The Board Meeting was called to order at 4:00 pm in HSLH-137 by Board President Michael Berger.

1. PRELIMINARY FUNCTIONS
1.1 Call to Order/Establishment of a Quorum - Public Comment on Closed Session Items

Mr. Berger called the meeting to order at 4:00pm, establishing a quorum. The Board moved to HSLH-136 for Closed Session.

2. CLOSED SESSION (HSLH-136)
2.1 Conference with Labor Negotiator (pursuant to Government Code §54957.6) Santa Clarita Community College District Representative: Dr. Michael Wilding College of the Canyons Faculty Association (COCFA)

2.2 Conference with Labor Negotiator (pursuant to Government code §54957.6) Santa Clarita Community College District Representative: Mr. Jim Schrage California Schools Employee Association (CSEA)

Those present in Closed Session were Berger, Fortine, Jenkins, MacGregor, Zimmer, Van Hook, Buckley, Coleal, Fiero, Gibbons, Schrage and Wilding.

3. REPORT OUT FROM CLOSED SESSION / OPEN SESSION ORGANIZATIONAL ITEMS
3.1 The Board of Trustees will report out from their Closed Session meeting and begin with the Open Session (public is welcome).

At 5:03pm, Mr. Berger reconvened the Open Session meeting to order. He noted the Board met in Closed Session from 4:00pm to 4:35pm, and no action was taken.

3.2 Flag Salute - Mr. Berger asked Mr. Jesse Munoz to lead the flag salute.

3.3 Approval of Agenda

Motion by Joan MacGregor, second by Steve Zimmer
Final Resolution: Motion Carries
Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Joan MacGregor, Steve Zimmer
Aye: Student Trustee - Ryan Joslin

3.4 Welcome to Guests/Recognition of Staff Representative(s)

Mr. Berger asked those present in the audience to introduce themselves.

3.5 Approval of Minutes – October 23, 2013, Joint Meeting with ASG Officers

Motion by the Board to approve the Minutes of October 23, 2013.

Motion by Joan MacGregor, second by Bruce Fortine
Final Resolution: Motion Carries
Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Joan MacGregor, Steve Zimmer
Aye: Student Trustee - Ryan Joslin

3.6 Recognition / "Up Close and Personal" ~ Future Business Leaders of America (FBLA) – Student Club
Recognition:
- Mr. Berger noted that later this month is Mr. Fortine's birthday, and Dr. Van Hook led everyone in the birthday song for him.
- Dr. Van Hook administered the Oath of Office to the three trustees who ran unopposed in the November general election - Mr. Berger, Mrs. MacGregor, and Mr. Zimmer.

Up Close and Personal:
Dr. Van Hook introduced this topic, noting the Future Business Leaders of America (FBLA) has been a part of COC for approximately 5 years. She introduced the advisor and Business Department Chair, Mr. Bob Maxwell. Mr. Maxwell distributed a one page handout (hereby made a part of these minutes by reference) and then introduced seven of the 17 members of the FBLA team that won first place in both divisions of the Business Case Analysis at the California State Fall Business Leadership Conference in Concord, CA in November. Each briefly addressed the Board, highlighting their experiences at the competition. There was a brief question and answer period, and the Board members congratulated the students and thanked them for being present at the meeting.

4. ORGANIZATIONAL MEETING
4.1 ORG - Election of Board Officers for 2014 (President)

Mr. Fortine nominated Ms. Jenkins as President for 2014.

Motion by Bruce Fortine, second by Steve Zimmer
Final Resolution: Motion Carries
Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Joan MacGregor, Steve Zimmer
Aye: Student Trustee - Ryan Joslin

Dr. Van Hook presented Mr. Berger with an engraved crystal piece, thanking him for his leadership, tireless efforts, and selfless service as Board president for the past 2 years. She noted that while the last few years have been challenging economically, we have been able to keep going without making cuts and we continue to generate new ideas, and Mr. Berger's positive attitude, flexibility and professionalism is a blessing and a benefit to the College and to the Board of Trustees.

Mr. Berger thanked everybody for allowing him to have two years in this position. He thanked the great team, including the faculty and staff that we have at COC, noting that everyone makes him proud and honored to be in this position at the College. He thanked Ms. Jenkins, noting her mentorship and continued support is unbelievable, Ms. Mayer for helping to keep him and the Board members current and on top of what's going on, and Dr. Van Hook, noting that working with her is unbelievable, and she is one of the most influential and strong woman in the state, and he has great respect for her and has enjoyed working with her.

The Board of Trustee members expressed their appreciation to Mr. Berger for serving as Board President for two years, adding that his excellence guidance and support has been wonderful.

4.2 ORG - Election of Board Officers for 2014 (Vice President)

Ms. Jenkins nominated Mr. Fortine to serve as Vice President for 2014.

Motion by Michele Jenkins, second by Joan MacGregor
Final Resolution: Motion Carries
Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Joan MacGregor, Steve Zimmer
Aye: Student Trustee - Ryan Joslin

4.3 ORG - Election of Board Officers for 2014 (Clerk)

Ms. MacGregor nominated Mr. Zimmer to serve as Clerk for 2014.

Motion by Joan MacGregor, second by Bruce Fortine
Final Resolution: Motion Carries
Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Joan MacGregor, Steve Zimmer
Aye: Student Trustee - Ryan Joslin

4.4 ORG - Election of Board Officers for 2014 (Secretary-Parliamentarian)

Motion to approve Chancellor Dianne Van Hook as Secretary-Parliamentarian to the Governing Board.

Motion by Joan MacGregor, second by Steve Zimmer
Final Resolution: Motion Carries
Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Joan MacGregor, Steve Zimmer
Aye: Student Trustee - Ryan Joslin

4.5 ORG - Approval of Board Meeting Dates for 2014
Move approval of meetings for the Board of Trustees on the 2014 calendar as discussed by the Board at the meeting.

Motion by Joan MacGregor, second by Bruce Fortine
Final Resolution: Motion Carries
Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Joan MacGregor, Steve Zimmer
Aye: Student Trustee - Ryan Joslin

4.6 ORG - Approval of Resolution No. 2013/2014-04: Certification of Signatures (District)
Move Approval of Resolution No. 2013/2014-04: Certification of Signatures (District).

Motion by Michele Jenkins, second by Steve Zimmer
Final Resolution: Motion Carries
Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Joan MacGregor, Steve Zimmer
Aye: Student Trustee - Ryan Joslin

4.7 ORG - Approval of Resolution No. 2013/2014-05: Certification of Signatures (Associated Student Government)

Motion by Joan MacGregor, second by Bruce Fortine
Final Resolution: Motion Carries
Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Joan MacGregor, Steve Zimmer
Aye: Student Trustee - Ryan Joslin

5. CONSENT CALENDAR
5.1 IS - Approval of New and Modified Courses and Program
5.2 IS - Approval of Amendment #2 to the Agreement Between Santa Clarita Community College District and Butte College for the Statewide Economic and Workforce Development Program (EWDP) for Grant Year 2013-14
5.3 BS - Approval of Purchase Order Schedule: November 2013 - 2014
5.4 BS - Approval of Travel Authorizations Schedule T 13/14-9
5.5 BS - Approval of Correction to the Santa Clarita Concessions Agreement for Vending Machine Services (Excluding Beverages)
5.6 PP - Approval of Notice of Completion for the Field Dugout and Locker Room Modernization Project
5.7 PP - Approval of Correction to Contract for the Administration/Student Services Construction Project (Framing, Drywall and Plaster)
5.8 PP - Approval of Addendum #01 to Contract for Field Dugout and Locker Room Modernization Project, Valencia Campus
5.9 PP - Ratification of Contract for Institute for Culinary Education (iCuE) Construction Project (R.C. Becker & Son, Inc.)
5.10 HR – Personnel Schedule – Academic, Classified and Management Personnel
5.11 HR - Classified Administrator Contract – Special Assistant to the Chancellor
5.12 HR - Approval of Instructional Service Agreement (ISA) for Education Services Between Santa Clarita Community College District and the Various Public Agencies
5.13 ID - Approval of Surplus Property Other Than Land In Accordance With Board Policy 6550 (Computer and Audio Visual Equipment)
5.14 ID - Approval of Agreement and Mutual Release Regarding Instructional Service Agreement Between Consolidated Fire Protection District of Los Angeles County and Santa Clarita Community College District
5.15 GEN - Approval of University Center Educational Program Agreement Amendment between the Santa Clarita Community College and National University

Motion to approve all Consent Calendar items on the Board agenda according to the Recommended Action on each item.

Motion by Joan MacGregor, second by Bruce Fortine
Final Resolution: Motion Carries
Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Joan MacGregor, Steve Zimmer
Aye: Student Trustee - Ryan Joslin

13. GENERAL (GEN)
13.1 GEN - Acceptance of Annual Gifts to the College of the Canyons Foundation for the Period July 1, 2012 through June 30, 2013

This item was moved forward on the agenda and was addressed following the Consent Calendar. Ms. Cathy Ritz and Mr. Murray Wood highlighted the annual gifts donated to the COC Foundation. Dr. Van Hook expressed her appreciation to these two individuals and noted that while many non-profit organizations have struggled recently, our Foundation continues to thrive and grow because of the leadership and passion of those involved.

Motion by Joan MacGregor, second by Bruce Fortine.
Final Resolution: Motion Carries
Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Joan MacGregor, Steve Zimmer, Student Trustee - Ryan Joslin

6. INSTRUCTIONAL SERVICES (IS)

6.1 IS - Approval of Payments for Supplementary Services for Full-Time Faculty; Information on Full-Time Faculty Reassigned Time, Overload and Extra Session Payments to Date 2013/14

Motion to Approve Payments for Supplementary Services for Full-Time Faculty for Fiscal Year 2013/14.

Motion by Joan MacGregor, second by Steve Zimmer
Final Resolution: Motion Carries
Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Joan MacGregor, Steve Zimmer
Aye: Student Trustee - Ryan Joslin

7. STUDENT SERVICES (SS) - See Consent Calendar.

8. BUSINESS SERVICES (BS)

8.1 BS - Approval of Resolution No. 2013/14-06: Approving 2013-14 State Education Protection Act (EPA) Funding and Expenditure Plan

Motion Approval of Resolution No. 2013/14-06: Approving 2013-14 State Education Protection Act (EPA) Funding and Expenditure Plan.

Motion by Michele Jenkins, second by Steve Zimmer
Final Resolution: Motion Carries
Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Joan MacGregor, Steve Zimmer
Aye: Student Trustee - Ryan Joslin

8.2 BS - Approval/Ratification of Budget Transfers

Motion to Approve/Ratify Budget Transfers as presented.

Motion by Steve Zimmer, second by Joan MacGregor
Final Resolution: Motion Carries
Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Joan MacGregor, Steve Zimmer
Aye: Student Trustee - Ryan Joslin

8.3 BS - Approval of 2014-2015 Budget Parameters

Move Approval of 2014-2015 Budget Parameters.

Motion by Steve Zimmer, second by Bruce Fortine
Final Resolution: Motion Carries
Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Joan MacGregor, Steve Zimmer
Aye: Student Trustee - Ryan Joslin

8.4 BS - Financial Report - Month ending October 31, 2013
The report was presented as information for the Board members.

9. PHYSICAL PLANT, FACILITIES & CONSTRUCTION (PP) - See Consent Calendar.

10. HUMAN RESOURCES (HR)

10.1 HR - Approval of Negotiated Collective Bargaining Agreement between the Santa Clarita Community College District and the Part-Time Faculty United - AFT Local 6262 for July 1, 2011 to June 30, 2014, and Salary Schedules 4, 5, 6, 7, 8, and 9

Motion to adopt the negotiated collective bargaining agreement between the Santa Clarita Community College District and the Part-Time Faculty United - AFT Local 6262 for July 1, 2011 to June 30, 2014, and Salary Schedules 4, 5, 6, 7, 8, and 9, with the correction to Appendix B (pages 54-57 only), as presented and distributed at the meeting.

Motion by Michele Jenkins, second by Steve Zimmer
Final Resolution: Motion Carries
Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Joan MacGregor, Steve Zimmer
11. INSTITUTIONAL DEVELOPMENT, TECHNOLOGY & ONLINE SERVICES (ID) - See Consent Calendar.

12. POLICIES and PROCEDURES (POL)
12.1 POL - Approval of Changes to Numbers in Existing Board Policies (BP 5900 to BP 4230 - Grading and BP 5902 to BP 4240 - Academic Renewal), First Reading

Motion to approve the changes to Numbers in Existing Board Policies (BP 5900 - Grading and BP 5902 - Academic Renewal to BP 4230 - Grading and BP 4240 - Academic Renewal), First Reading.

Motion by Joan MacGregor, second by Michele Jenkins
Final Resolution: Motion Carries
Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Joan MacGregor, Steve Zimmer
Aye: Student Trustee - Ryan Joslin

12.2 POL - Approval of Board Policy (BP) 1200 - District Mission, Second Reading

Move Approval of Board Policy (BP) 1200 - District Mission Statement, Second Reading.

Motion by Bruce Fortine, second by Steve Zimmer
Final Resolution: Motion Carries
Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Joan MacGregor, Steve Zimmer
Aye: Student Trustee - Ryan Joslin

12.3 POL - Approval of Board Policy (BP) 3250 - Institutional Planning, Second Reading

Move approval of BP 3250 - Institutional Planning, Second Reading.

Motion by Steve Zimmer, second by Bruce Fortine
Final Resolution: Motion Carries
Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Joan MacGregor, Steve Zimmer
Aye: Student Trustee - Ryan Joslin

12.4 POL - Approval of Modifications to Board Policies and Administrative Procedures - Section 2000 (Board of Trustees, Various), Second Reading

There was a short question and answer period on some of these BP/AP, which were addressed at the meeting. BP 2200 and 2015 needed further clarification, and will be brought back for a third reading in January.

Motion to approve Modifications to Board Policies and Administrative Procedures - Section 2000 (Board of Trustees, Various Policies), Second Reading, with the exception of BP/AP 2015 and BP 2200, which will be brought back for a third reading at the next meeting.

Motion by Joan MacGregor, second by Michele Jenkins
Final Resolution: Motion Carries
Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Joan MacGregor, Steve Zimmer
Abstain: Student Trustee - Ryan Joslin

13. GENERAL (GEN) - continued
13.2 Update on Legislation, Regulations and Board of Governors' Activities/Consultation Items

Mr. Harnish provided a brief PowerPoint for the Legislative update, hereby made a part of these minutes by reference, and he highlighted bills of interest to COC during the report.

14. REPORTS
14.1 Academic Senate Report
Dr. Alonso:
- The Academic Senate meeting will be held next week and they will not meet over the winter session.
- The Faculty is working on their Accreditation self-studies and writing efforts.
- Thanked the faculty for the time and effort they devote to students outside of the classroom.

14.2 Classified Senate Report - There was no report made.
14.3 Other Organizational/Committee Reports
Dr. Devlahovich:
- He is working to update the COCFA website weekly, and he showed the new site during the meeting (cocfaculty.org).

14.4 Board Liaison Committee Member Reports
Ms. MacGregor:
- The Scholarly Presentation Committee will be meeting tomorrow, and they received 11 applications for future presentations. This presentation in November was wonderful and Kathyrn Coleman did a great job.

Mr. Fortune:
- The Executive Board meeting for the Foundation was held, and the entire COC Foundation Board met for a social gathering on the Salt Creek patio.

14.5 Chancellor’s Report
Dr. Van Hook invited the administrators to provide reports.

Mr. Schrage:
- Before the next Board meeting on January 22, he suggested everyone should keep an eye on the west-facing hill of the campus near the freeway between now and then.

Dr. Theule:
- The Canyon Country Campus (CCC) has had great collaboration this semester with his colleagues to attend division meetings and working with various departments to meet new objectives and goals. Some highlights are that they have built 51 sections for winter intersession, and 320 proposed sections for spring, making it the largest semester ever. And 109 of 172 faculty members at the CCC teach solely at that campus (63% of faculty).
- The CCC website features some interesting information as well, and he noted that students have gone from 20% of students who are only at CCC to 44% of the students at CCC take their classes solely at that campus.

Mr. Harnish:
- PIO is promoting the winter session in many formats, and he asked everyone to watch their mailboxes for additional information.

Dr. Fiero:
- The Cultural Heritage Potluck was held in the UCEN lobby and it was a lot of fun and had some great food items. Ten ISP students were sponsored to make and bring dishes from their home countries. They made a great video which we will share with the Board at a future meeting.
- She attended the CCLC conference in Burlingame and it was enjoyable. She enjoyed Dr. Van Hook’s presentation and also provided a presentation of her own while there.
- Next Thursday is the COC holiday party in the East PE Gymnasium.

Dr. Wilding:
- Service-Learning is finishing up this semester, and they had just over 100 students involved in projects around the community.
- The EOPS/CARE book fair, donation and pancake breakfast will be held this Saturday at 9:00am.
- Career Services is sponsoring a "How to get a Job in a Community College" workshop, which is co-sponsored by HR and the WorkSource Center.

Dr. Gribbons:
- He will be bell ringing for the Salvation Army this Saturday from 10-2 at WalMart on Copperhill Road, and he encouraged everyone to come out to donate to this wonderful cause.

Dr. Buckley:
- Thanked the Board for their recognition of the Scholarly Presentation. It was his first time participating in this event, and noted it was an amazing way to recognize and enhance the good work of faculty members.
- There are many events around town where faculty and staff members will be participating around town over the next few weeks. Some highlights are:
  - Rebecca Edwards is a featured artist at the LA Arts Commission Exhibit in Los Angeles.
  - We received a $2500 donation from the TPC Art and Wine Gala last night for the Art Gallery.
  - We have partnered with our Early Childhood Education for an exhibit that runs through January 9th in the Art Gallery.
  - The Chamber singers performed at the Boys & Girls Club Festival
A GMD alumnus Antonio Diaz started a successful company called Life and Times that films local celebrity chefs.

- All performances of the production "Of Mice and Men" were sold out before the opening night.
- The Photo Department finished the culmination of the partnership project with the Getty Museum.
- There are many performances over the next 10 days featuring the dance department, music, jazz bands, and the Chancellor’s Holiday Cabaret.
- The recent Student Leadership Conference was very successful.
- We have been working to develop a GED testing center, and plan to bring a contract to the Board about this in January.

Ms. Coleal:

- She will be heading to Sacramento for the second state Chancellor's meeting with ACBO, and will continue their work on SB 361 and funding shortfalls and deficits.

Dr. Van Hook provided a PowerPoint presentation with photos and information on the following:

- The Scholarly Presentation was held on Nov. 14 and Ms. Coleman did a great job.
- The Flu Pod clinic held on November 15 was a success with 640 vaccines being administered.
- Our athletic teams are wrapping up for the fall season, and our teams did an exemplary job across the board!
- We received a grant for SB1070. The CTE Pathways Program in the amount of $1.3 million over three years will be used to increase the successful transition of CTE students from high schools to postsecondary education and careers.
- Our Economic Development Division is staying busy. Dr. Van Hook highlighted the new and exciting areas of focus, including grant applications, new Fast Track Machining cohorts, the WEDPAC Doing What Matters conference, ETI programs in the works, and the International Traffic in Arms Regulations (ITAR) session, which will offer training for aerospace and defense companies in December.
- The Chancellor's Circle Breakfast briefing will be held on December 6 and will feature Mr. Brian Keogle (COC Alumni and member of the COC Foundation Board), as he presents "Keeping Up with the Changing Laws in California."
- The EOPS Holiday Children's book festival will on December 9 from 9-11am. Join them for a pancake breakfast and watch as the children get to pick out new books to take home.
- Renard Thomas (Director, Veteran's and Re-Entry Center) will be honored at the Builder’s Ball in February 2014 - congratulations, Renard!
- There are many student performances for the holiday season over the next couple of weeks, including dance, symphony, choirs and jazz bands.
- The CCLC Partner's conference was really good this year. Dr. Fiero did a great job on her presentation on Basic Skills, and Dr. Van Hook thanked Mr. Harnish for his help on the "Ripple Effect" presentation she presented, as well as the Jeopardy game at the beginning of it. She noted there was a good turnout and she received nice feedback, including requests to present again at other conferences in the state next spring.
- She has been working with three different college districts to offer help, guidance and/or resources on:
  - Establishing an International Students Program at one district,
  - Re-establishing another college’s Economic Development program, and
  - Providing guidance on HR Policy issues for another district.

14.6 Reports and/or Announcements by Board Members, Student Trustee and/or Staff on Meetings and Conferences Attended

Student Trustee Joslin:

- ASG and many clubs on campus have held some very "giving" events, including a food drive for the SCV Food Pantry where over 285 items were donated by students.
- ASG held a drive for the people affected by the typhoon in the Philippines, and shipped two large boxes to them with food, toiletries and other needed items.
- The ASG also collected two boxes of food which was donated to the SCV Family Promise.
- Students were asked to help vote for which toys ASG would purchase for Toys for Tots, and they ultimately opted to give a bike for the boys and a play kitchen for the girls. They had over 800 items donated to the Michael Hoefflin Foundation as well. It was great to see so many students giving so selflessly.
- ASG hosted social events, including an International Affair in the Student Center with booths, food and games representing different countries.
- Last Monday, ASG hosted an event to celebrate "World's Awareness Day."
- The ASG officers are looking forward to the potluck dinner next Wednesday with the Board members.

Ms. MacGregor:

- The Zonta dinner honored Marlee Lauffer this year, and it was a nice evening.
- She and her husband attended the Veteran's Day Memorial Service hosted by the City of SCV, and it was a very patriotic day.
- She was invited to attend Wendy Brill's class where her photography students were presenting their service-learning projects. They were wonderful and she enjoyed the opportunity to learn about their projects.
- She attended the Farmer's Market, Street fair and food trucks on campus last weekend. It was a lot of fun and was very busy.
The CCLC conference in Burlingame was nice, and she enjoyed hearing from Chancellor Brice Harris. She also attended some interesting workshops and she briefly reviewed those workshops. She appreciates attending these conferences, getting to know other trustees and learning what challenges other colleges are facing and how they are handling them, as well as their plans for the future.

Mr. Fortine:
- He had an opportunity to meet with Supervisor Michael Antonovich to discuss things going on at COC and in the community.
- The Zonta dinner was very nice.
- Immediately following the Zonta event, he went to the 238th birthday of the Marine Corp in Las Vegas. It was very prestigious and impressive.
- He attended the Veteran’s Day ceremony with the City and noted it was very nice.
- He was in attendance at the CCLC conference.
- Yesterday, the City of Santa Clarita hosted the Tourism Bureau holiday mixer at Salt Creek Grille.
- This year’s Festival of Trees was another incredible event, and they had 35 amazing trees on display.

Mr. Zimmer:
- He was able to go to the COC Bookstore and purchased the Tinkerbell book signed by the author and Adjunct professor, Mindy Johnson (from our Media Arts Entertainment department).
- The CCLC workshops were good, and he briefly highlighted the sessions he attended. In particular, he discussed a new program, 2+2+3, which is for minority students (under-represented) students trying to obtain law degrees. He noted COC is planning to apply for this competitive program to be one of the 20 community colleges selected. He is going to help by preparing a recommendation letter of support for the application.
- The SS/Admin building is coming along nicely, as is the I-Cue facility, which was pouring concrete today. He also stopped at the TLC, which was packed with students, especially this time of the year.
- The COC Foundation holiday party was held after their last meeting, and it was a nice event and opportunity to socialize and network with others. The Foundation has had a great year.

Ms. Jenkins:
- She has been attending many of the same events as her colleagues.
- She went to the City-sponsored Veteran’s Day at the memorial plaza, which was standing room only and very nice.
- The CCLC conference was good, and she enjoyed Ms. Fiero's presentation. She was unable to attend Dr Van Hook's presentation. She was unable to attend Dr Van Hook’s presentation, but she encouraged others to attend and she heard back from several of them that it was very good.
- She was contacted by a doctoral student from the University of LaVerne who was asking for feedback from trustees on what they thought made an "excellent" district and the overall role of a trustee.

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

There were no additional comments made.

14.8 New/Recap of Requests Made During the Meeting by Board Members (to have an item placed on a future agenda)

There were none.

15. ANNOUNCEMENTS OF NEXT MEETING / ADJOURNMENT
15.1 Tentatively Scheduled for Wednesday, January 22, 2014 - Business Meeting, 4:00pm Closed Session, 5:00pm Open Session

Mr. Berger confirmed the next Business meeting would be held on January 22, 2014. He wished everyone a happy holiday season.

There being no further business, the meeting was adjourned at 7:05pm.
SANTA CLARITA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Business Meeting
Wednesday, October 9, 2013
(Approved November 5, 2013)

Members present
Michael Berger, Bruce Fortine, Michele Jenkins, Joan MacGregor, Steve Zimmer, Student Trustee - Ryan Joslin

Others present:
Michael Wilding, Sharlene Coleal, Diane Fiero, Jerry Buckley, Barry Gribbons, Jim Schrage, Eric Harnish, Edel Alonso

The Board Meeting was called to order at 4:04 pm in Rooms 701/702 at the Canyon Country Campus by Board President Michael Berger.

1. PRELIMINARY FUNCTIONS
1.1 Call to Order/Establishment of a Quorum
Mr. Berger called the meeting to order at 4:04 pm, and noted all Board members were present. He welcomed Dr. Barry Gribbons as the Administrator in Charge on Dr. Van Hook’s behalf while she is out of town.

1.2 The Board of Trustees will begin with the Open Session (public is welcome).

1.3 Flag Salute - Mr. Berger asked Dr. Ryan Theule to lead the flag salute.

1.4 Approval of Agenda
Motion by Steve Zimmer, second by Bruce Fortine.
Final Resolution: Motion Carries
Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Joan MacGregor, Steve Zimmer
Aye: Student Trustee - Ryan Joslin

1.5 Welcome to Guests/Recognition of Staff Representative(s)
Mr. Berger thanked Dr. Theule for his hospitality in hosting the Board meeting at the CCC, welcomed those present in the audience and asked everyone to introduce themselves.

1.6 Approval of Minutes of September 18, 2013 - Board Self-Evaluation Workshop
Motion by Bruce Fortine, second by Michele Jenkins.
Final Resolution: Motion Carries
Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Steve Zimmer
Aye: Student Trustee - Ryan Joslin
Abstain: Joan MacGregor

1.7 Recognition
Mr. Berger announced that this Friday is Ms. MacGregor’s birthday, and everyone sang the birthday song to her.

2. CONSENT CALENDAR
2.1 IS - Approval of New and Modified Courses and Program
2.2 SS - Approval of Sub-Award Contract Between San Francisco City College NSF Center (MPICT) and College of the Canyons (NSF CREATE)
2.3 SS - Approval of NSF ATE CREATE Renewable Energy Center Contract with the Meister Consultants Group, Inc. for the United States - Germany Faculty Learning Project
2.4 BS - Approval of Purchase Order Schedule September 2013 - 2014
2.5 BS - Approval of Travel Authorizations Schedule T 13/14-6
2.6 BS - Approval of Issuance of Additional American Express Corporate Card
2.7 BS - Approval of Amendment No.1 Between the Santa Clarita Community College District and First Class Vending, Inc.
2.8 BS - Approval of Annual Financial and Budget Report CCFS311 for Actual Year 2012-13 and Budget Year 2013-14
2.9 PP - Approval of Notices of Completion (Various Projects)
2.10 PP - Approval of Change Orders for the Student Services / Administration Building Construction Project
2.11 PP - Approval of Addendum #03 to the Contract for Geotechnical Services for the Administration/Student Services
Motion to approve all Consent Calendar items on the Board agenda according to the Recommended Action on each item.

Motion by Bruce Fortine, second by Steve Zimmer.
Final Resolution: Motion Carries
Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Joan MacGregor, Steve Zimmer
Aye: Student Trustee – Ryan Joslin

3. INSTRUCTIONAL SERVICES (IS)
3.1 IS - Approval of Payments for Supplementary Services for Full-Time Faculty; Information on Full-Time Faculty Reassigned Time, Overload and Extra Session Payments to Date 2013/14

Motion to Approve Payments for Supplementary Services for Full-Time Faculty for Fiscal Year 2013/14.

Motion by Joan MacGregor, second by Bruce Fortine.
Final Resolution: Motion Carries
Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Joan MacGregor, Steve Zimmer
Aye: Student Trustee - Ryan Joslin

3.2 IS - Ratification of Contract between Santa Clarita Community College District and the City of Santa Clarita, Delivery of Services at the Santa Clarita WorkSource Center

Move ratification of Contract between Santa Clarita Community College District and the City of Santa Clarita, Delivery of Services at the Santa Clarita WorkSource Center.

Motion by Bruce Fortine, second by Student Trustee - Ryan Joslin.
Final Resolution: Motion Carries
Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Joan MacGregor, Steve Zimmer
Aye: Student Trustee - Ryan Joslin

4. STUDENT SERVICES (SS) - See Consent Calendar.

5. BUSINESS SERVICES (BS) - See Consent Calendar.

6. PHYSICAL PLANT, FACILITIES & CONSTRUCTION (PP) - See Consent Calendar.

7. HUMAN RESOURCES (HR) - See Consent Calendar.

8. INSTITUTIONAL DEVELOPMENT, TECHNOLOGY & ONLINE SERVICES (ID) - See Consent Calendar.

9. POLICIES and PROCEDURES (POL) - None.

10. GENERAL (GEN)
10.1 Update on Legislation, Regulations and Board of Governors' Activities/Consultation Items

Mr. Harnish provided a update (via PowerPoint) on Legislation and bills of interest. His presentation is hereby made a part of these minutes by reference.

11. REPORTS
11.1 Academic Senate Report
Dr. Alonso:

- The Academic Senate, after a year and a half of work, has approved a Resolution on Faculty and Student Learning Outcomes. (SLOs). It was developed in response to a request in a section of the Accreditation report. She read the approved Resolution to the Board members.
- They are pleased to have two new transfer degrees, which were approved on tonight’s agenda (Geology and Political Science for Transfer).
- Thanked those who attended the Oktoberfest event last week. They sold 85 tickets prior to the event and they are awaiting the final numbers as to how much was raised for the Emeriti scholarship. Everyone had a great time.
- The Academic Senate meets tomorrow, and everyone is welcome to attend.
The faculty is participating in all the Standard Committees for the Accreditation process.

11.2 Classified Senate Report
There was no report made.

11.3 Other Organizational/Committee Reports
There were no reports made.

11.4 Board Liaison Committee Member Reports
Mr. Fortine noted the Foundation held their meeting on September 24, and they are preparing for the annual retreat in October.

11.5 Chancellor's Report
Dr. Theule provided the Chancellor's Report on Dr. Van Hook's behalf, with a PowerPoint presentation and photos on the following:

- Activities and events at the CCC, current and forthcoming, including:
  - Humanities Literary Reading with Author Alan Kaufman had 80 people in attendance and was very well received.
  - The Star Party will be held this Friday night in the amphitheater.
  - A Fall Festival and Movie Night is coming on November 1 and will feature activities for the kids, crafts, face-painting, food, and the screening of "E.T." in the amphitheater. Everyone is welcome to bring their friends and family, lawn chairs and blankets for a fun evening.
  - The Battle of the Bands will be an outdoor concert event in May 2014.
  - Community Education is planning a series of courses planned for Saturdays, beginning in January 2014.
  - They plan to have a variety of art and music on campus next spring.
  - Enrollment at CCC has almost 5,400 unique students this semester, with 44% of them taking classes exclusively at CCC.
  - CCC offers 314 sections, representing the largest semester ever with 10,350 seats (up 1200 seats since last fall).
  - Just over 32,000 unique students have attended CCC since 2007.
  - They have the largest winter 2014 session planned, with an increase of 33 sections over winter 2012.
  - The Sustainability Center and SCEEC will be hosting the "Green Up" Environmental Leadership conference on Oct 12 from 9-3pm in the UCEN. A variety of workshops and discussions on environmental issues and awareness will be held, along with solar powered remote controlled cars, an exhibit of solar and hybrid vehicles and Placerita Nature Center will be on site with some animals.
  - COC has been included among the honorees for the 2013 State Bar of California Education Pipeline Diversity Award with the Department of Fair Employment & Housing. Dr. Buckley will be traveling to San Jose on Oct 12 to receive this award for COC.
  - The Chancellor's Business Council Symposium was held on Sept 20 and over 100 people attended the breakfast and sessions presented on the topic of "State and Economic Impact of Commercial and Residential Real Estate Here in the SCV."
  - Dr. Patty Robinson did a great job coordinating this year's Instructional Deans' Conference, which was held on Sept 26. Approximately 100 deans from around the state attended and several wonderful guest speakers were there, including Dr. Jack Scott.
  - College2Career Day was held on Sept 28 and an estimated 2,000 people attended to explore potential career choices. Over 25 departments at COC and their staff members were on hand to answer questions and provide hands on experience.
  - Meet the Grant Makers was held on Oct 4 and 35 people attended. It provided networking opportunities between non-profit organizations and wonderful panel speakers as well.
  - This year's Oktoberfest to raise money for the Emeriti Scholarship was a big success! It was held Oct 4, and had a great mixture of COC family members in attendance with good food, drink and door prizes.
  - Our Athletic teams are doing well this season, and they are representing COC in fine fashion!
  - Dr. Van Hook is enjoying some time in Lake Tahoe and has sent many of us beautiful fall color photographs (and some were shown at the meeting).
  - The COC Family lost a member due to the passing of Mr. Michael Brezina, the Assistant Director, Management Information Systems (MIS). He will be remembered for his hard work in his department, and his great sense of humor, and we will miss him.

Mr. Schrage and Ms. Fiero had nothing additional to report.

Dr. Buckley:

- We are already seeing some healthy enrollments in our fall late start classes, which is great news. He thanked those
involved for helping to put this together.

Ms. Coleal:
- She has been traveling to Sacramento for ACCCA and an Accreditation workshop with the ACBO Board. She has been elected as the chair for the ACBO Board and will attend the conference later this month. Assemblyman Wilk is keynote speaker and Dr. Van Hook will provide a welcome address.

Mr. Harnish:
- Shared the good news that Mr. Jesse Munoz (PIO staff) and his wife are expecting their first child next spring.

11.6 Reports and/or Announcements by Board Members, Student Trustee and/or Staff on Meetings and Conferences Attended.

Mr. Joslin:
- ASG held a breast cancer awareness event, painting messages on canvases, and it was a big success.
- He and ASG President Fernando Vasquez met to help plan the Joint Board meeting with the ASG officers on October 23. They are looking forward to the meeting.
- Next weekend, ASG is attending the statewide conference for student governments in community colleges for leadership and advocacy training. ASG Advisor Allison Devlin and last year's ASG President Michael Kramer will be presenting a session at the conference on student advocacy efforts and how to get students involved.
- The ASG officers are voting to help fund re-fillable water bottle stations on campus with ASG funds.

Mr. Zimmer:
- Attended the Chancellor's Circle Business Symposium, noting it was great to hear from local realtors.
- Had the opportunity to see the men's soccer team win a match, as well as the women's volleyball team.
- He had met Mike Brezina at the MIS open house a while back and noted that Mike had impressed him with his knowledge of our servers and the work that is done in MIS. He had passion for his job, and brought that to the workplace and shared it with those around him.

Ms. Jenkins:
- Was in attendance at Oktoberfest and had a chance to talk with the coaches. She was thrilled to have won a door prize, too!

Ms. MacGregor:
- Also attended the Oktoberfest and enjoyed the games they had, as well as the door prizes. This event is for a good cause and it was nice to see many people there.
- Thanked Dr. Gribbons for the Fact Books and Fact Sheets. She requested an additional 20-25 Fact Sheets as it is something she uses and hands out to people in the community.
- Inquired if she and possibly her fellow trustees could meet with Dr. Gribbons and have a training opportunity to learn more about ISAs.
- She was sorry she was not able to make it to the Sept 18 Board self-evaluation meeting.

Mr. Fortine:
- Was at the monthly VIA and Chamber lunches.
- Went to the Veteran's Italian Dinner and Movie night.
- The Life as Art champagne reception in the Art Gallery was very nice and it was interesting to learn more about the artwork.
- Attended the Chancellor's Business Symposium event.
- Was at the Michael Hoefflin Foundation "Evening Under the Stars" event, which is always very nice.
- The Capital Campaign committee for the Culinary Arts building held a meeting, and they have some solid commitments in the queue.
- The statewide Dean's Conference was very nice, and he enjoyed hearing Dr. Jack Scott's comments as the guest speaker. He also appreciated Dr. Buckley's comments as well.
- This year's Latino Chamber dinner was well attended, and his wife Gloria is the co-chair of the event.
- He went to the Leaders of Character Dinner and Awards at the Hyatt.
- The LARC ranch held a fundraising barbeque, which was also well attended.
- He traveled to Del Mar and attended the CSBA conference. Assemblyman Rocky Chavez was the keynote speaker, and Mr. Fortine invited him to visit COC.
- The Rubber Ducky event and fundraiser was a big success.
- He went to McKeon's grant workshop, and the people from the Annenberg Foundation did a great job at the event.
- He took a tour of the TLC with representatives from the Hart District and the community. James Glapa-Grossklag, Jerry Buckley and John Makevich were incredibly helpful in explaining online classes and how they work with technology. Those in attendance were very impressed with the college and what we have to offer. Following that, they had a presentation from Tim Baber in the welding department.
11.7 Comments by Members of the Audience on Any Item NOT ON THE AGENDA

- A Request to Speak form was filled out by Mr. Robert Sklenar, President of the Santa Clarita Runners Club. Mr. Sklenar addressed the Board, and expressed his condolences to the COC Family on the passing of Brezina. He discussed the Club's application that has been submitted, per Civic Center guidelines, and the use of the COC track and stadium by their organization. Dr. Gribbons noted he appreciated the interest from their group and that COC is working to address ways to meet the community's needs.

- Mr. Gary Sornborger, who was present in the audience, introduced three of his Automotive Technology Program students. They noted that they like their program and classes, and appreciate having this opportunity at the Canyon Country Campus.

11.8 New/Recap of Requests Made During the Meeting by Board Members (to have an item placed on a future agenda)

- Ms. MacGregor requested an informational meeting on the topic of ISAs for any Board members wishing to learn more about them.

12. ANNOUNCEMENTS OF NEXT MEETING / ADJOURNMENT

12.1 Wednesday, October 23, 2013 - Joint Meeting with the Associated Student Government/Business Meeting, Open Session - 2:30 pm, HSLH-137.

Mr. Berger announced the next Board meeting will be held at 2:30pm on the Valencia Campus. This will be a Joint meeting with the ASG officers.

There being no further business, the meeting was adjourned in memory of Mr. Michael Brezina at 5:14pm.