minutes – Business Meeting
February 24, 2010**

2009/10-78

Dr. Van Hook distributed some “talking points” in regards to each line of the resolution. The Board moved Approval of Resolution No. 2009/10-11: In the Matter of the State Budget Crisis and Local Education Impact.

**Approval of Resolution
No. 2009/10-11: In the
Matter of the State
Budget Crisis and
Local Education Impact
(10.2)**

Motion: Cardenas

Second: MacGregor

Record of Board Vote: 5-0
Student Trustee: Aye

Dr. Van Hook noted that:

- Distributed a new “What They’re Saying...” (written by Mr. Eric Harnish), and briefly highlighted the key issues included therein.
- The ACCT conference has been rescheduled to March, but with very little content.

**Update on Legislation
(10.3)**

Mr. Dermody:

- Thanked Mr. Berger for attending the last Academic Senate meeting.
- Noted it has been difficult and frustrating for faculty and well as students, as they have found themselves having to say “no” a little more often than we’d like.

**Academic Senate
Report
(11.1)**

There was no report made.

**Classified Senate
Report
(11.2)**

Mr. Blakey noted that COCFA:

- Had a Representative Council meeting earlier this month.
- Had a Political Action Committee meeting today to raise funds for the next election.

**Other Organization/
Committee Reports
(11.3)**

Mr. Fortine noted that:

- The Foundation’s new vice-chair, Ms. Doris-Marie Zimmer, held a new member orientation for Nick Lentini, Shawn Fonder, Joe Schulman, Skip Newhall, Steve Chegwin, and John Carlson.
- Fundraising is expected to be down nationwide (11.9%), but ours is up 3.8%, to \$612,000 to date.
- The Foundation established matching gifts initiatives for the “Dare to Dream” endowment scholarship for re-entry students, and if all goes well, it will match at \$200,000.
- Silver Spur on March 6 will honor Gary and Myrna Condie. There are 26 individual corporate sponsors, and it is being chaired by Jeff and Kiki Hacker.
- Industrial metal supply will be delivering a \$5,000 check for the Jack Compton welding scholarship.

**Board Liaison
Committee Member
Report
(11.4)**

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

**Chancellor’s Report
(11.5)**

Dr. Maloney noted that:

- The Canyon Country Campus was installed with Gigamen internet software, which significantly improved the internet speed at CCC.
- There will be a Drum Circle at CCC for the Early Childhood Education on April 24th.
- A Star Party is being planned for the end of May, and will be held in honor of Dr. Marvi. They plan to raise additional funds for his scholarship during the event.
- The Chancellor’s Business Council had a debrief meeting from the February 4th event.

Mr. Bozman had nothing additional to report.

Mr. Schrage announced that:

- The third floor remodel project for Mentry Hall and the Applied Technology building were released from DSA this week. We expect to go out to bid by end of March.
- The Del Valle project is coming along nicely. If the Board members would like to take a tour, he’d be happy to take them to this facility.

**Board of Trustees Minutes – Business Meeting
February 24, 2010**

2009/10-79

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

Ms. Fiero added that:

- The LEAP group had a great mixer hosted by Salt Creek Grill.
- She attended the Golden Apple Awards ceremony, and noted Ms. Tammy Marashlian (present in the audience) was honored by Sulpher Springs school District, and Adam Philipson was honored by Saugus District for his work with the K-12 Arts programs.
- The LEAP group met on February 19th and had a presentation on leadership. It was followed by the memorial service for Dr. Manvi, which was very touching and well done.
- The wine tasting event for the Castaic Education Foundation was well attended, and she thanked the Board members for their support.

Dr. Wilding had nothing additional to report, and Ms. Coleal had departed the meeting.

Dr. Gribbons announced that:

- The Gigamen connection translates to 1.2 billion bits per second, so the system we have installed at the CCC will help tremendously.

Dr. Capet announced that:

- We are finalizing the fall schedule of classes this week.

Dr. Van Hook noted that:

- The ABA approval was completed, and she congratulated Nicole Lucy and our paralegal program on this accomplishment.
- Dr. Gribbons, Dr. Maloney and their staffs have been busy with grant proposals (CACT renewal, Business and Entrepreneurship Center, Biotech Center, Industry Driven Regional Collaborative-Welding Automation, and Responsive Worker Training Fund).
- Ms. Fiero has been nominated by the Greater San Fernando Business Journal for outstanding Human Resources administrators. She will attend a luncheon on March 3rd.
- There are many events in being held at the Economic Development Center including workshops for entrepreneurs and efforts with the WorkSource Center.
- The women's volleyball team has been selected for the Scholar Athletic Team Award. They will be recognized March 31st at the COA luncheon.
- The Life After Life exhibit in the Art Gallery runs through March 12. A reading, hosted by the English department will be held on March 4th. She thanked Mr. Larry Hurst for his work in putting this together.
- Mr. Cardenas is helping out at the SBDC and has participated in a number of Economic Fairs. He is the key person for a grant earmarked for the victims of the Sayre Fire, and is working with Assemblyman Richard Alarcon's office to get the word out about this grant.
- Ms. Rita Garasi will be reading next week to children at the Canyon Country Campus children's center.
- She appreciated everyone working to pull together the memorial for Dr. Manvi.
- The Hart District will be honoring Academy of the Canyons (AOC) at their March 17 meeting. AOC was named in *US News and World Report* as being in the top 10% of high schools in the nation.
- One of the ideas generated at the Chancellor's Business Council (held on February 4th) was to share resources with non-profits. Mr. Wood has met with 3 non-profit representatives and will be putting together a group so non-profits can share resources under an umbrella chapter of the CBC.
- She distributed large maps of the campus with a listing of what departments are located where, now that so many departments have relocated.
- Deputy Laurie Baylis of the SCV Sheriff's station asked her if we could present a plaque to Mr. Fortine, commending him for his assistance in organizing the annual Toy Drive, held on our campus in December. Dr. Van Hook proudly presented this to Mr. Fortine.

**Board of Trustees Minutes – Business Meeting
February 24, 2010**

2009/10-80

Mr. Cardenas announced that:

- The Joint meeting with ASG is scheduled for March 24. However, he proposed the idea to hold it either Tuesday or Thursday of that week, when the ASG officers hold their meetings. There was a quorum of the Board members who indicated they could change the March 24 meeting to be held Thursday, March 25 at 2:30pm.

**Reports by Student
Trustee, Staff
Members, and Board
Members
(11.6)**

Mrs. MacGregor added that:

- She attended Dr. Manvi's service and was pleased to represent the Board.
- She participated in "Principal for a Day" at Sulphur Springs District, and enjoyed the time with the superintendent, Dr. Nolet.
- She attended the SCV Trustees Association meeting, where trustees shared and heard of the cuts everyone is facing across the valley.
- She attended the women's conference hosted by Congressman McKeon on Saturday, February 13th. She was also present at Dr. Van Hook's presentation.

Ms. Jenkins noted that:

- She also attended McKeon's women's' conference. It was well attended, and the topics were interesting.

Mr. Fortine noted that:

- The CBC Symposium on February 4th was very well attended.
- The wine tasting for the Castaic Education Foundation was very nice.
- He met with the consulting group helping to select the new superintendent for the Hart District to provide input to them.
- He participated in Principal for a Day with Dr. Jim Gibson, Superintendent of Castaic Union School District.
- Earlier today, he participated as a community volunteer in putting on the Enterprise Zone breakfast for the city.
- The head of the WorkSource department with the city noted the move to the University Center has had a positive effect on their efforts.
- He reminded everyone of the presentation by Edison on March 10th in the PAC at 7pm. They will talk about the importance of forest fires and the effects on our ecosystem. They will also do presentations at 4 high schools that day as well.

Mr. Berger noted that:

- He would enjoy the opportunity to tour the Del Valle facility.
- The mentoring system, with Ms. Jenkins as his mentor, has been great.
- He attended the Academic Senate meeting, which was a great meeting.
- He attended the SCV Trustees Association meeting and found it very informative.
- Earlier today, he was provided with an opportunity to meet with the administrative staff as part of his orientation, and he appreciated everyone taking the time to talk with him.

Mr. Wilk had nothing additional to report.

There were no additional comments.

**Comments by Members
of the Audience on Any
Item Not on the Agenda
(11.7)**

Ms. MacGregor:

- Inquired as to whether placement testing information for English and Math could be sent to K-6 superintendents, (confidentially). Dr. Gibbons noted he would work with Dr. Wilding to see if we can meet this request.
- Noted she received a letter from Mr. Pete Virgadamo, acting AFT president, indicated they are doubling the scholarship dollars being awarded to COC students and the possibility of endowing a chair through the Foundation. We've always looked at scholarships for students, but they were wondering if there could be an endowment for a chair.

Requests/Recap of Requests Made During the Meeting By Board Members to Have an Item on a Future Agenda (11.8)


Mr. Wilk announced the next meeting will be a Business Meeting, and will be held on Wednesday, March 10, 2010. The meeting is scheduled to begin at 4:30 pm with Closed Session, followed by Open Session at 6:00 pm in the Board Room (HSLH-137).

Announcement of Next Meeting (03/10/10) and Adjournment (12)

There being no further business, the meeting was adjourned at 8:05 pm.



Mr. Michael D. Berger, Clerk
Board of Trustees
Santa Clarita Community College District



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

Entered in the proceedings of the District March 10, 2010