

**SANTA CLARITA COMMUNITY COLLEGE DISTRICT**  
**BOARD OF TRUSTEES**

**BUSINESS MEETING**  
**WEDNESDAY, JANUARY 19, 2005**  
**MINUTES**

The Business Meeting of the Board of Trustees of the Santa Clarita Community College District was called to order on Wednesday, January 19, 2005, by President Joan MacGregor, in the Staff Dining Room of the Student Center, College of the Canyons, 26455 Rockwell Canyon Road, Santa Clarita, California.

Members Present: Mr. Bruce D. Fortine  
Mrs. Michele R. Jenkins  
Mrs. Joan W. MacGregor  
Mr. Ernest L. Tichenor  
Mr. Steven Vanover, Student Trustee

Members Absent: Mr. Ronald E. Gillis (out of town)

Others Present: Dr. Dianne Van Hook, Superintendent-President  
Ms. Sharlene Coleal, Vice President, Business Services  
Dr. Michael Wilding, Interim Asst. Superintendent/VP, Student Services  
Dr. Barry Gribbons, VP, Institutional Development, Technology & Online Services/  
Interim Asst Superintendent  
Dr. Carole Long, Interim VP, Instruction and Community Extension  
Ms. Diane Fiero, Vice President, Human Resources  
Mr. Michael Dermody, President, Academic Senate (departed 10:03pm)  
Ms. Lynne Mayer, Administrative Assistant/Classified Coordinating Council

Special Presenters: Ms. Daylene Meuschke, Sr. Research Analyst/Co-Chair, Student Equity Plan  
Committee  
Ms. Edel Alonso, Counselor/Member, Student Equity Plan Committee  
Ms. Heidi White, Auditor, Vavrinek, Trine, Day & Co., LLP

President MacGregor declared a quorum and called the meeting to order at 5:40 p.m.

**QUORUM  
ESTABLISHED  
(1.1)**

The Board moved to Closed Session to discuss the following:

- 1.2a Conference with Legal Counsel – Existing Litigation  
Carl vs. Coast Community College District, et al (Santa Clarita CCD)  
*(pursuant to Government Code §54956.9(a))*
- 1.2b Public Employee Discipline/Dismissal/Release  
*(pursuant to Government Code §54957)*
- 1.2c Charges or Complaints Against a Public Employee: one case  
*(pursuant to Government Code §54957)*
- 1.2d Conference with Labor Negotiator  
Santa Clarita Community College District Representative:  
Dr. Michael Wilding  
College of the Canyons Faculty Association (COCFA)  
*(pursuant to Government Code §54957.6)*
- 1.2e Conference with Labor Negotiator  
Santa Clarita Community College District Representative:  
Dr. Michael Wilding  
Part Time Faculty United-AFT Local 6262  
*(pursuant to Government Code §54957.6)*

**CLOSED SESSION  
(1.2)**

**Board of Trustees Minutes – Business Meeting  
January 19, 2005**

2004/05-64

- 1.2f Conference with Labor Negotiator  
Santa Clarita Community College District Representative: Mr. Jim Schrage  
California Schools Employee Association (CSEA)  
*(pursuant to Government Code §54957.6)*
- 1.2g Conference with Real Property Negotiator  
Property: Sierra Highway between Sand Canyon Road and Soledad  
Canyon Road  
Agency Negotiators: Dr. Dianne Van Hook and Mr. Jim Schrage  
Negotiating Parties: Mr. Bob Kellar and Mr. Marty Kovacs  
Under Negotiation: Price and Terms of Payment  
*(pursuant to Government Code §54956.8)*

**CLOSED SESSION  
(1.2) con't**

Those present in Closed Session were Coleal, Fiero, Fortine, Jenkins, Long, MacGregor, Schrage, Tichenor, Van Hook, and Wilding. Mr. J. Michael Declues, attorney Declues & Burkett, LLP, was present for item 1.2a.

The Board returned to Open Session at 7:50 pm. President MacGregor announced the Board took no action in Closed Session.

President MacGregor asked Mr. Dermody to lead the flag salute.

**FLAG SALUTE  
(1.3)**

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

**WELCOME GUESTS  
(1.4)**

The Board moved approval of the Agenda for the meeting

**APPROVAL OF AGENDA  
(1.5)**

Motion: Jenkins                      Second: Tichenor                      Record of Board Vote: 4-0  
Student Trustee:                      Aye

The Board moved approval of the Minutes of 12/01/04 as follows:

**APPROVAL OF MINUTES  
(12/01/04)  
(1.6)**

Motion: Tichenor                      Second: Fortine                      Record of Board Vote: 4-0  
Student Trustee:                      Aye

Dr. Van Hook recognized staff for outstanding efforts as follows:

**RECOGNITION/  
INFORMATION  
(1.7)**

- ✓ The local Red Cross thanked the College for serving as an evacuation site for over 100 people in the wake of the heavy rains. We are extending their stay through the coming weekend. Recognition goes to PIO, Athletics, Security, Maintenance & Custodial, Computer Support Services, and Instruction for their help in having the evacuees on our campus.
- ✓ The Canyon Country Educational Center was approved by CPEC in December. Recognition goes to Jim Schrage, Barry Gribbons, Sharlene Coleal, Eric Harnish and the Site Selection Committee, which includes Ms. MacGregor, for the roles they played in getting this center approved.
- ✓ The COC Football team is to be commended for a perfect 14-0 record and for winning the state and national championships last December. Coach Chuck Lyon was on hand to receive congratulations on his and the team's achievements. Coach Lyon was named National Coach of the Year (JCfootball.com and Juco Football Network), State Coach of the Year (California Community College Football Coaches Association), and Conference Coach of the Year (Western State Conference).
- ✓ Mr. Jim Schrage's hockey team/club, initiated 4 seasons ago, has transferred the entire first line to other colleges mid-year!

**Board of Trustees Minutes – Business Meeting  
January 19, 2005**

**2004/05-65**

President MacGregor announced that beginning at the February 9 meeting, we will begin an “Up Close & Personal” section during this time. Department heads, faculty members, etc, are being encouraged to give a 5-minute presentation highlighting their department (curriculum, staff, goals, etc.).

The Board moved approval of the Consent Calendar as noted below:

**CONSENT CALENDAR  
(2)**

- 3.1 Approval of Payments for Supplemental Services
- 5.1 Approval of Purchase Order Schedule PO 2004/05-06
- 5.2 Approval of Travel Authorizations Schedule T 2004/05-07
- 5.3 Approval of Mileage Rate: Increase to 40.5¢ per Mile Effective January 1, 2005
- 5.4 Ratification of Addendum to Agreement Between Santa Clarita Community College District and Blackbaud, Inc.
- 6.1 Approval of Change Order for Upgrade of Underground Fuel System (Hazardous Substance Removal) Project
- 6.2 Approval of Change Order for the Classroom/High Tech Building Construction Project
- 6.3 Approval of Change Orders for Music/Dance Lab Construction Project
- 6.4 Approval of Notice of Completion for the Upgrade of Underground Fuel System (Hazardous Substance Removal)
- 6.5 Approval of Notice of Completion for the Warehouse Expansion Project
- 6.6 Ratification of Notices of Contract Completion for Performing Arts Center
- 6.7 Approval of Contract to Upgrade Campus Security System
- 6.8 Approval to Award Contract for Classroom/High Tech Building Construction Project (Telecommunications Infrastructure)
- 7.1 Approval of Personnel Schedule PERS 2004/2005-10
- 8.1 Approval of Agreement Between Santa Clarita Community College District and Equipment Capital Consulting, Inc.
- 8.2 Approval of Agreement Between Santa Clarita Community College District and Hershey Systems
- 8.3 Adoption of Resolution 2004/05-13: Authorization to Lease Automated Transcript Evaluation Equipment from Equipment Capital Consulting, Inc.
- 8.4 Ratification of Agreement Between the Santa Clarita Community College District and the Hyatt Valencia for Expanding Business with China Conference
- 8.5 Approval of Agreement Between the Santa Clarita Community College District and Cerritos College CACT
- 8.6 Approval of Addendum Between Santa Clarita Community College District and Riverside Community College District for California Alliance for Digital Manufacturing Grant
- 8.7 Approval of Agreement Between the Santa Clarita Community College District and Medtronic MiniMed
- 8.8 Adoption of Resolution 2004/05-14: Certification and Board Resolution for Employment Training Panel

Motion: Jenkins

Second: Fortine

Record of Board Vote: 4-0  
Student Trustee: Aye

**Board of Trustees Minutes – Business Meeting  
January 19, 2005**

2004/05-66

This item was moved up on the agenda. Ms. Daylene Meuschke and Ms. Edel Alonso, Co-Chair and member of the Student Equity Plan Committee, respectively, presented the Board with information on the Student Equity Plan. A copy of this report is hereby made a part of these minutes as if fully set forth herein. The Board moved Approval of the Student Equity Plan.

**APPROVAL OF  
STUDENT EQUITY PLAN  
(8.9)**

Motion: Jenkins                      Second: Fortine                      Record of Board Vote: 4-0  
Student Trustee:                      Aye

This item was also moved up on the agenda. Ms. Heidi White, auditor, Vavrinek, Trine & Day was present at the meeting and provided an overview of the audit of the district, addressing the fact that our annual audit has no findings. The Board moved Acceptance of Annual Audit for Fiscal Year Ending June 30, 2004.

**ACCEPTANCE OF  
ANNUAL AUDIT FOR  
FISCAL YEAR ENDING  
JUNE 30, 2004  
(5.5)**

Motion: Fortine                      Second: Tichenor                      Record of Board Vote: 4-0  
Student Trustee:                      Aye

Ms. Heidi White also provided information about this report to the Board. The Board moved Acceptance of Measure C General Obligation Bonds with Independent Accountant's Report on Applying Agreed-Upon Procedures for the Fiscal Year Ending June 30, 2004.

**ACCEPTANCE OF  
MEASURE GO BONDS  
WITH INDEPENDENT  
ACCOUNTANT'S  
REPORT ON APPLYING  
AGREED-UPON  
PROCEDURES FOR THE  
FY ENDING 06/30/04  
(5.8)**

Motion: Jenkins                      Second: Tichenor                      Record of Board Vote: 4-0  
Student Trustee:                      Aye

The Board moved Approval of Budget Parameters for Fiscal Year 2005/2006.

**APPROVAL OF BUDGET  
PARAMETERS FOR  
FISCAL YEAR 2005/2006  
(5.6)**

Motion: Tichenor                      Second: Fortine                      Record of Board Vote: 4-0  
Student Trustee:                      Aye

The Board moved Approval/Ratification of Budget Transfers.

**APPROVAL/  
RATIFICATION OF  
BUDGET TRANSFERS  
(5.7)**

Motion: Fortine                      Second: Vanover                      Record of Board Vote: 4-0  
Student Trustee:                      Aye

The Board received the Financial Report – Month Ending November 30, 2004 as information.

**FINANCIAL REPORT –  
MONTH ENDING  
NOVEMBER 30, 2004  
(5.9)**

The Board was presented with an Update on Intercollegiate Athletics and Title IX status by Dr. Michael Wilding. A copy of the report is hereby made a part of these minutes as if fully set forth herein.

**UPDATE ON  
INTERCOLLEGIATE  
ATHLETICS & TITLE IX  
(4.1)**

Dr. Van Hook provided information of the revenue received for buildings that have been built on campus since 1974 and where the money came from (local bond-\$99,970,300, state GO bond-\$96,933,000, locally funded-\$19,415,000). Mr. Schrage gave an overview of the plans for the PE addition. The Board moved Approval of Contract for Executive Architect for the PE Addition and Tennis Courts Construction Project to Flewelling & Moody Architects in the amount of \$312,705.

**APPROVAL OF  
CONTRACT FOR  
EXECUTIVE ARCHITECT  
FOR THE PE ADDITION  
AND TENNIS COURTS  
CONSTRUCTION  
PROJECT  
(6.9)**

Motion: Tichenor                      Second: Jenkins                      Record of Board Vote: 4-0  
Student Trustee:                      Aye

**Board of Trustees Minutes – Business Meeting  
January 19, 2005**

2004/05-67

The Board moved Approval of Contract for Architecture/Engineering Services for Chemistry Lab Spaces Remodel (L-304) with Leo A. Daly & Associates.

Motion: Tichenor

Second: Fortine

Record of Board Vote: 4-0  
Student Trustee: Aye

**APPROVAL OF  
CONTRACT FOR ARCHI-  
TECTURE/ENGINEERING  
SERVICES FOR  
CHEMISTRY LAB  
SPACES REMODEL  
(6.10)**

Dr. Van Hook reported that:

- ✓ A new “What They’re Saying” newsletter (summary of legislative news) has been prepared by Mr. Eric Harnish. (It was distributed to the Board members).
- ✓ She sent a welcome letter to our new assemblywoman, Ms. Audra Strickland.
- ✓ Mr. Harnish is working on setting up appointments with legislators for the coming trip to Sacramento in conjunction with the CCLC Trustee Conference.
- ✓ The San Diego Community College District has organized an under-funded district caucus meeting, which will be held during the Trustee Conference in Sacramento.
- ✓ Ms. Coleal prepared a summary of the ACCCA budget workshop she attended last week, and it will be emailed to the Board members.
- ✓ There are three COC campus building projects being presented to the Board of Governors (BOG) for their consideration. They will be taking action on these projects for funding (in 2006/07 and 2007/08) at their meeting in March.

**UPDATE ON  
LEGISLATION  
(10.1)**

Ms. Jenkins provided an overview of her attendance at the CEO and the CCCT Board meetings held January 14 and 15 in Sacramento.

Mr. Dermody had departed the meeting.

**ACADEMIC SENATE  
REPORT  
(11.1)**

Ms. Mayer had nothing to report.

**CLASSIFIED  
COORDINATING  
COUNCIL REPORT  
(11.2)**

Dr. Van Hook announced that:

- ✓ Mr. Daniel Catan’s current opera will be performed in Seattle.
- ✓ The Goya exhibit opens February 8<sup>th</sup> in the Art Gallery.
- ✓ Dr. Bob Bersi, retired VP of University Relations and Development, Cal State University Long Beach, will be on campus to speak on planned giving and fundraising on January 24. He will tour the campus and talk with Foundation Board members at a dinner in the president’s office.

**SUPT-PRESIDENT’S  
REPORT  
(11.3)**

Ms. Fiero thanked Ms. Jenkins for her input on compliance issues and diversity.

Dr. Wilding had nothing to report.

Dr. Long had nothing to report.

Dr. Gribbons had nothing to report.

Ms. Coleal thanked Dr. Van Hook and Ms. Jenkins for their work on the funding formula issue and providing the district the opportunity to analyze it further.

**Board of Trustees Minutes – Business Meeting  
January 19, 2005**

2004/05-68

Mr. Vanover reported that:

- ✓ A “Snow Day” will be held next Wednesday, January 26 in the Honor Grove from 10:00 – 1:00 pm. Snow is being brought in and hot dogs and drinks will be available for purchase. Everyone is invited to attend.
- ✓ The ASG has increased scholarships to \$18,000 for students.
- ✓ The Student Support Fee is doing well. They have processed approximately 200 requests for refunds.
- ✓ The “March on March” is scheduled in Sacramento on March 15. The ASG officers are planning to participate and talk with legislators during that time.
- ✓ The officers delivered a large truckload of supplies to our troops during Operation Gratitude in December.
- ✓ There will be another blood drive on February 14 and 15.
- ✓ Eight more computers for the ASG lab have been ordered.
- ✓ The ASG officers thanked the Board for approving the new student services specialist on tonight’s agenda.
- ✓ There will be a high school leadership conference held in April or May.
- ✓ Four ASG officers will travel to Washington DC (March 19-22) to discuss legislation at the national level.

**REPORTS BY STUDENT  
TRUSTEE, STAFF  
MEMBERS, AND BOARD  
MEMBERS  
(11.4)**

Mr. Matt Suedkamp, ASG President, added that a casual barbeque will be held April 9<sup>th</sup> off campus, and the Board will be receiving invitations.

Mr. Tichenor noted he will be attending the Athletic Hall of Fame dinner and the Chamber Installation Dinner.

Mr. Fortine attended the School & Business Alliance “Monopoly Mania” fundraiser, the CSBA meeting, various dinners and parties during the holiday, the Repertory Theatre Playhouse party, participated in the Zonta “Rent a Santa,” and he also enjoyed participating in the FLEX workshop.

Ms. Jenkins had nothing additional to report.

Ms. MacGregor noted that the FLEX workshop on January 11<sup>th</sup> was good and was well attended. She attended the President’s Circle Dinner and will be attending the CCLC conference and the Foundation Board meeting.

None.

**COMMENTS BY THE  
AUDIENCE FOR ITEMS  
NOT ON THE AGENDA.  
(11.5)**

None.

**REQUESTS/RECAP OF  
REQUESTS MADE  
DURING THE MEETING  
BY BOARD MEMBERS  
TO HAVE AN ITEM ON A  
FUTURE AGENDA  
(11.6)**

**Board of Trustees Minutes – Business Meeting  
January 19, 2005**

2004/05-69

President MacGregor announced the next meeting will be on Wednesday, February 9, 2005, in S-132, Staff Dining Room, College of the Canyons Student Center. Closed Session will be held at 5:30 pm, Open Session at 7:00 pm.

**ANNOUNCEMENT OF  
NEXT MEETING  
(2/09/05) AND  
ADJOURNMENT  
(12)**

There being no further business, the meeting was adjourned at 10:56 p.m.

---

Mr. Bruce D. Fortine, Clerk  
Board of Trustees  
Santa Clarita Community College District

---

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

Entered in the proceedings of the District \_\_\_\_\_