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>
<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

Subject 2.1 Approval of Agenda

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

Type ACTION

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

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
<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

Subject 3.1 Update on ASG Events and Advocacy Efforts
Meeting Mar 28, 2012 - Joint Meeting with the Associated Student Government
Type Information

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.
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.
3. ASG/BOARD OF TRUSTEES JOINT MEETING ITEMS

Subject: 3.5 Approval of New BP 3440 - Service Animals and Animals on Campus, First Reading

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

Type: ACTION

Recommended Action: Move approval of first reading of BP 3440 - Service Animals and Animals on Campus.

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

File Attachments:
- BP 3440 Service Animals.doc (30 KB)
- AP 3440 Service Animals.doc (40 KB)

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

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

**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

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
- 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
### 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

<table>
<thead>
<tr>
<th>File Attachments</th>
</tr>
</thead>
<tbody>
<tr>
<td><a href="attachment">BP 5902 - Academic Renewal.doc (29 KB)</a></td>
</tr>
</tbody>
</table>

### 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

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
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>Name</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>Name</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 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
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.

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>
</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
5. GENERAL

Subject: 5.1 HR - Public Hearing on the Part-Time Faculty United AFT Local 6262 Contract Re-Opener Proposal with the Santa Clarita Community College District

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

Type: Information

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

<table>
<thead>
<tr>
<th>Subject</th>
<th>5.2 HR - Presentation of the Santa Clarita Community College District Contract re-Opener Proposal with the College of the Canyons Part-Time Faculty United AFT, Local 6262 for 2012</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 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

Subject 5.3 Comments by Members of the Audience on Any Item NOT ON THE AGENDA

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

Type Report

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

<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>
<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

Subject 3.3 Update on Plans for Student Email Deployment
Meeting Mar 28, 2012 - Joint Meeting with the Associated Student Government
Type Information
Goals Technological Advancement

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.
### 3. ASG/BOARD OF TRUSTEES JOINT MEETING ITEMS

<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.
3. ASG/BOARD OF TRUSTEES JOINT MEETING ITEMS

<table>
<thead>
<tr>
<th>Subject</th>
<th>3.5 Approval of New BP 3440 - Service Animals and Animals on Campus, 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 3440 - Service Animals and Animals on Campus.</td>
</tr>
</tbody>
</table>

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

**File Attachments**
- BP 3440 Service Animals.doc (30 KB)
- AP 3440 Service Animals.doc (40 KB)

**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

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
3. ASG/BOARD OF TRUSTEES JOINT MEETING ITEMS

Subject 3.7 Approval of New BP 5907 - Add Deadlines for Courses, First Reading

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

Type ACTION

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

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

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

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

<table>
<thead>
<tr>
<th>Subject</th>
<th>4.1 IS - Approval of New and Modified Courses and Programs</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 the new and modified courses and programs as presented.</td>
</tr>
<tr>
<td>Goals</td>
<td>Teaching and Learning</td>
</tr>
</tbody>
</table>

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
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
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 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:

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

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.

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.
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.

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

- GEN - UCEN - CSULA Amendment-Biology.doc (36 KB)
### 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>
</tbody>
</table>

**Recommended Action**

Move Approval of ACTION/CONSENT items.

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

Subject 5.2 HR - Presentation of the Santa Clarita Community College District Contract re-Opener Proposal with the College of the Canyons Part-Time Faculty United AFT, Local 6262 for 2012

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

Type Information

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

#### Subject

<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>
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