**Wednesday, March 28, 2012**  
**Joint Meeting with the Associated Student Government**

**SANTA CLARITA COMMUNITY COLLEGE DISTRICT**  
**BOARD OF TRUSTEES**  
Joint Meeting with the Associated Student Government  
2:30 pm  
**BOARD MEETING ROOM – HASLEY HALL (HSLH-137)**  
College of the Canyons  
26455 Rockwell Canyon Road ~ Santa Clarita, California 91355

### 1. PRELIMINARY FUNCTIONS

<table>
<thead>
<tr>
<th>Subject</th>
<th>1.1 Call to Order/Establishment of a Quorum</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Mar 28, 2012 - Joint Meeting with the Associated Student Government</td>
</tr>
<tr>
<td>Type</td>
<td>Procedural</td>
</tr>
</tbody>
</table>
## 1. PRELIMINARY FUNCTIONS

<table>
<thead>
<tr>
<th>Subject</th>
<th>1.2 Flag Salute</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
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</tr>
<tr>
<td>Type</td>
<td>Procedural</td>
</tr>
</tbody>
</table>
## 2. OPEN SESSION ORGANIZATIONAL ITEMS

<table>
<thead>
<tr>
<th>Subject</th>
<th>2.1 Approval of Agenda</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Mar 28, 2012 - Joint Meeting with the Associated Student Government</td>
</tr>
<tr>
<td>Type</td>
<td>ACTION</td>
</tr>
<tr>
<td>Recommended Action</td>
<td>Motion made to approve the Agenda, with the additional information presented for the Personnel Schedule.</td>
</tr>
</tbody>
</table>

#### Motion & Voting

Motion made to approve the Agenda, with the additional information presented for the Personnel Schedule.

Motion by Michele Jenkins, second by Bruce Fortine.

Final Resolution: Motion Carries

Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Scott Wilk

Not Present at Vote: Student Trustee-Nick Onyshko
## 2. OPEN SESSION ORGANIZATIONAL ITEMS

<table>
<thead>
<tr>
<th>Subject</th>
<th>2.2 Welcome to Guests/Recognition of Staff Representative(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Mar 28, 2012 - Joint Meeting with the Associated Student Government</td>
</tr>
<tr>
<td>Type</td>
<td>Procedural</td>
</tr>
</tbody>
</table>

At their request, members of the public may comment on items listed on the agenda at the time the item is discussed and prior to Board action on the item. A five (5) minute time limit will be allotted to each speaker, with a maximum of twenty (20) minutes to each subject, unless extended by the Board President.
## 2. OPEN SESSION ORGANIZATIONAL ITEMS

<table>
<thead>
<tr>
<th>Subject</th>
<th>2.3 Recognition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Mar 28, 2012 - Joint Meeting with the Associated Student Government</td>
</tr>
<tr>
<td>Type</td>
<td>Information</td>
</tr>
</tbody>
</table>
The officers of the Associated Student Government Executive Board will present their progress on their annual goals, and share the activities planned for both campuses being held during the spring semester. They will also provide details on their Advocacy efforts on campus and at the state level.
Tuition at California Community Colleges is established by the state legislature. Currently, resident students pay $36.00 per unit. Beginning with the Summer sessions, that fee will be increased to $46.00 per unit. District policy states that fees are due at the time of registration. Failure to pay will result in the student being administratively dropped from their classes (freeing up that seat for a student who has paid the required fees). Historically, the District has processed drops for non-payment every seven days during the registration cycle. Beginning in the Fall of 2012, we will be dropping for nonpayment each night. This item will discuss the reasons for this change and the progress we have made since Fall 2011 towards implementing this new procedure.
### 3. ASG/BOARD OF TRUSTEES JOINT MEETING ITEMS

<table>
<thead>
<tr>
<th>Subject</th>
<th>3.3 Update on Plans for Student Email Deployment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Mar 28, 2012 - Joint Meeting with the Associated Student Government</td>
</tr>
<tr>
<td>Type</td>
<td>Information</td>
</tr>
<tr>
<td>Goals</td>
<td>Technological Advancement</td>
</tr>
</tbody>
</table>

The Information Technology department is in the process of providing student email to all currently enrolled College of the Canyons Students. Mr. Jim Temple, Associate Vice President of Information Technology and Mr. Hsiawen Hull, Assistant Director of Technology Services will provide an overview of the system and a status on the deployment.
<table>
<thead>
<tr>
<th>Subject</th>
<th>3.4 Update on Summer Course Offerings</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Mar 28, 2012 - Joint Meeting with the Associated Student Government</td>
</tr>
<tr>
<td>Type</td>
<td>Information</td>
</tr>
<tr>
<td>Goals</td>
<td>Teaching and Learning</td>
</tr>
</tbody>
</table>

The Instruction and Academic Affairs Office is in the process of preparing the Summer 2012 Schedule of Classes. At the meeting, Mr. Joe Gerda, Assistant Superintendent/Vice President of Instruction, will provide information on the summer session calendar and the number of course sections being offered.
In order to comply with The American with Disabilities act of 1990, and the Code of Federal Regulations, this agenda item proposes the establishment of Policy 3440, Service Animals and Animals on Campus. This policy is legally required and meets the recommendations of the CCLC both in content and format.

The proposed policy has been approved and endorsed by the College Policy Council.

The Administrative Procedures associated with this policy are newly proposed. They are attached for review.

**Fiscal Implications:**
None

**Motion & Voting**
Move approval of first reading of BP 3440 - Service Animals and Animals on Campus.

Motion by Michele Jenkins, second by Scott Wilk.
Final Resolution: Motion Carries
Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Scott Wilk, Student Trustee-Nick Onyshko
### 3. ASG/BOARD OF TRUSTEES JOINT MEETING ITEMS

<table>
<thead>
<tr>
<th>Subject</th>
<th>3.6 Approval of New BP 4400 - Program Discontinuance, First Reading</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Mar 28, 2012 - Joint Meeting with the Associated Student Government</td>
</tr>
<tr>
<td>Type</td>
<td>ACTION</td>
</tr>
<tr>
<td>Recommended Action</td>
<td>Move approval of first reading of BP 4400 - Program Discontinuance.</td>
</tr>
</tbody>
</table>

The Academic Senate developed this new policy in accordance with the provisions of the Education Code, Title 5, as well as the ASCCC and AACJC. The policy defines the program discontinuance process.

This policy was approved by the Academic Senate and the College Policy Council.

The Administrative Procedures associated with this policy are newly proposed and are attached for review.

**Fiscal Implications:**
None

<table>
<thead>
<tr>
<th>File Attachments</th>
</tr>
</thead>
<tbody>
<tr>
<td>BP 4400 - Program Discontinuance.docx (26 KB)</td>
</tr>
</tbody>
</table>

**Motion & Voting**

Move approval of first reading of BP 4400 - Program Discontinuance.

Motion by Scott Wilk, second by Bruce Fortine.

Final Resolution: Motion Carries

Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Scott Wilk, Student Trustee-Nick Onyshko
3. ASG/BOARD OF TRUSTEES JOINT MEETING ITEMS

<table>
<thead>
<tr>
<th>Subject</th>
<th>3.7 Approval of New BP 5907 - Add Deadlines for Courses, First Reading</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Mar 28, 2012 - Joint Meeting with the Associated Student Government</td>
</tr>
<tr>
<td>Type</td>
<td>ACTION</td>
</tr>
<tr>
<td>Recommended Action</td>
<td>Move approval of first reading of BP 5907 - Add Deadlines for Courses, First Reading.</td>
</tr>
</tbody>
</table>

This policy was developed in accordance with the provisions of Title 5, and meets the legal and format requirements of the CCLC.

The policy provides for the determination of an add deadline for classes as well as a provision for exceptions to the policy and a reference to adding courses after the published deadline per BP 5903.

This policy was approved by the Academic Senate and the College Policy Council.

**Fiscal Implications:**

None

**File Attachments**

- BP 5907 - Add Deadline for Courses.doc (26 KB)

**Motion & Voting**

Move approval of first reading of BP 5907 - Add Deadlines for Courses, First Reading.

Motion by Student Trustee-Nick Onyshko, second by Scott Wilk.
Final Resolution: Motion Carries
Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Scott Wilk, Student Trustee-Nick Onyshko
3. ASG/BOARD OF TRUSTEES JOINT MEETING ITEMS

Subject: 3.8 Approval of New BP 5912 - Instructional Aide Grading, First Reading

Meeting: Mar 28, 2012 - Joint Meeting with the Associated Student Government

Type: ACTION

Recommended Action: Move approval of first reading of BP 5912 - Instructional Aide Grading, First Reading.

The COC Academic Senate developed this new policy in accordance with the provisions of the Education Code and Title 5.

The provisions of the policy comply with College grading standards relating to the use of non-faculty instructional assistants. The policy was approved by the Academic Senate, ASG, and the College Policy Council.

The Administrative Procedures associated with this policy are newly proposed and are attached for review.

Fiscal Implications:
None

File Attachments
- BP 5912 - Instructional Aide Grading Policy.doc (34 KB)
- AP 5912 Instructional Aide Grading.doc (24 KB)

Motion & Voting

Move approval of first reading of BP 5912 - Instructional Aide Grading, First Reading.

Motion by Scott Wilk, second by Bruce Fortine.

Final Resolution: Motion Carries

Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Scott Wilk, Student Trustee-Nick Onyshko
### 3. ASG/BOARD OF TRUSTEES JOINT MEETING ITEMS

<table>
<thead>
<tr>
<th>Subject</th>
<th>3.9 Approval of Modification of Board Policy 506 (BP 5030) - Fees, First Reading</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Mar 28, 2012 - Joint Meeting with the Associated Student Government</td>
</tr>
<tr>
<td>Type</td>
<td>ACTION</td>
</tr>
<tr>
<td>Recommended Action</td>
<td>Move approval of first reading of Modification of Board Policy 506 (BP 5030) - Fees.</td>
</tr>
</tbody>
</table>

This modification to Board Policy 506 (BP 5030) - Fees provides for the following:

- Renumber old Board Policy 506 to new Board Policy 5030 to conform to the CCLC numbering format.
- Board Policy 506 only included language on enrollment fees. Board Policy 5030 broadens language to include all student fees.

This modification was reviewed and approved by the College Policy Council.

#### Fiscal Implications:
None

<table>
<thead>
<tr>
<th>File Attachments</th>
</tr>
</thead>
<tbody>
<tr>
<td>![BP 5030 - Fees.doc (33 KB)](BP 5030 - Fees.doc)</td>
</tr>
</tbody>
</table>

#### Motion & Voting

Move approval of first reading of Modification of Board Policy 506 (BP 5030) - Fees.

Motion by Michele Jenkins, second by Scott Wilk.
Final Resolution: Motion Carries
Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Scott Wilk, Student Trustee-Nick Onyshko
3. ASG/BOARD OF TRUSTEES JOINT MEETING ITEMS

Subject 3.10 Approval of Modification to Board Policy 5900 - Grading, First Reading

Meeting  Mar 28, 2012 - Joint Meeting with the Associated Student Government

Type  ACTION

Recommended Action  Move approval of modification to Board Policy 5900 - Grading, First Reading.

This agenda item proposes modification to Policy 5900. Grading. Proposed modifications include:

- Clarifies the timeline under which the Academic Standards Committee shall consider petitions
- Complies with current law as to requirements on the maximum number of Withdrawals permitted for the purpose of course repetition
- Complies with current law as to requirements for the removal of "W" grades
- Allows for Withdrawals through 75% of the term, in compliance with current law
- Additional technical changes

The proposed changes have been approved and endorsed by the Academic Senate, the ASG, and the College Policy Council.

Fiscal Implications:
None

File Attachments

| BP 5900 - Grading.docx (27 KB) |

Motion & Voting

Move approval of modification to Board Policy 5900 - Grading, First Reading.

Motion by Bruce Fortine, second by Scott Wilk.
Final Resolution: Motion Carries
Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Scott Wilk, Student Trustee-Nick Onyshko
### 3. ASG/BOARD OF TRUSTEES JOINT MEETING ITEMS

<table>
<thead>
<tr>
<th>Subject</th>
<th>3.11 Approval of Modification to Board Policy 5902 - Academic Renewal, First Reading</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Mar 28, 2012 - Joint Meeting with the Associated Student Government</td>
</tr>
<tr>
<td>Type</td>
<td>ACTION</td>
</tr>
<tr>
<td>Recommended Action</td>
<td>Move approval of first reading of Board Policy 5902 - Academic Renewal, First Reading.</td>
</tr>
</tbody>
</table>

This agenda item proposes modification to Policy 5902, Academic Renewal. The proposed modifications include:

- A restriction on academic renewal for semesters that contain units that were applied to graduation
- Only the grades "D", "F", and "FW" can be disregarded
- Applicable courses containing passing grades will be used in the calculation of the student's GPA
- Applicable courses containing non-passing grades will not be used in the calculation of the student's GPA

The proposed changes were initiated by the Academic Senate, and were approved and endorsed by the ASG and the College Policy Council.

**Fiscal Implications:**
None

**File Attachments**
- [BP 5902 - Academic Renewal.doc](BP_5902_-_Academic_Renewal.doc) (29 KB)

**Motion & Voting**

Move approval of first reading of Board Policy 5902 - Academic Renewal, First Reading.

Motion by Student Trustee-Nick Onyshko, second by Scott Wilk.
Final Resolution: Motion Carries
Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Scott Wilk, Student Trustee-Nick Onyshko
4. BUSINESS MEETING ITEMS - CONSENT CALENDAR

Subject 4.1 IS - Approval of New and Modified Courses and Programs

Meeting Mar 28, 2012 - Joint Meeting with the Associated Student Government

Type ACTION/CONSENT

Recommended Action Motion to approve the new and modified courses and programs as presented.

Goals Teaching and Learning

The following list represents 4 new courses, 4 course modifications, 3 new programs, and 3 modified programs that were approved by the Curriculum Committee of the Academic Senate, and subsequently by the Academic Senate for the March 1st 2012 Curriculum Committee meeting. Members of the Curriculum Committee reviewed a total of 19 course proposals, prior to the Curriculum Committee meeting listed above, in a technical review session in order to streamline the approval process. Curriculum is constantly evaluated to ensure course content and delivery methods meet the needs of the community at large.

This agenda item represents a major effort on the part of the faculty to implement the Program Reviews for their departments and initiate changes to ensure courses and programs remain current in each field of study. As each piece of curriculum is processed, the Student Learning Outcomes (SLO's) are also updated. In addition the Curriculum Committee approved 3 courses to be deleted from our inventory because they are no longer relevant in their Career Technical Education (CTE) area, or are not needed for lower division transfer if in a non-CTE area.

File Attachments
- Curriculum Board Item Attachment 2012.03.28.pdf (17 KB)

Motion & Voting

Move Approval of ACTION/CONSENT items.

Motion by Scott Wilk, second by Student Trustee-Nick Onyshko.

Final Resolution: Motion Carries

Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Scott Wilk, Student Trustee-Nick Onyshko
### 4. BUSINESS MEETING ITEMS - CONSENT CALENDAR

**Subject**  
4.2 BS - Approval of Travel Authorizations Schedule T 11/12-15

**Meeting**  
Mar 28, 2012 - Joint Meeting with the Associated Student Government

**Type**  
ACTION/CONSENT

**Recommended Action**  
Move Approval of Travel Authorizations Schedule T 11/12-15.

The Travel Authorizations Schedule is presented for approval. Activities include attendance at conferences or conventions, as indicated, and other professional business activities related to District matters. Proposed expenditures are consistent with Board Policy.

A copy of the schedule is available from the Business Services Department, upon request.

- Travel funded by grant/categorical money equates to $9,058.91 or 20.67%
- Travel funded by resources held in special funds equates to $5,001.83 or 11.41%
- Travel funded by the District’s General Fund equates to $29,767.76 or 67.92%

**FISCAL IMPLICATIONS:**
Travel expenditure requests totaling $43,828.50 are included in the 2011-12 Current Budget.

**Motion & Voting**
Move Approval of ACTION/CONSENT items.

Motion by Scott Wilk, second by Student Trustee-Nick Onyshko.  
Final Resolution: Motion Carries  
Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Scott Wilk, Student Trustee-Nick Onyshko
4. BUSINESS MEETING ITEMS - CONSENT CALENDAR

<table>
<thead>
<tr>
<th>Subject</th>
<th>4.3 PP - Approval of Contract for Temporary Workers for Library Expansion Construction Project (SelectRemedy)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Mar 28, 2012 - Joint Meeting with the Associated Student Government</td>
</tr>
<tr>
<td>Type</td>
<td>ACTION/CONSENT</td>
</tr>
<tr>
<td>Recommended Action</td>
<td>Motion to approve contract for temporary workers for the Library Expansion Construction Project.</td>
</tr>
<tr>
<td>Goals</td>
<td>Physical Resources</td>
</tr>
</tbody>
</table>

The Library Expansion Construction Project is a State and GO Bond-funded project that consists of the construction of a 51,435 sq. ft. expansion to the existing Library Building to house the TLC function, instructional labs, a community resource room, offices and expanded access to our electronic library.

The District would like to enter a contract for temporary construction workers for this project with SelectRemedy (Santa Clarita, CA) in the amount of $9,500. Copies of the contract are attached online with this item or are available upon request.

**FISCAL IMPLICATIONS:**
This is a 60% State/40% GO Bond-funded project. Funds for this contract in the amount of $9,500 are included in the FY11/12 Adopted Budget for this project.

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**Motion & Voting**

Move Approval of ACTION/CONSENT items.

Motion by Scott Wilk, second by Student Trustee-Nick Onyshko.

Final Resolution: Motion Carries

Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Scott Wilk, Student Trustee-Nick Onyshko
The Library Expansion Construction Project is a State and GO Bond-funded project that consists of the construction of a 51,435 sq. ft. expansion to the existing Library Building to house the TLC function, instructional labs, a community resource room, offices and expanded access to our electronic library.

The following bid packages were advertised on February 18 and 25, and a job walk was held on February 28. The bid opening was held on March 15, 2012 and the results were as follows:

**Bid Package – Landscaping and Irrigation**

<table>
<thead>
<tr>
<th>Name</th>
<th>Location</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Valley Crest Landscape</td>
<td>San Fernando, CA</td>
<td>$43,000</td>
</tr>
<tr>
<td>Martinez Landscape</td>
<td>Sylmar, CA</td>
<td>$72,634</td>
</tr>
</tbody>
</table>

**Bid Package - Signage**

<table>
<thead>
<tr>
<th>Name</th>
<th>Location</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sign Group/Karmen</td>
<td>Chatsworth, CA</td>
<td>$27,694.62</td>
</tr>
<tr>
<td>Vomar Products</td>
<td>Canoga Park, CA</td>
<td>$27,954.00</td>
</tr>
<tr>
<td>Inland Building</td>
<td>San Bernardino, CA</td>
<td>$29,300.00</td>
</tr>
</tbody>
</table>

After review which included a careful assessment of bid submittals and references, the bid packages noted and bolded above are recommended for award as deemed to be the lowest responsive bidder.

**FISCAL IMPLICATIONS:**
This is a 60% State/40% GO Bond-funded project. Funds for these contracts are included in the FY11/12 Adopted Budget for this project.

**Motion & Voting**
Move Approval of ACTION/CONSENT items.

Motion by Scott Wilk, second by Student Trustee-Nick Onyshko.
Final Resolution: Motion Carries
Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Scott Wilk, Student Trustee-Nick Onyshko
4. BUSINESS MEETING ITEMS - CONSENT CALENDAR

Subject: 4.5 PP - Approval of Change Order for Library Expansion Construction Project

Meeting: Mar 28, 2012 - Joint Meeting with the Associated Student Government

Type: ACTION/CONSENT

Recommended Action: Motion to approve change order for Library Expansion Construction Project.

Goals: Physical Resources

The Library Expansion Construction Project is a State and GO Bond-funded project that consists of the construction of a 51,435 sq. ft. expansion to the existing Library Building to house the TLC function, instruction labs, a community resource room, offices and expanded access to our electronic library.

The following contract revisions are being recommended at this time. Copies of the recap are attached online with this item or are available upon request:

- Contract Package #3021, Storm Drain, Sewer & Water Distribution, Con Cast Co., Change Order #05 encompasses one item and results in a contract addition of $2,099.
- Contract Package #3041, Site & Building Concrete, Santa Clarita Concrete, Change Order #04 encompasses one item and results in a contract addition of $7,368.
- Contract Package #3001, Selective Demolition, MD Concrete Cutting & Demolition, Change Order #02 encompasses one item and results in a contract deduction of ($300).
- Contract Package #3245, Acoustical Ceilings, Preferred Ceilings, Change Order #03 encompasses one item and results in a contract addition of $560.

FISCAL IMPLICATIONS:
This is a 60% State/40% GO Bond-funded project, funds for which can only be used towards Bond-listed projects. Funds for these change orders in the amount of $9,727 are included in the FY11/12 Adopted Budget.

File Attachments

- PP - Library Expansion Change Order Recap.doc (26 KB)

Motion & Voting

Move Approval of ACTION/CONSENT items.

Motion by Scott Wilk, second by Student Trustee-Nick Onyshko.
Final Resolution: Motion Carries
Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Scott Wilk, Student Trustee-Nick Onyshko
4. BUSINESS MEETING ITEMS - CONSENT CALENDAR

Subject: 4.6 HR – Personnel Schedule – Academic, Classified and Management Personnel

Meeting: Mar 28, 2012 - Joint Meeting with the Associated Student Government

Type: ACTION/CONSENT

Recommended Action: Move approval of HR – Personnel Schedule – Academic, Classified and Management Personnel.

From time to time, additional names may be submitted to the board for guest lecturers, part-time faculty, supplementary services payments, temporary hourly workers, and volunteers. The Board has authorized the District to submit these additional names at the time of the meeting. If additional names are submitted, they will appear here on the day of the Board meeting as an attachment titled "Additional Information."

A. ACADEMIC PERSONNEL

Full-Time Faculty

No business.

Employment, Temporary Hourly as Needed

No business.

Other

Guest Lecturers:

<table>
<thead>
<tr>
<th>Guest Lecturer Name</th>
<th>Class</th>
<th>For Instructor</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sweeney, Bill</td>
<td>Welding 101 &amp; 120</td>
<td>Marty Coronel</td>
<td>3/28/12</td>
</tr>
</tbody>
</table>

Approval for Payment of Supplementary Services in Addition to Regular Services for Part-time Faculty:

Grant or Categorical funded payments:

<table>
<thead>
<tr>
<th>Name</th>
<th>Date(s)</th>
<th>Service(s) Performed</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alvord, Michael</td>
<td>Various</td>
<td>Created online OER curriculum for Advanced Waterworks Mathematics textbook</td>
<td>$992.38</td>
</tr>
</tbody>
</table>

B. CLASSIFIED PERSONNEL

Temporary Part-time Hourly Workers

See attachment below for Temporary Part-time Hourly Workers - Adult Hourly.

Volunteers

There is no Volunteers business at this time.
Other

Fred Escalante, Custodian II, temporary out of class assignment due to the absence of the Custodial Coordinator (Day Shift). From Classified Represented Salary Schedule B, Range 15, Step 8 ($4,192.00/month) to Range 29, Step 4 ($4,525.00/month), effective March 5, 2012.

C. MANAGEMENT PERSONNEL

End of Service

Dr. Dena Maloney, Assistant Superintendent/Vice President, Canyon Country Campus and Economic Development, resignation effective April 30, 2012. (Position #670000-AM01)

Other

Keri Aaver, Interim Director, WorkSource Center, will receive a cell phone allowance of $96.00 per month for medium usage of voice and data plan and equipment reimbursement effective March 1, 2012.

James Glapa-Grossklag, Dean, Education Technology, Learning Resources and Distance Education, supplemental services payment for additional services rendered as the Associate Program Advanced Teaching Workshop Facilitator on February 25, 2012, in the amount of $550.00.

Denee Pescarmona, Interim, Division Dean, Humanities, supplemental services payment for additional services rendered as the Associate Program Advanced Teaching Workshop Facilitator on February 25, 2012, in the amount of $225.00.

File Attachments

- Temporary Part-time Hourly Workers - Adult Hourly.pdf (183 KB)
- HR - Additional Information 03-28-12.pdf (112 KB)

Motion & Voting

Move Approval of ACTION/CONSENT items.

Motion by Scott Wilk, second by Student Trustee-Nick Onyshko.

Final Resolution: Motion Carries

Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Scott Wilk, Student Trustee-Nick Onyshko
4. BUSINESS MEETING ITEMS - CONSENT CALENDAR

Subject 4.7 ID - Approval of University Center Educational Program Agreement between the Santa Clarita Community College District and California State University, Los Angeles

Meeting Mar 28, 2012 - Joint Meeting with the Associated Student Government

Type ACTION/CONSENT

Recommended Approval of University Center Educational Program Agreement between the Santa Clarita Community College District and California State University, Los Angeles.

The Dr. Dianne G. Van Hook University Center at College of the Canyons provides students the opportunity to pursue bachelor's, master's and credential programs at the Valencia Campus. By bringing four-year university programs to the College of the Canyons campus, the University Center removes barriers such as childcare, traffic, and work schedules. Currently, the University Center offers 39 programs including the program being added through this amendment. The programs are offered by the following partners: California State University Bakersfield, California State University Northridge, California State University Los Angeles, University of La Verne, Brandman University and National University.

During the Fall 2011 semester, the Office of Institutional Development surveyed students enrolled in Biology courses to determine their level of interest in a University Center bachelor's program. The results from the survey indicated strong support for adding a bachelor's program in Biology in the University Center. About half of students who responded to the survey are interested in pursuing a Bachelor of Science degree in Biology. In addition, of the students surveyed, 87 percent indicated they would consider enrolling in a program offered in the University Center.

California State University Los Angeles would like to amend their Educational Program Agreement with the Santa Clarita Community College District to offer the following new program to the University Center:

- BS Biology

The contract amendment is attached online with this item, and is available in the Office of Institutional Development, Technology and Online Services upon request.

FISCAL IMPLICATIONS:
Projected annual revenue from this amendment to the Santa Clarita Community College District is expected to be $4,000.

File Attachments
GEN - UCEN - CSULA Amendment-Biology.doc (36 KB)

Motion & Voting
Move Approval of ACTION/CONSENT items.

Motion by Scott Wilk, second by Student Trustee-Nick Onyshko.
Final Resolution: Motion Carries
Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Scott Wilk, Student Trustee-Nick Onyshko
4. BUSINESS MEETING ITEMS - CONSENT CALENDAR

<table>
<thead>
<tr>
<th>Subject</th>
<th>4.8 CONSENT CALENDAR ITEMS - Acceptance and Approval</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Mar 28, 2012 - Joint Meeting with the Associated Student Government</td>
</tr>
<tr>
<td>Type</td>
<td>ACTION/CONSENT</td>
</tr>
<tr>
<td>Recommended Action</td>
<td>Move Approval of ACTION/CONSENT items.</td>
</tr>
</tbody>
</table>

This item is for the acceptance and approval by the Board of Trustees at the meeting for all CONSENT CALENDAR items listed in this category, approved according to the Recommended Action on each item.

Motion & Voting

Move Approval of ACTION/CONSENT items.

Motion by Scott Wilk, second by Student Trustee-Nick Onyshko.
Final Resolution: Motion Carries
Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Scott Wilk, Student Trustee-Nick Onyshko
A public hearing is open to allow an opportunity for public input regarding the contract re-opener proposals submitted by Local 6262 Part-Time Faculty United (AFT).

The Part-Time United - AFT has expressed particular interest in negotiating the following articles:

- Article 2: Recognition
- Article 6: Assignment and Scheduling
- Article 8: Evaluations
- Article 10: Compensation
- Article 13: Grievance
- Article 19: Professional Growth

Because the Agreement expired June 30, 2011, and is now open in its entirety, the Part-Time Faculty United - AFT may be interested in negotiating all or part of the articles in its Agreement with the Santa Clarita Community College District.

Fiscal Implications:
Unknown pending the results of negotiations.
5. GENERAL

The law requires that initial proposals, including re-opener proposals, be presented to the Board of Trustees in open session. Following the open session announcement of re-opener proposals, a public hearing is held regarding the proposal to allow the public to provide input before bargaining begins. The public hearing for the 2012 negotiations regarding the District’s proposal has been tentatively scheduled for the April 11, 2012, Board meeting.

In addition to Total Compensation, which is opened by mutual agreement, the District is specifically interested in the following articles:

- Article 2 - Recognition - Specific interests include salary, evaluation, qualifications, and scheduling of non-credit instructors.
- Article 6 - Assignment and Scheduling - District interests include some minor clarification of language negotiated last year.
- Article 8 - Evaluations - This article needs to be updated to provide guidance related to the evaluation of non-credit instructors.
- Article 21 - Office Hours - This article needs some minor changes to provide more clarification.

**Fiscal Implications:**
Unknown pending the results of negotiations.
### 5. GENERAL

<table>
<thead>
<tr>
<th>Subject</th>
<th>5.3 Comments by Members of the Audience on Any Item NOT ON THE AGENDA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Mar 28, 2012 - Joint Meeting with the Associated Student Government</td>
</tr>
<tr>
<td>Type</td>
<td>Report</td>
</tr>
</tbody>
</table>

Time has been set aside for the public to address the Board of Trustees on items that are NOT ON THE AGENDA. Those items will not be acted upon by the Board at this meeting. ALL speakers must submit a “Request to Speak” form (located on the information table at the meeting) prior to this portion of the meeting and will be recognized by the President of the Board. Five minutes will be allotted to each speaker and not more than 20 minutes on any subject.
## 6. ANNOUNCEMENT OF NEXT MEETING/ADJOURNMENT

<table>
<thead>
<tr>
<th>Subject</th>
<th>6.1 Wednesday, April 11, 2012 - Business Meeting, 4:30 pm - Closed Session, 6:00 pm - Open Session, HSLH-137.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Mar 28, 2012 - Joint Meeting with the Associated Student Government</td>
</tr>
<tr>
<td>Type</td>
<td>Information</td>
</tr>
</tbody>
</table>
Wednesday, March 28, 2012
Joint Meeting with the Associated Student Government

SANTA CLARITA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Joint Meeting with the Associated Student Government
2:30 pm
BOARD MEETING ROOM – HASLEY HALL (HSLH-137)
College of the Canyons
26455 Rockwell Canyon Road ~ Santa Clarita, California 91355

1. PRELIMINARY FUNCTIONS

Subject 1.1 Call to Order/Establishment of a Quorum
Meeting Mar 28, 2012 - Joint Meeting with the Associated Student Government
Type Procedural
# 1. PRELIMINARY FUNCTIONS

<table>
<thead>
<tr>
<th>Subject</th>
<th>1.2 Flag Salute</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Mar 28, 2012 - Joint Meeting with the Associated Student Government</td>
</tr>
<tr>
<td>Type</td>
<td>Procedural</td>
</tr>
</tbody>
</table>
## 2. OPEN SESSION ORGANIZATIONAL ITEMS

<table>
<thead>
<tr>
<th>Subject</th>
<th>2.1 Approval of Agenda</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Mar 28, 2012 - Joint Meeting with the Associated Student Government</td>
</tr>
<tr>
<td>Type</td>
<td>ACTION</td>
</tr>
<tr>
<td>Recommended Action</td>
<td>Motion made to approve the Agenda, with the additional information presented for the Personnel Schedule.</td>
</tr>
</tbody>
</table>

**Motion & Voting**

Motion made to approve the Agenda, with the additional information presented for the Personnel Schedule.

Motion by Michele Jenkins, second by Bruce Fortine.
Final Resolution: Motion Carries
Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Scott Wilk
Not Present at Vote: Student Trustee-Nick Onyshko
## 2. OPEN SESSION ORGANIZATIONAL ITEMS

<table>
<thead>
<tr>
<th>Subject</th>
<th>2.2 Welcome to Guests/Recognition of Staff Representative(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Mar 28, 2012 - Joint Meeting with the Associated Student Government</td>
</tr>
<tr>
<td>Type</td>
<td>Procedural</td>
</tr>
</tbody>
</table>

At their request, members of the public may comment on items listed on the agenda at the time the item is discussed and prior to Board action on the item. A five (5) minute time limit will be allotted to each speaker, with a maximum of twenty (20) minutes to each subject, unless extended by the Board President.
### 2. OPEN SESSION ORGANIZATIONAL ITEMS

<table>
<thead>
<tr>
<th>Subject</th>
<th>2.3 Recognition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Mar 28, 2012 - Joint Meeting with the Associated Student Government</td>
</tr>
<tr>
<td>Type</td>
<td>Information</td>
</tr>
</tbody>
</table>
### 3. ASG/BOARD OF TRUSTEES JOINT MEETING ITEMS

<table>
<thead>
<tr>
<th>Subject</th>
<th>3.1 Update on ASG Events and Advocacy Efforts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Mar 28, 2012 - Joint Meeting with the Associated Student Government</td>
</tr>
<tr>
<td>Type</td>
<td>Information</td>
</tr>
</tbody>
</table>

The officers of the Associated Student Government Executive Board will present their progress on their annual goals, and share the activities planned for both campuses being held during the spring semester. They will also provide details on their Advocacy efforts on campus and at the state level.
3. ASG/BOARD OF TRUSTEES JOINT MEETING ITEMS

<table>
<thead>
<tr>
<th>Subject</th>
<th>3.2 Update on Student Fees and Collection Procedures</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Mar 28, 2012 - Joint Meeting with the Associated Student Government</td>
</tr>
<tr>
<td>Type</td>
<td>Information</td>
</tr>
</tbody>
</table>

Tuition at California Community Colleges is established by the state legislature. Currently, resident students pay $36.00 per unit. Beginning with the Summer sessions, that fee will be increased to $46.00 per unit. District policy states that fees are due at the time of registration. Failure to pay will result in the student being administratively dropped from their classes (freeing up that seat for a student who has paid the required fees). Historically, the District has processed drops for non-payment every seven days during the registration cycle. Beginning in the Fall of 2012, we will be dropping for nonpayment each night. This item will discuss the reasons for this change and the progress we have made since Fall 2011 towards implementing this new procedure.
## 3. ASG/BOARD OF TRUSTEES JOINT MEETING ITEMS

<table>
<thead>
<tr>
<th>Subject</th>
<th>3.3 Update on Plans for Student Email Deployment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Mar 28, 2012 - Joint Meeting with the Associated Student Government</td>
</tr>
<tr>
<td>Type</td>
<td>Information</td>
</tr>
<tr>
<td>Goals</td>
<td>Technology Advancement</td>
</tr>
</tbody>
</table>

The Information Technology department is in the process of providing student email to all currently enrolled College of the Canyons Students. Mr. Jim Temple, Associate Vice President of Information Technology and Mr. Hsiawen Hull, Assistant Director of Technology Services will provide an overview of the system and a status on the deployment.
The Instruction and Academic Affairs Office is in the process of preparing the Summer 2012 Schedule of Classes. At the meeting, Mr. Joe Gerda, Assistant Superintendent/Vice President of Instruction, will provide information on the summer session calendar and the number of course sections being offered.
In order to comply with The American with Disabilities act of 1990, and the Code of Federal Regulations, this agenda item proposes the establishment of Policy 3440, Service Animals and Animals on Campus. This policy is legally required and meets the recommendations of the CCLC both in content and format.

The proposed policy has been approved and endorsed by the College Policy Council.

The Administrative Procedures associated with this policy are newly proposed. They are attached for review.

**Fiscal Implications:**
None

**Motion & Voting**
Move approval of first reading of BP 3440 - Service Animals and Animals on Campus.

Motion by Michele Jenkins, second by Scott Wilk.
Final Resolution: Motion Carries
Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Scott Wilk, Student Trustee-Nick Onyshko
3. ASG/BOARD OF TRUSTEES JOINT MEETING ITEMS

Subject 3.6 Approval of New BP 4400 - Program Discontinuance, First Reading

Meeting Mar 28, 2012 - Joint Meeting with the Associated Student Government

Type ACTION

Recommended Action Move approval of first reading of BP 4400 - Program Discontinuance.

The Academic Senate developed this new policy in accordance with the provisions of the Education Code, Title 5, as well as the ASCCC and AACJC. The policy defines the program discontinuance process.

This policy was approved by the Academic Senate and the College Policy Council.

The Administrative Procedures associated with this policy are newly proposed and are attached for review.

Fiscal Implications:
None

File Attachments

- BP 4400 - Program Discontinuance.docx (26 KB)
- AP 4400 - Program Discontinuance.docx (32 KB)

Motion & Voting

Move approval of first reading of BP 4400 - Program Discontinuance.

Motion by Scott Wilk, second by Bruce Fortine.

Final Resolution: Motion Carries

Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Scott Wilk, Student Trustee-Nick Onyshko
This policy was developed in accordance with the provisions of Title 5, and meets the legal and format requirements of the CCLC.

The policy provides for the determination of an add deadline for classes as well as a provision for exceptions to the policy and a reference to adding courses after the published deadline per BP 5903.

This policy was approved by the Academic Senate and the College Policy Council.

Fiscal Implications:
None

Motion & Voting
Move approval of first reading of BP 5907 - Add Deadlines for Courses, First Reading.

Motion by Student Trustee-Nick Onyshko, second by Scott Wilk.
Final Resolution: Motion Carries
Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Scott Wilk, Student Trustee-Nick Onyshko
# 3. ASG/BOARD OF TRUSTEES JOINT MEETING ITEMS

<table>
<thead>
<tr>
<th>Subject</th>
<th>3.8 Approval of New BP 5912 - Instructional Aide Grading, First Reading</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Mar 28, 2012 - Joint Meeting with the Associated Student Government</td>
</tr>
<tr>
<td>Type</td>
<td>ACTION</td>
</tr>
<tr>
<td>Recommended Action</td>
<td>Move approval of first reading of BP 5912 - Instructional Aide Grading, First Reading.</td>
</tr>
</tbody>
</table>

The COC Academic Senate developed this new policy in accordance with the provisions of the Education Code and Title 5.

The provisions of the policy comply with College grading standards relating to the use of non-faculty instructional assistants. The policy was approved by the Academic Senate, ASG, and the College Policy Council.

The Administrative Procedures associated with this policy are newly proposed and are attached for review.

**Fiscal Implications:**
None

<table>
<thead>
<tr>
<th>File Attachments</th>
</tr>
</thead>
<tbody>
<tr>
<td>BP 5912 - Instructional Aide Grading Policy.doc (34 KB)</td>
</tr>
</tbody>
</table>

**Motion & Voting**

Move approval of first reading of BP 5912 - Instructional Aide Grading, First Reading.

Motion by Scott Wilk, second by Bruce Fortine.
Final Resolution: Motion Carries
Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Scott Wilk, Student Trustee-Nick Onyshko
3. ASG/BOARD OF TRUSTEES JOINT MEETING ITEMS

Subject 3.9 Approval of Modification of Board Policy 506 (BP 5030) - Fees, First Reading

Meeting Mar 28, 2012 - Joint Meeting with the Associated Student Government

Type ACTION

Recommended Action

Move approval of first reading of Modification of Board Policy 506 (BP 5030) - Fees.

This modification to Board Policy 506 (BP 5030) - Fees provides for the following:

- Renumber old Board Policy 506 to new Board Policy 5030 to conform to the CCLC numbering format.
- Board Policy 506 only included language on enrollment fees. Board Policy 5030 broadens language to include all student fees.

This modification was reviewed and approved by the College Policy Council.

Fiscal Implications:
None

File Attachments

File Attachments

BP 5030 - Fees.doc (33 KB)

Motion & Voting

Move approval of first reading of Modification of Board Policy 506 (BP 5030) - Fees.

Motion by Michele Jenkins, second by Scott Wilk.

Final Resolution: Motion Carries

Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Scott Wilk, Student Trustee-Nick Onyshko
3. ASG/BOARD OF TRUSTEES JOINT MEETING ITEMS

Subject 3.10 Approval of Modification to Board Policy 5900 - Grading, First Reading
Meeting Mar 28, 2012 - Joint Meeting with the Associated Student Government
Type ACTION
Recommended Action Move approval of modification to Board Policy 5900 - Grading, First Reading.

This agenda item proposes modification to Policy 5900. Grading. Proposed modifications include:

- Clarifies the timeline under which the Academic Standards Committee shall consider petitions
- Complies with current law as to requirements on the maximum number of Withdrawals permitted for the purpose of course repetition
- Complies with current law as to requirements for the removal of "W" grades
- Allows for Withdrawals through 75% of the term, in compliance with current law
- Additional technical changes

The proposed changes have been approved and endorsed by the Academic Senate, the ASG, and the College Policy Council.

Fiscal Implications:
None

File Attachments
BP 5900 - Grading.docx (27 KB)

Motion & Voting

Move approval of modification to Board Policy 5900 - Grading, First Reading.

Motion by Bruce Fortine, second by Scott Wilk.
Final Resolution: Motion Carries
Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Scott Wilk, Student Trustee-Nick Onyshko
This agenda item proposes modification to Policy 5902, Academic Renewal. The proposed modifications include:

- A restriction on academic renewal for semesters that contain units that were applied to graduation
- Only the grades "D", "F", and "FW" can be disregarded
- Applicable courses containing passing grades will be used in the calculation of the student's GPA
- Applicable courses containing non-passing grades will not be used in the calculation of the student's GPA

The proposed changes were initiated by the Academic Senate, and were approved and endorsed by the ASG and the College Policy Council.

**Fiscal Implications:**
None

**Motion & Voting**

Move approval of first reading of Board Policy 5902 - Academic Renewal, First Reading.

Motion by Student Trustee-Nick Onyshko, second by Scott Wilk.

Final Resolution: Motion Carries

Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Scott Wilk, Student Trustee-Nick Onyshko
4. BUSINESS MEETING ITEMS - CONSENT CALENDAR

Subject | 4.1 IS - Approval of New and Modified Courses and Programs
--- | ---
Meeting | Mar 28, 2012 - Joint Meeting with the Associated Student Government
Type | ACTION/CONSENT
Recommended Action | Motion to approve the new and modified courses and programs as presented.
Goals | Teaching and Learning

The following list represents 4 new courses, 4 course modifications, 3 new programs, and 3 modified programs that were approved by the Curriculum Committee of the Academic Senate, and subsequently by the Academic Senate for the March 1st 2012 Curriculum Committee meeting. Members of the Curriculum Committee reviewed a total of 19 course proposals, prior to the Curriculum Committee meeting listed above, in a technical review session in order to streamline the approval process. Curriculum is constantly evaluated to ensure course content and delivery methods meet the needs of the community at large.

This agenda item represents a major effort on the part of the faculty to implement the Program Reviews for their departments and initiate changes to ensure courses and programs remain current in each field of study. As each piece of curriculum is processed, the Student Learning Outcomes (SLO’s) are also updated. In addition the Curriculum Committee approved 3 courses to be deleted from our inventory because they are no longer relevant in their Career Technical Education (CTE) area, or are not needed for lower division transfer if in a non-CTE area.

File Attachments
- Curriculum Board Item Attachment 2012.03.28.pdf (17 KB)

Motion & Voting

Move Approval of ACTION/CONSENT items.

Motion by Scott Wilk, second by Student Trustee-Nick Onyshko.
Final Resolution: Motion Carries
Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Scott Wilk, Student Trustee-Nick Onyshko
4. BUSINESS MEETING ITEMS - CONSENT CALENDAR

Subject 4.2 BS - Approval of Travel Authorizations Schedule T 11/12-15

Meeting Mar 28, 2012 - Joint Meeting with the Associated Student Government

Type ACTION/CONSENT

Recommended Action Move Approval of Travel Authorizations Schedule T 11/12-15.

The Travel Authorizations Schedule is presented for approval. Activities include attendance at conferences or conventions, as indicated, and other professional business activities related to District matters. Proposed expenditures are consistent with Board Policy.

A copy of the schedule is available from the Business Services Department, upon request.

- Travel funded by grant/categorical money equates to $9,058.91 or 20.67%
- Travel funded by resources held in special funds equates to $5,001.83 or 11.41%
- Travel funded by the District’s General Fund equates to $29,767.76 or 67.92%

FISCAL IMPLICATIONS:
Travel expenditure requests totaling $43,828.50 are included in the 2011-12 Current Budget.

File Attachments

| 03-28-12 BS - Under Sep Cover Travel Schedules.pdf (96 KB) |

Motion & Voting

Move Approval of ACTION/CONSENT items.

Motion by Scott Wilk, second by Student Trustee-Nick Onyshko.
Final Resolution: Motion Carries
Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Scott Wilk, Student Trustee-Nick Onyshko
4. BUSINESS MEETING ITEMS - CONSENT CALENDAR

Subject 4.3 PP - Approval of Contract for Temporary Workers for Library Expansion Construction Project (SelectRemedy)

Meeting Mar 28, 2012 - Joint Meeting with the Associated Student Government

Type ACTION/CONSENT

Recommended Action Motion to approve contract for temporary workers for the Library Expansion Construction Project.

Goals Physical Resources

The Library Expansion Construction Project is a State and GO Bond-funded project that consists of the construction of a 51,435 sq. ft. expansion to the existing Library Building to house the TLC function, instructional labs, a community resource room, offices and expanded access to our electronic library.

The District would like to enter a contract for temporary construction workers for this project with SelectRemedy (Santa Clarita, CA) in the amount of $9,500. Copies of the contract are attached online with this item or are available upon request.

FISCAL IMPLICATIONS:
This is a 60% State/40% GO Bond-funded project. Funds for this contract in the amount of $9,500 are included in the FY11/12 Adopted Budget for this project.

Motion & Voting

Move Approval of ACTION/CONSENT items.

Motion by Scott Wilk, second by Student Trustee-Nick Onyshko.

Final Resolution: Motion Carries

Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Scott Wilk, Student Trustee-Nick Onyshko

File Attachments

PP - Library Expansion Contract for Temporary Workers (SelectRemedy).doc (64 KB)
4. BUSINESS MEETING ITEMS - CONSENT CALENDAR

Subject: 4.4 PP - Approval of Award Bids for the Library Expansion Construction Project

Meeting: Mar 28, 2012 - Joint Meeting with the Associated Student Government

Type: ACTION/CONSENT

Recommended Action: Motion to approve award of bids for the Library Expansion Construction Project for Landscaping and Irrigation and Signage as noted.

Goals: Physical Resources

The Library Expansion Construction Project is a State and GO Bond-funded project that consists of the construction of a 51,435 sq. ft. expansion to the existing Library Building to house the TLC function, instructional labs, a community resource room, offices and expanded access to our electronic library.

The following bid packages were advertised on February 18 and 25, and a job walk was held on February 28. The bid opening was held on March 15, 2012 and the results were as follows:

<table>
<thead>
<tr>
<th>Bid Package – Landscaping and Irrigation</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Name</strong></td>
</tr>
<tr>
<td>Valley Crest Landscape</td>
</tr>
<tr>
<td>Martinez Landscape</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Bid Package - Signage</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Name</strong></td>
</tr>
<tr>
<td>Sign Group/Karmen</td>
</tr>
<tr>
<td>Vomar Products</td>
</tr>
<tr>
<td>Inland Building</td>
</tr>
</tbody>
</table>

After review which included a careful assessment of bid submittals and references, the bid packages noted and bolded above are recommended for award as deemed to be the lowest responsive bidder.

FISCAL IMPLICATIONS:
This is a 60% State/40% GO Bond-funded project. Funds for these contracts are included in the FY11/12 Adopted Budget for this project.

Motion & Voting
Move Approval of ACTION/CONSENT items.

Motion by Scott Wilk, second by Student Trustee-Nick Onyshko.
Final Resolution: Motion Carries
Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Scott Wilk, Student Trustee-Nick Onyshko
4. BUSINESS MEETING ITEMS - CONSENT CALENDAR

Subject 4.5 PP - Approval of Change Order for Library Expansion Construction Project
Meeting Mar 28, 2012 - Joint Meeting with the Associated Student Government
Type ACTION/CONSENT
Recommended Action
Goals

The Library Expansion Construction Project is a State and GO Bond-funded project that consists of the construction of a 51,435 sq. ft. expansion to the existing Library Building to house the TLC function, instruction labs, a community resource room, offices and expanded access to our electronic library.

The following contract revisions are being recommended at this time. Copies of the recap are attached online with this item or are available upon request:

- Contract Package #3021, Storm Drain, Sewer & Water Distribution, Con Cast Co., Change Order #05 encompasses one item and results in a contract addition of $2,099.
- Contract Package #3041, Site & Building Concrete, Santa Clarita Concrete, Change Order #04 encompasses one item and results in a contract addition of $7,368.
- Contract Package #3001, Selective Demolition, MD Concrete Cutting & Demolition, Change Order #02 encompasses one item and results in a contract deduction of ($300).
- Contract Package #3245, Acoustical Ceilings, Preferred Ceilings, Change Order #03 encompasses one item and results in a contract addition of $560.

FISCAL IMPLICATIONS:
This is a 60% State/40% GO Bond-funded project, funds for which can only be used towards Bond-listed projects. Funds for these change orders in the amount of $9,727 are included in the FY11/12 Adopted Budget.

File Attachments
- PP - Library Expansion Change Order Recap.doc (26 KB)

Motion & Voting
Move Approval of ACTION/CONSENT items.

Motion by Scott Wilk, second by Student Trustee-Nick Onyshko.
Final Resolution: Motion Carries
Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Scott Wilk, Student Trustee-Nick Onyshko
4. BUSINESS MEETING ITEMS - CONSENT CALENDAR

Subject 4.6 HR – Personnel Schedule – Academic, Classified and Management Personnel

Meeting Mar 28, 2012 - Joint Meeting with the Associated Student Government

Type ACTION/CONSENT

Recommended Action Move approval of HR – Personnel Schedule – Academic, Classified and Management Personnel.

From time to time, additional names may be submitted to the board for guest lecturers, part-time faculty, supplementary services payments, temporary hourly workers, and volunteers. The Board has authorized the District to submit these additional names at the time of the meeting. If additional names are submitted, they will appear here on the day of the Board meeting as an attachment titled "Additional Information."

A. ACADEMIC PERSONNEL

Full-Time Faculty

No business.

Employment, Temporary Hourly as Needed

No business.

Other

Guest Lecturers:

<table>
<thead>
<tr>
<th>Guest Lecturer Name</th>
<th>Class</th>
<th>For Instructor</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sweeney, Bill</td>
<td>Welding 101 &amp; 120</td>
<td>Marty Coronel</td>
<td>3/28/12</td>
</tr>
</tbody>
</table>

Approval for Payment of Supplementary Services in Addition to Regular Services for Part-time Faculty:

Grant or Categorical funded payments:

<table>
<thead>
<tr>
<th>Name</th>
<th>Date(s)</th>
<th>Service(s) Performed</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alvord, Michael</td>
<td>Various</td>
<td>Created online OER curriculum for Advanced Waterworks Mathematics textbook</td>
<td>$992.38</td>
</tr>
</tbody>
</table>

B. CLASSIFIED PERSONNEL

Temporary Part-time Hourly Workers

See attachment below for Temporary Part-time Hourly Workers - Adult Hourly.

Volunteers

There is no Volunteers business at this time.
Other

Fred Escalante, Custodian II, temporary out of class assignment due to the absence of the Custodial Coordinator (Day Shift). From Classified Represented Salary Schedule B, Range 15, Step 8 ($4,192.00/month) to Range 29, Step 4 ($4,525.00/month), effective March 5, 2012.

C. MANAGEMENT PERSONNEL

End of Service

Dr. Dena Maloney, Assistant Superintendent/Vice President, Canyon Country Campus and Economic Development, resignation effective April 30, 2012. (Position #670000-AM01)

Other

Keri Aaver, Interim Director, WorkSource Center, will receive a cell phone allowance of $96.00 per month for medium usage of voice and data plan and equipment reimbursement effective March 1, 2012.

James Glapa-Grossklag, Dean, Education Technology, Learning Resources and Distance Education, supplemental services payment for additional services rendered as the Associate Program Advanced Teaching Workshop Facilitator on February 25, 2012, in the amount of $550.00.

Denee Pescarmona, Interim, Division Dean, Humanities, supplemental services payment for additional services rendered as the Associate Program Advanced Teaching Workshop Facilitator on February 25, 2012, in the amount of $225.00.

File Attachments

- Temporary Part-time Hourly Workers - Adult Hourly.pdf (183 KB)
- HR - Additional Information 03-28-12.pdf (112 KB)

Motion & Voting

Move Approval of ACTION/CONSENT items.

Motion by Scott Wilk, second by Student Trustee-Nick Onyshko.
Final Resolution: Motion Carries
Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Scott Wilk, Student Trustee-Nick Onyshko
4. BUSINESS MEETING ITEMS - CONSENT CALENDAR

**Subject**: 4.7 ID - Approval of University Center Educational Program Agreement between the Santa Clarita Community College District and California State University, Los Angeles

**Meeting**: Mar 28, 2012 - Joint Meeting with the Associated Student Government

**Type**: ACTION/CONSENT

**Recommended Action**: Approval of University Center Educational Program Agreement between the Santa Clarita Community College District and California State University, Los Angeles.

The Dr. Dianne G. Van Hook University Center at College of the Canyons provides students the opportunity to pursue bachelor’s, master’s and credential programs at the Valencia Campus. By bringing four-year university programs to the College of the Canyons campus, the University Center removes barriers such as childcare, traffic, and work schedules. Currently, the University Center offers 39 programs including the program being added through this amendment. The programs are offered by the following partners: California State University Bakersfield, California State University Northridge, California State University Los Angeles, University of La Verne, Brandman University and National University.

During the Fall 2011 semester, the Office of Institutional Development surveyed students enrolled in Biology courses to determine their level of interest in a University Center bachelor’s program. The results from the survey indicated strong support for adding a bachelor’s program in Biology in the University Center. About half of students who responded to the survey are interested in pursuing a Bachelor of Science degree in Biology. In addition, of the students surveyed, 87 percent indicated they would consider enrolling in a program offered in the University Center.

California State University Los Angeles would like to amend their Educational Program Agreement with the Santa Clarita Community College District to offer the following new program to the University Center:

- BS Biology

The contract amendment is attached online with this item, and is available in the Office of Institutional Development, Technology and Online Services upon request.

**FISCAL IMPLICATIONS:**
Projected annual revenue from this amendment to the Santa Clarita Community College District is expected to be $4,000.

**File Attachments**
- GEN - UCEN - CSULA Amendment-Biology.doc (36 KB)

**Motion & Voting**
Move Approval of ACTION/CONSENT items.

Motion by Scott Wilk, second by Student Trustee-Nick Onyshko.
Final Resolution: Motion Carries
Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Scott Wilk, Student Trustee-Nick Onyshko
## 4. BUSINESS MEETING ITEMS - CONSENT CALENDAR

<table>
<thead>
<tr>
<th>Subject</th>
<th>4.8 CONSENT CALENDAR ITEMS - Acceptance and Approval</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Mar 28, 2012 - Joint Meeting with the Associated Student Government</td>
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<tr>
<td>Type</td>
<td>ACTION/CONSENT</td>
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<tr>
<td>Recommended Action</td>
<td>Move Approval of ACTION/CONSENT items.</td>
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</table>

This item is for the acceptance and approval by the Board of Trustees at the meeting for all CONSENT CALENDAR items listed in this category, approved according to the Recommended Action on each item.

### Motion & Voting

Move Approval of ACTION/CONSENT items.

Motion by Scott Wilk, second by Student Trustee-Nick Onyshko.

Final Resolution: Motion Carries

Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Scott Wilk, Student Trustee-Nick Onyshko
A public hearing is open to allow an opportunity for public input regarding the contract re-opener proposals submitted by Local 6262 Part-Time Faculty United (AFT).

The Part-Time United - AFT has expressed particular interest in negotiating the following articles:

- Article 2: Recognition
- Article 6: Assignment and Scheduling
- Article 8: Evaluations
- Article 10: Compensation
- Article 13: Grievance
- Article 19: Professional Growth

Because the Agreement expired June 30, 2011, and is now open in its entirety, the Part-Time Faculty United - AFT may be interested in negotiating all or part of the articles in its Agreement with the Santa Clarita Community College District.

**Fiscal Implications:**
Unknown pending the results of negotiations.
5. GENERAL

The law requires that initial proposals, including re-opener proposals, be presented to the Board of Trustees in open session. Following the open session announcement of re-opener proposals, a public hearing is held regarding the proposal to allow the public to provide input before bargaining begins. The public hearing for the 2012 negotiations regarding the District’s proposal has been tentatively scheduled for the April 11, 2012, Board meeting.

In addition to Total Compensation, which is opened by mutual agreement, the District is specifically interested in the following articles:

- Article 2 - Recognition - Specific interests include salary, evaluation, qualifications, and scheduling of non-credit instructors.
- Article 6 - Assignment and Scheduling - District interests include some minor clarification of language negotiated last year.
- Article 8 - Evaluations - This article needs to be updated to provide guidance related to the evaluation of non-credit instructors.
- Article 21 - Office Hours - This article needs some minor changes to provide more clarification.

Fiscal Implications:
Unknown pending the results of negotiations.
### 5. GENERAL

<table>
<thead>
<tr>
<th>Subject</th>
<th>5.3 Comments by Members of the Audience on Any Item NOT ON THE AGENDA</th>
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</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Mar 28, 2012 - Joint Meeting with the Associated Student Government</td>
</tr>
<tr>
<td>Type</td>
<td>Report</td>
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</tbody>
</table>

Time has been set aside for the public to address the Board of Trustees on items that are NOT ON THE AGENDA. Those items will not be acted upon by the Board at this meeting. ALL speakers must submit a “Request to Speak” form (located on the information table at the meeting) prior to this portion of the meeting and will be recognized by the President of the Board. Five minutes will be allotted to each speaker and not more than 20 minutes on any subject.
### 6. ANNOUNCEMENT OF NEXT MEETING/ADJOURNMENT

<table>
<thead>
<tr>
<th>Subject</th>
<th>6.1 Wednesday, April 11, 2012 - Business Meeting, 4:30 pm - Closed Session, 6:00 pm - Open Session, HSLH-137.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Mar 28, 2012 - Joint Meeting with the Associated Student Government</td>
</tr>
<tr>
<td>Type</td>
<td>Information</td>
</tr>
</tbody>
</table>
AGENDA CATEGORY - LEGEND
IS - Instructional Services
SS - Student Services
BS - Business Services
PP - Physical Plant and Property
HR - Human Resources
ID - Institutional Development and Technology
POL - Policies and Procedures
GEN - General
ASSOCIATED
STUDENT GOVERNMENT

MINUTES

Wednesday, September 18th, 2013
2:30 P.M. in S-129
Senate Meeting

MEMBERS PRESENT:

Fernando Vasquez, President
Anais Armin, Executive Vice President
Ryan Joslin, Student Trustee
Enoch Kim, Executive Vice President
Colette Vartanian, Officer of Marketing & Information
Alexandra Medel, Vice President of Activities- Valencia Campus
Kendall Jackson, Public Affairs Officer
Adrianna Vargas, Cultural Student Involvement Coordinator II – Valencia
Elizabeth Olivier, Social Student Involvement Coordinator II- Valencia Campus

MEMBERS ABSENT:

Joey Terena, V.P. of Activities- Canyon Country Campus
Darrell Morris, Social Student Involvement Coordinator- Valencia Campus

OTHERS PRESENT:

Kelly Dapp, Activities Advisor Report
Allison Devlin, Advisor Report
Robin Herndon, Student Service Specialist Report
Valerie Tran, Student
David Rueles, Student
Muaeen Obadi, Student
Youstina Youssef, AOC Liaison

GENERAL BUSINESS

1.1 Call to Order/Welcome/Recognition of Quorum
Fernando Vasquez called the Senate Meeting of the ASG to order at 2:32 pm. He recognized quorum being present with 9 officers present.

1.2 Flag Salute – Lead by Fernando Vasquez

1.3 Announcements/Correspondence – Darrell Morris, Social Involvement Coordinator, Valencia, submitted his Letter of Resignation. Joey Terena, VP of Activities at CCC, has also has submitted his Letter of Resignation. Allison briefly discusses the Student Involvement Campaign with more information to come.
1.4 Approval of the agenda for the Senate Meeting of September 18th, 2013

**MOTION:** Anais Armin, Executive Vice President

**SECOND:** Ryan Joslin, Student Trustee

**RECORD OF BOARD VOTE:** ....... 9 -0-0

1.5 Public Forum- None

2.0 **Consent Calendar**

2.1 Approval of the Minutes for the ASG Senate Meeting on Sept. 11, 2013

2.2 Approval of Director of Academic Affairs

2.3 Approval of Graphic Artist

2.4 Approval of Photographer for the Paw Print

2.5 Approval of Director of Health Issues

2.6 Approval of Director of Environmental Affairs

**MOTION:** Colette Vartanian, Officer of Marketing & Information

**SECOND:** Anais Armin, Executive Vice President

**RECORD OF BOARD VOTE:** ......... 9 -0-0

3.0 **Regular Board Meeting Items**

3.1 **ACTION: Color Assessment Activities**

**MOTION:** Ryan Joslin, Student Trustee

**SECOND:** Enoch Kim, Executive Vice President

◆ Allison passes out a MOU for the Norms decided as a the group at a previous meeting
◆ This senate meeting has been designed for ASG officers to have the opportunity to share their strengths and color assessments with other officers
◆ Officers review their top five strengths, placing them in one of the four color categories
◆ Everyone’s strengths will be entered into a chart to learn how to understand and approach one another

**Recommendations:** TO SHARE EVERY OFFICERS’ COLOR ASSESSMENTS

4.0 **Reports** (Reports are limited to five (5) minutes)

4.1 Officer Reports

4.1.1 Director Reports -

4.1.2 Executive Vice President of Activities - Enoch Kim, Activities Board will meet at 3:30 today

4.1.3 Vice President of Activities (Valencia) – Alex Medel, none

4.1.4 Vice President of Activities (Canyon Country) – (VACANT)

4.1.5 Social Student Involvement Coordinators (Valencia) – (VACANT)

4.1.5 Social Student Involvement Coordinator (Valencia) - Elizabeth Olivier, Event went very well and thank you for covering her time in class. Items for Breast Cancer Awareness is coming in

4.1.6 Social Student Involvement Coordinator (Canyon Country) - (VACANT)

4.1.7 Cultural Student Involvement Coordinators (Valencia) – Adriana Vargas, creating a scrap book of all events this senate has and will be coordinating. Discussing having an event at CCC and thank you to all who helped at the event

4.1.7 Cultural Student Involvement Coordinators (Valencia) – (VACANT)

4.1.8 Cultural Student Involvement Coordinator (Canyon Country) - (VACANT)
4.1.9 Public Affairs Officer - Kendall Jackson finished the display case for September.

4.1.10 Vice President of I.C.C - (VACANT)

4.1.11 Officer of Marketing & Information - Collette Vartanian, is coordinating with her assistant on the layout and contents of the first issue of the Paw Print. Please help with articles

4.1.12 Canyon Country Representative – (VACANT)

4.1.13 Student Trustee – Ryan Joslin, Last Board Meeting approved the budget. Ryan informed the Board about the ASG BBQ held yesterday

4.1.14 Executive Vice President – Anais Amin, Filled the District Committee Coordinator

4.1.15 President- Fernando Vasquez, Thank all of the officers who made the call to Sacramento about AB955 which is very important to COC and is in support with the assembly member. Thank you, Lizzy and Adriana, for organizing such an amazing event. As a team, need to write a letter to Governor Brown in support of bill AB955

4.1.16 Student Services Specialist Report - Robin Herndon, Please submit a headshot photo, to me by next Wednesday, September 25th, 2013. The photo will be used with the profile information you provided me at the training. Please email me an electronic copy as an attachment. Collette will try and coordinate a time for a photographer to come take the headshots

4.1.17 Activities Advisor Report - Kelly Dapp, Officer Hours for ASG Office needed ASAP. Use the BBQ as a good basis in holding future events. It is very important to keep up the momentum with activities due to the number of Officers being reduced. Student Campaign BBQ is in the process of being coordinated along with Club Rush. Cougar Mentors will also be a part of this event.

4.1.18 Advisor Report - Allison Korse-Devlin, This year is Crucial for the college due to the Accreditation next year. First meeting- Standard for leadership teams this coming Tuesday. If you are requested for this committee, please make sure to attend for the entire semester. Return these requests as soon as possible. The newspaper would like to get in touch with ASG Officers due to the fact that we are one of the few schools in support of AB955. Fernando will write the resolution for AB955 to bring at the next meeting.

4.2 District Committees

<table>
<thead>
<tr>
<th>Committee</th>
<th>Student Representative</th>
<th>Chair</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.6.1 Academic Calendar</td>
<td></td>
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</tbody>
</table>
| 2.6.2 Academic Senate | Edel Alonso             | Anais – attended last Thursday

  ◆ Credit by Exam revision- change the minimum units required from 6 units to 3 units required to be eligible for this option

| 2.6.3 Advocacy |                        |                      |
| 2.6.4 Bookstore |                       |                      |
| 2.6.5 Campus Wellness |                    |                      |
| 2.6.6 College Planning Team | Dr. Diane Van Hook |                      |

  ◆ Topic- Accreditation and DVH would like students to attend who will be here next year. San Francisco City College shut down due to obsolete materials

| 2.6.7 Curriculum |                        |                      |
| 2.6.8 DATATEL – Portal |                   |                      |
2.6.9 Enrollment Management
2.6.10 Facilities Master Plan
2.6.11 Faculty Development
2.6.12 Food Services
2.6.13 Health and Safety
2.6.14 Measure M
2.6.15 PAC-B
2.6.16 Parking
2.6.17 Skills4Success
2.6.18 Student Equality
2.6.19 Technology

5.0 **Open Forum** - Youstina Youssef, AOC Liaison, said there is an issue with smoking around the AOC building and how is it reinforced? Campus Safety should be notified first then the student is subject to a fine. She also asks about being reinstated as a director position but is referred to the bylaw meeting to discuss this option. It would be advisable to present the reason(s) why AOC should be reinstated.

6.0 **Announcement of the Next Meeting** - Wednesday, September 25th, 2013 at 2:30 p.m. in SCTN 129

7.0 **Adjournment [3:24 P.M.]**

_Motion:_ Alexandra Medel, Vice President of Activities- Valencia Campus  
_Second:_ Elizabeth Olivier, Social Student Involvement Coordinator II- Valencia Campus

_Record of Board Vote:_ 9 -0-0
1.1 Call to Order/Welcome/Recognition of Quorum
Fernando Vasquez called the Senate Meeting of the ASG to order at 2:31 pm. He recognized quorum being present with officers present.

1.2 Flag Salute – Lead by Fernando Vasquez

1.3 Announcements/Correspondence- 3 letters of Resignation were submitted: Giselle Dorgalli, Director of Recruitment; Daniel Levan, Director of Cultural Affairs; and Craig Manalo, Cultural Student Involvement Coordinator II- Valencia.

1.4 Approval of the agenda for the Senate Meeting of November 13th, 2013
MOTION: Ryan Joslin, Student Trustee
SECOND: Anaïs Amin, Executive Vice President
RECORD OF BOARD VOTE: ....... 11 -0-0

1.5 Public Forum- Alex McHaddad presents information on an Upcoming leadership Opportunity and included an application. Students may apply if enrolled in 5 units (minimum) at a Community College and do not need to be a part of Region 6.
2.0 **Consent Calendar**

2.1 Approval of the Minutes for the ASG Senate Meeting on Oct. 16th, 2013

2.2 Approval of Director of Recruitment

*Motion:* Colette Vartanian, Officer of Marketing & Information

*Second:* Mark De La Cruz, Social Student Involvement Coordinator II- Valencia

*Record of Board Vote:* ..........11 -0-0

3.0 **Regular Board Meeting Items:**

3.1 Action: Approval of Funds to purchase a Dedicated Tree

*Motion:* Kendall Jackson, Public Affairs Officer

*Second:* Enoch Kim, Executive Vice President

- The tree will be dedicated to a former ASG Officer, Michael Shakelford
- Honor Grove is an option (1 of 3)
- Will include a plaque next to the tree with Michael's name

*Record of Board Vote:* ..........11 -0-0

*Recommendation:* Move to approve 700 from Sunshine Account 001.9905

3.2 Informational: First Reading of the A.S.G. Standing Rules

*Motion:* Elizabeth Olivier, Social Student Involvement Coordinator I- Valencia

*Second:* Mark De La Cruz, Social Student Involvement Coordinator II- Valencia

- Based on the workshop at the last CCCSAA Conference on Advanced Parliamentary Procedures, there are new rules established: Group Norms is considered Governing documents.
- Example: Meeting time, Officer leading meeting, expectations for behavior and appearance should now be considered a Governing Document.
- These items should be removed from the bylaws
- Will Require going through the bylaws and generalizing the rules
- Holds more ground as standing rules, taken more seriously
- Ad Hoc committee will create the first reading and standing rules
- Ad Hoc will consist of ASG Officers only (usually Executive Board)
- Consensus with show of hands 11 officers in favor

4.0 **Reports** *(Reports are limited to five (5) minutes)*

4.1 Officer Reports

4.1.1 Director Reports - None

4.1.2 Executive Vice President of Activities - Enoch Kim, Phi Theta Kappa meeting-project “campus quad” and involve ASG in this project to promote events. Can the Google calendar convert to an app?

4.1.3 Vice President of Activities (Valencia) – Alex Medel, Food drive is going on and donations will be accepted and will make posters to advertise tomorrow

4.1.4 Vice President of Activities (Canyon Country) – (Vacant)

4.1.5 Social Student Involvement Coordinators (Valencia) – Elizabeth Olivier, World’s Aid Awareness Day Event is on Monday December 2nd. Set-up is at 11 and clean-up is until 2:30pm

4.1.5 Social Student Involvement Coordinator (Valencia)-Mark De La Cruz, Event is today. Setup is 5pm and cleanup will be at 8pm

4.1.6 Social Student Involvement Coordinator (Canyon Country) - (Vacant)

4.1.7 Cultural Student Involvement Coordinators (Valencia) – Adriana Vargas, placed an order and spoke to club member regarding the Mariachi Band and will be in contact with a staff member from the office. Will order more stuff

4.1.7 Cultural Student Involvement Coordinators (Valencia) - (Vacant)
4.1.8 Cultural Student Involvement Coordinator (Canyon Country) - (VACANT)

4.1.9 Public Affairs Officer - Kendall Jackson, filled Director Position and will go on the next Meeting’s Agenda calendar

4.1.10 Vice President of I.C.C- Christine Colindres, sending out Michael Hoefflin foundation email tonight and clubs are all very active.

4.1.11 Officer of Marketing & Information - Collette Vartanian, Working on the new issue of the Paw Print and hired a new editor who will start next week. Contents will be on what was and will be done by ASG this semester

4.1.12 Canyon Country Representative – (VACANT)

4.1.13 Student Trustee – Ryan Joslin, No meeting this week Need to find water bottle filling stations and will get the details before making the selection. Refrigerated water bottle station in Canyon Country is still being discussed. This will be a commitment that will not have a cutoff date. Approached at Riverside College by a student who discussed how the app for their college worked and willing to give a presentation- Great Joint board meeting topic.

4.1.14 Executive Vice President – Anaís Amin, spoke with Melinda and cleared up amounts in both Social and Cultural accounts. Will have the account balances at the next meeting

4.1.15 President- Fernando Vasquez, recruitment event at Canyon Country was in the making but his director resigned so the event will be put on hold until a new Director of Recruitment is hired. The newsletter also advertised the open positions

4.1.16 Student Services Specialist Report -Robin Herndon, none

4.1.17 Activities Advisor Report - Kelly Dapp, none

4.1.18 Advisor Report - Allison Korse-Devlin, November 27th there will be no meeting and the following meeting will be the last for the fall semester. Formal invitations will be on your desk next week and will be December 11th, at 6:30 pm. Robin will create a Write board in Basecamp for the RSVP list and the food you will bring to the potluck. COC honors and student development is hosting Student Leadership Conference on November 22nd and please RSVP soon. If attending, officers will be able to present this information during the spring.

4.2 District Committees

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<td>Craig Manalo</td>
<td></td>
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<tr>
<td>4.2.2 Academic Senate</td>
<td>Anaís Amin</td>
<td>Dr. Edel Alonso</td>
</tr>
<tr>
<td></td>
<td>3 topics</td>
<td></td>
</tr>
<tr>
<td></td>
<td>1- Adjunct and full time faculty must be treated equally. Grandfather rule discontinued</td>
<td></td>
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<td></td>
<td>2- Transfer- Every college needs to have a model for each type of transfer program</td>
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<td></td>
<td>3- Academic probation- 800-1200 students will be on probation for the first semester. New rules- 3 semesters of probation will be dismissed at the end of the semester- part of the new student success act</td>
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<tr>
<td>4.2.3 Advocacy</td>
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<tr>
<td>4.2.4 Bookstore</td>
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<td></td>
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<tr>
<td>4.2.8 DATATEL – Portal</td>
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</tbody>
</table>
4.2.9 Enrollment Management
Andrew Rodriguez attended- Releasing a schedule of classes for the entire school year. Considering releasing schedules without times designated. Consensus on what would work best for the students- year-long is more ideal to prevent time lost.

4.2.10 Facilities Master Plan
4.2.11 Faculty Development
4.2.12 Food Services                     Fernando Vasquez    Dr. Michael Joslin
4.2.13 Health and Safety
4.2.14 Measure M                         Ryan Joslin
4.2.15 PAC-B
4.2.16 Parking
4.2.17 Skills4Success
4.2.18 Safety Committee                  Anaïs Amin
4.2.19 Student Equality
4.2.20 Technology                       Stephanie Valencia

4.3 Ad-Hoc Committees
4.3.1 Accreditation Committee            Kendall Jackson     Dr. Diane Van Hook

5.0 Open Forum
None

6.0 Announcement of the Next Meeting - Wednesday, November 20th, 2013 at 2:30 p.m.

7.0 Adjournment [3:21 P.M.]
Motion: Ryan Joslin, Student Trustee
Second: Kendall Jackson, Public Affairs Officer
Record of Board Vote: ........... 11-0-0
MINUTES

Saturday, April 2nd, 2014
2:15 P.M. SCTN 129
Senate Meeting

MEMBERS PRESENT:
Anaïs Amin, President
Adrianna Vargas, Executive Vice President
Ryan Joslin, Student Trustee
Enoch Kim, Executive Vice President
Alexandra Medel, Vice President of Activities- Valencia Campus
Jared Moberg, Vice President of Activities- Canyon Country Campus
Colette Vartanian, Officer of Marketing & Information
Kendall Jackson, Public Affairs Officer
Christine Colindres Segura, Vice President of I.C.C.
Mark De La Cruz, Social Student Involvement Coordinator II- Valencia Campus
Elizabeth Olivier, Canyon Country Campus Representative
Andrew Rodriguez, Cultural Student Involvement Coordinator II – Valencia

MEMBERS ABSENT –
Elizabeth Olivier, Canyon Country Campus Representative (Arrives at 3:20 pm)
Anaïs Amin, President (Leaves at 2:30 pm)

OTHERS PRESENT:
Allison Devlin, Advisor Report
Kelly Dapp, Activities Advisor Report
Robin Herndon, Student Service Specialist Report

GENERAL BUSINESS

1.1 Call to Order/Welcome/Recognition of Quorum
Anaïs Amin called the Senate Meeting of the ASG to order at 2:15 pm. She recognizes quorum being present with Officer Olivier arriving late.

1.2 Flag Salute – Lead by Jared Moberg

1.3 Announcements/Correspondence - None

1.4 Approval of the agenda for the Senate Meeting May 14th, 2014
MOTION: Anaïs Amin, President
SECOND: Kendall Jackson, Public Affairs Officer
- Strike items 3.6 and 3.7 and 3.8 and Enrollment Management Committee Report

RECORD OF BOARD VOTE: .........13 -0-0
2.0 **CONSENT CALENDAR**

2.1 Approval of the Sigma Zeta Honor Society

**RECORD OF BOARD VOTE:** ........ 13-0-0

3.0 **REGULAR BOARD MEETING ITEMS:**

3.1 **ACTION: REIMBURSEMENT OF FUNDS FOR CHEESE DAY EVENT**

**MOTION:** Colette Vartanian, Officer of Marketing & Information

**SECOND:** Mark De La Cruz, Social Student Involvement Coordinator II- Valencia

**BACKGROUND:** For the Cheese Day event on May 5th, Mark purchased three bags of shredded cheese and twelve loaves of bread with costs amounting to $83.30. The three bags of cheese cost a total of $50.37, and the bread cost.

For Cheese Day on May 5th, 2014, Enoch Kim purchased clear cups (50), straws, lids, 1 gal. Of vanilla ice cream, root beer (four 2-liters), club soda (three 2-liters), butter spread, and four bags of 20 lb. ice were purchased. The total is $52.90 from Social Account.

**COST:** $83.30 + $52.90 = $136.20

**RECOMMENDATION:** MOVE TO APPROVE REIMBURSEMENT OF FUNDS OF UP TO $136.20 FROM SOCIAL ACCOUNT (0019205)

**RECORD OF BOARD VOTE:** ........ 13-0-0

3.2 **ACTION: REIMBURSEMENT OF FUNDS FOR CAPITAL CAMPAIGN BREAKFAST**

**MOTION:** Kendall Jackson, Public Affairs Officer

**SECOND:** Elizabeth Olivier, Canyon Country Campus Representative

**BACKGROUND:** For the Culinary Arts Capital Campaign held on April 24, 2014, Enoch Kim purchased 12 cartons of fresh strawberries, 14 fresh pineapples, baggies, ties, green tea, peach tea, chai tea, four 24-pack croissants, and table covers were purchased. There were items left over/unused (green tea, chai tea, baggies, and ties) that may be utilized for later events. The croissant left-overs were utilized on May 1st Capital Campaign. The total cost is $103.30 from Special Projects Account.

For the Culinary Arts Capital Campaign held on May 1, 2014, Enoch Kim purchased "Country Time" lemonade, six Crystal Geyser 1 gallon bottles, and three packs of 20 lb. ice bags. The left over "Country Time" Lemonade has been used on Cheese Day and further remains for future events. The total is $26.58 from Special Projects Account.

**COST:** $103.30 + $26.58 = $129.88

**RECOMMENDATION:** MOVE TO APPROVE REIMBURSEMENT OF FUNDS OF UP TO $129.88 FROM THE SPECIAL PROJECTS ACCOUNT

**RECORD OF BOARD VOTE:** ........ 13-0-0

3.3 **ACTION: APPROVAL OF FUNDS FOR MOVIE TICKETS**

**MOTION:** Colette Vartanian, Officer of Marketing & Information

**SECOND:** Jared Moberg, Vice President of Activities- Canyon Country Campus

**BACKGROUND:** At the last Inter Club Council meeting, clubs that surpassed 100 points were awarded movie tickets. The Vice President of Inter Club Council will provide further detail of this item.

**COST:** Not to exceed $705.00

- 47 Clubs reached their goal

**RECOMMENDATION:** MOVE TO APPROVE FUNDS OF UP TO $497.33 FROM THE CLUBS AND ORGANIZATIONS ACCOUNT (0019203), AND $207.67 FROM THE CLUB SOCIAL ACCOUNT (0019205).

**RECORD OF BOARD VOTE:** ........ 13-0-0

3.4 **ACTION: CLUB SHOWCASE/END OF THE YEAR EVENT**

**MOTION:** Jared Moberg, Vice President of Activities- Canyon Country Campus

**SECOND:** Adrianna Vargas, Executive Vice President

**BACKGROUND:** Andrew Rodriguez will be buying inflatables, tables, and chairs for the upcoming Club Showcase/End of the Year Event. Two large inflatables will be purchased, which cost $505, and 40 tables and 80 chairs will also be purchased, which will cost around $500.

**COST:** Not to exceed $1100
RECOMMENDATION: **MOVE TO APPROVE $1100 FROM THE CULTURAL ACCOUNT**

**RECORD OF BOARD VOTE:** .......... 13-0-0

3.5 **ACTION:** RESOLUTION IN SUPPORT OF SB 850

**MOTION:** Adrianna Vargas, Executive Vice President

**SECOND:** Elizabeth Olivier, Canyon Country Campus Representative

**BACKGROUND:** The ASG will discuss SB 850 and will decide to support the bill by signing a resolution. SB 850 will make a pilot program that will allow community colleges to offer bachelor degrees in needed fields in the state, if it is passed by the state legislature.

- Officer Joslin presents the resolution from the Board of Trustees
- Read through the resolution and make changes for another meeting
- Support from ASG
- Bring any changes to the next meeting for approval of the second reading of the Resolution.

**RECOMMENDATION:** **MOVE TO APPROVE THE FIRST READING IN SUPPORT OF SB 850**

**RECORD OF BOARD VOTE:** .......... 13-0-0

3.6 **ACTION:** ASG EMPLOYEE AT CCC OR RENEW DISTRICT MOUS WITH COUGAR MENTOR AND CAMPUS ESCORTS

**MOTION:**

**SECOND:**

**BACKGROUND:**

**RECOMMENDATION:**

**RECORD OF BOARD VOTE:** .......... 0-0

3.7 **ASG OFFICER STIPENDS**

**MOTION:**

**SECOND:**

**BACKGROUND:**

**RECOMMENDATION:**

**RECORD OF BOARD VOTE:** .......... 0-0

3.8 **CULINARY CAPITAL ARTS CAMPAIGN**

**MOTION:**

**SECOND:**

**BACKGROUND:**

**RECOMMENDATION:**

**RECORD OF BOARD VOTE:** .......... 0-0

3.9 **FIRST READING OF ADMIN. PROCEDURES AND STANDING RULES**

**MOTION:** Mark De La Cruz, Social Student Involvement Coordinator II- Valencia

**SECOND:** Kendall Jackson, Public Affairs Officer

**BACKGROUND:** The Administrative Procedures and Standing Rules Committee has met and has discussed the editions and revisions needed to be made to both policies. A first reading of the procedures and rules has been made in order to go through a second reading and have it approved.

- Review any changes

**RECOMMENDATION:** **MOVE TO APPROVE THE SECOND READING OF THE ADMINISTRATIVE PROCEDURES AND STANDING RULES FOR ASG**

**RECORD OF BOARD VOTE:** .......... 13-0-0
4.0 Reports (Reports are limited to five (5) minutes)

4.1 Officer Reports-

4.1.1 Director Reports - None

4.1.2 Executive Vice President of Activities - Enoch Kim, Need help with tying water balloons

4.1.3 Vice President of Activities (Valencia) – Alex Medel, Open Mic Night is tomorrow and 10 people are performing

4.1.4 Vice President of Activities (Canyon Country) – Jared Moberg, Luau yesterday and student are enjoying it over at CCC

4.1.5 Social Student Involvement Coordinators (Valencia) – Nicholas Cruz, none

4.1.6 Social Student Involvement Coordinator (Canyon Country) - (VACANT)

4.1.7 Cultural Student Involvement Coordinators (Valencia) – Daniel Matook, Luau and breakfast had a good turnout and thank you to Lizzy

4.1.7 Cultural Student Involvement Coordinators (Valencia) – Andrew Rodriguez, none

4.1.8 Cultural Student Involvement Coordinator (Canyon Country) - (VACANT)

4.1.9 Public Affairs Officer- Kendall Jackson, One more display for the end of the year

4.1.10 Vice President of I.C.C- Christine Colindres, Last upcoming ICC Meeting

4.1.11 Officer of Marketing & Information - Collette Vartanian, none

4.1.12 Canyon Country Representative – Elizabeth Olivier, Utensils at CCC are there now and issues with CCC Café and must let them know of future events.

4.1.13 Student Trustee – Ryan Joslin, Next Board Meeting will pull item to ask how money will be generated and if parking will increase he will vote “No”. One student registered for Rock the Vote

4.1.14 Executive Vice President – Adriana Vargas, Grants done and will deliberate on Friday

4.1.15 President- Anaïs Amin, none

4.1.16 Student Services Specialist Report -Robin Herndon, none

4.1.17 Activities Advisor Report - Kelly Dapp, Keys need to be returned by June 3rd in order to get your refund back in a timely manner.

4.1.18 Advisor Report - Allison Korse-Devlin, absent

4.2 District Committees

<table>
<thead>
<tr>
<th>Committee</th>
<th>Student Representative</th>
<th>Chair</th>
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<tbody>
<tr>
<td>4.2.1 Academic Calendar</td>
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<tr>
<td>4.2.2 Academic Senate</td>
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<td></td>
<td>Enforcing no testing in adjunct offices; grade change policy- revisions. AB4226- student must set up an agreement with instructor if overlapping classes occurs</td>
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<td>4.2.3 Advocacy</td>
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<td>Building on hold through 5123 bond used for Science Building. Modernize the older structures. Bill 850- advocate for this bill (nursing). The pilot project costs get a lot of support. AB1906- campus rental increase.</td>
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<tr>
<td>4.2.4 Bookstore</td>
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<td>4.2.5 Campus Wellness</td>
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<td>4.2.6 College Planning Team</td>
<td>Dr. Dianne Van Hook</td>
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<td>4.2.7 Curriculum</td>
<td>Anais Amin</td>
<td>Anne Lowe</td>
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<td>4.2.8 DATATEL – Portal</td>
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<tr>
<td>4.2.9 Enrollment Management</td>
<td>Stephanie Valencia</td>
<td>Tammie Decker</td>
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</tbody>
</table>
4.2.10 Facilities Master Plan
4.2.11 Faculty Development
4.2.12 Food Services
4.2.13 Health and Safety
4.2.14 Measure M
4.2.15 PAC-B
4.2.16 Parking
4.2.17 Skills4Success
4.2.18 Safety Committee
4.2.19 Student Equality
4.2.20 Technology
4.2.21 Diversity

4.3 **Ad-Hoc Committees**

4.3.1 Accreditation Committee
Attended the first meeting and met with Dr. Buckley.

4.3.2 Capital Campaign

4.3.3 Culinary Arts Oven Christine Colindres-Segura and Kendall Jackson (Co-Chairs)

4.3.4 COC’s 45 anniversary

5.0 **Open Forum** None

6.0 **Announcement of the Next Meeting** - Wednesday, May 21\(^{st}\) 2014 at 2:15 p.m. [S-129]

7.0 **Adjournment [3:17 PM]**

*MOTION:* Mark De La Cruz, Social Student Involvement Coordinator II- Valencia Campus

*SECOND:* Alexandra Medel, Vice President of Activities- Valencia Campus

*Record of Board Vote:* ..........13-0-0