

SANTA CLARITA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEESBUSINESS MEETING
WEDNESDAY, FEBRUARY 9, 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
Mr. Ronald E. Gillis
Mrs. Michele R. Jenkins (arrived 5:40 pm)
Mrs. Joan W. MacGregor
Mr. Ernest L. Tichenor
Mr. Steven Vanover, Student Trustee

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
Ms. Lynne Mayer, Administrative Assistant/Classified Coordinating Council

Special Presenters: Ms. Claudia Acosta, Chair, Foreign Languages

President MacGregor declared a quorum and called the meeting to order at 5:35 p.m.

**QUORUM
ESTABLISHED
(1.1)
CLOSED SESSION
(1.2)**

The Board moved to Closed Session to discuss the following:

- 1.2a Charges or Complaints Against a Public Employee: one case
(pursuant to Government Code §54957)
- 1.2b 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)
- 1.2c 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)
- 1.2d Conference with Labor Negotiator
Santa Clarita Community College District Representative: Mr. Jim Schrage
California Schools Employee Association (CSEA)
(pursuant to Government Code §54957.6)
- 1.2e 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)

**Board of Trustees Minutes – Business Meeting
February 9, 2005**

2004/05-71

- 1.2f Discussion of Denial of Claim
Keenan & Associates Claim #4501-05-00003-01-02
Santa Clarita Community College District
(pursuant to Government Code §54956.95(a))

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

Those present in Closed Session were Coleal, Fiero, Fortine, Gillis, Jenkins, Long, MacGregor, Schrage, Tichenor, Van Hook, and Wilding.

The Board returned to Open Session at 7:35 pm. President MacGregor announced the Board took no action in Closed Session.

President MacGregor asked Mr. Andrew Turner, Boy Scout Troop 228 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: 5-0
Student Trustee: Aye

The Board moved approval of the Minutes of 1/19/05 as follows:

**APPROVAL OF MINUTES
(1/19/05)
(1.6)**

Motion: Jenkins Second: Tichenor Record of Board Vote: 4-0-1
Abstain – Gillis
Student Trustee: Aye

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

**RECOGNITION/
INFORMATION
(1.7)**

- ✓ Those who were nominated for Newsmaker of the Year awards, including Coach Lyon, the football team, Lisa and Dan Boaz, and the College as well.
- ✓ Steven Vanover and Matt Suedkamp for participating at the CCLC conference held in Sacramento.
- ✓ The Phi Theta Kappa chapter for receiving the Pinnacle Silver Scholarship Award for increasing their membership more than 10% over last year.
- ✓ Anthony Michaelides for the role he played in helping to coordinate Job Shadow Day on campus.
- ✓ The life of Lee Corbin will be celebrated on February 15 at 4:00 pm in the Cougar Den.

Ms. Audrey Green, Chair of the COC Alumni & Friends, provided an overview of the group. She provided information about who is associated with this group, their campus involvement, activities, fundraisers and the events they are working on.

**UP CLOSE AND
PERSONAL
(1.7)**

Mr. Vanover requested that Item 5.5 be removed for separate approval. The Board moved approval of the Consent Calendar with the additional information presented for Item 7.1 as noted below:

**CONSENT CALENDAR
(2)**

- 3.1 Approval of Payments for Supplemental Services
- 3.2 Approval of New and Modified Courses and Programs
- 5.1 Approval of Purchase Order Schedule PO 2004/05-07
- 5.2 Approval of Travel Authorizations Schedule T 2004/05-08
- 5.3 Approval of Quarterly Financial Report: Quarter Ended Dec. 31, 2004
- 5.4 Approval of Proposal for Reinventory Services Offered by MAXIMUS, Inc.
- 5.6 Approval of Audit Engagement Letter – Vavrinek, Trine, Day & Co., LLP – for Annual District Audit for Years Ending June 30, 2005, 2006, and 2007

**Board of Trustees Minutes – Business Meeting
February 9, 2005**

2004/05-72

- 5.7 Approval of Amendment Between Santa Clarita Community College District and BCI Coca-Cola Bottling Company
- 6.1 Approval of Change Orders for the for Performing Arts Center Construction Project
- 6.2 Approval of Change Orders for Music/Dance Lab Construction Project
- 6.3 Approval of Change Orders for the Classroom/High Tech Center Construction Project/Underground Utilities
- 6.4 Approval of Notices of Contract Completion Classroom/High Tech Underground Utilities/PE Feeders/Scheduled Maintenance Project
- 6.5 Approval of Award of Contract for FY01/02 Scheduled Maintenance Project: Replace Doors & Hardware PE-Building – Phase II
- 6.6 Approval of Agreement with the County of Los Angeles for the Countywide Household Hazardous and Electronic Waste Collection Program Siting Liability Agreement
- 7.1 Approval of Personnel Schedule PERS 2004/2005-11
C. MANAGEMENT PERSONNEL
 - 2. Employment – Regular
Agnes Jose-Eguaras, ETI Project Manager, **\$50,000 annually.** **Effective 2/10/05.** 7020000-CM02.
- 7.2 Approval of Compensation Formula Assigned to the NSF CREATE Grant
- 8.1 Ratification of Maintenance Agreement Between Santa Clarita Community College District and Aprisma Management Technologies
- 8.2 Ratification of Maintenance Agreement Between Santa Clarita Community College District and Thomas Paton & Associates

**CONSENT CALENDAR
(2) con't**

Motion: Tichenor Second: Gillis Record of Board Vote: 5-0
Student Trustee: Aye

The Board moved to approve the Denial of Claim for Damages – Keenan & Associates Claim #4501-05-00003-01-02.

**DENIAL OF CLAIM FOR
DAMAGES – KEENAN &
ASSOCIATES CLAIM
#4501-05-00003-01-02
(5.5)**

Motion: Gillis Second: Fortine Record of Board Vote: 5-0
Student Trustee: Abstain

The Board moved Approval of Professional Services Agreement for Interim Box Office Manager Services.

**APPROVAL OF
PROFESSIONAL
SERVICES AGREEMENT
FOR INTERIM BOX
OFFICE MANAGER
SERVICES
(3.3)**

Motion: Tichenor Second: Gillis Record of Board Vote: 5-0
Student Trustee: Aye

Dr. Carole Long and Ms. Claudia Acosta presented the Board with information about the Educational Travel opportunities being offered to our students. A copy of their presentation is hereby made a part of these minutes as if fully set forth herein.

**PRESENTATION ON
EDUCATIONAL TRAVEL
(3.4)**

The Board moved Approval of Non-Resident Tuition Fee for Fiscal Year 2005/06 at \$145 per unit for out of state and international students.

**APPROVAL OF NON-
RESIDENT TUITION FEE
FOR FISCAL YEAR
2005/06
(4.1)**

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

**Board of Trustees Minutes – Business Meeting
February 9, 2005**

2004/05-73

The Board moved Approval of Agreement with Samuel Dixon Family Health Center.

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

**APPROVAL OF
AGREEMENT WITH
SAMUEL DIXON FAMILY
HEALTH CENTER
(4.2)**

The Board moved Approval/Ratification of Budget Transfers.

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

**APPROVAL/
RATIFICATION OF
BUDGET TRANSFERS
(5.8)**

The Board received the Financial Report – Month Ending December 31, 2004 as information.

**FINANCIAL REPORT –
MONTH ENDING
DECEMBER 31, 2004
(5.9)**

The Board moved Approval of Contracts for Classroom/High Tech Building Construction Project.

Motion: Tichenor Second: Gillis Record of Board Vote: 5-0
Student Trustee: Aye

**APPROVAL OF
CONTRACTS FOR
CLASSROOM/HIGHTECH
BLDG CONSTRUCTION
PROJECT
(6.7)**

The Board moved Approval of Construction Management Services Contract for Classroom/High Tech Infrastructure Project to Klassen Construction Management in the amount of \$50,000.

Motion: Gillis Second: Tichenor Record of Board Vote: 5-0
Student Trustee: Aye

**APPROVAL OF
CONSTRUCTION
MANAGEMENT
SERVICES CONTRACT
FOR CLASSROOM/HIGH
TECH INFRA-
STRUCTURE PROJECT
(6.8)**

Dr. Van Hook reported that:

- ✓ A new “What They’re Saying” (a summary of recent legislative news) has been put together by Mr. Eric Harnish. It was distributed to the Board members.
- ✓ An under-funded district caucus meeting was held at CCLC and strategies developed to pursue equalization funding.
- ✓ We sent a letter to Ms. Carol Liu, author of AB-23, with our opinion.
- ✓ We met our requirement for AB-1417 and submitted it on time.
- ✓ We are sending follow-up letters to the representatives that we met with in Sacramento.
- ✓ She sent a letter to Mr. Bob Lee in regards to the advocacy team idea (that was created at the Joint meeting with the Hart District last year) in hopes the team can be put together to address some pressing issues. Mr. Fortine, Ms. MacGregor and a student member will be our representatives if a meeting is scheduled.

Ms. Jenkins added we may want to address the issues with the Prop 98 split.

**UPDATE ON
LEGISLATION
(10.1)**

Mr. Dermody reported that:

- ✓ Ms. Edel Alonso has been appointed to the Chancellor’s Advisory Committee on Counseling.
- ✓ Tomorrow is the Academic Senate meeting, where they will be discussing academic freedom.
- ✓ There is no formal service planned for Lee Corbin, but the senate is hosting a memorial celebration of his life in the Cougar Den, February 15 at 4:00 pm. Everyone is invited to attend. The Lee Corbin Memorial Scholarship is also being put together in his honor.

**ACADEMIC SENATE
REPORT
(11.1)**

**Board of Trustees Minutes – Business Meeting
February 9, 2005**

2004/05-74

Ms. Mayer noted those needing to file their Statements of Economic Interests have received their packets today. They are due to her by March 29th in order to submit them by the deadline due date of April 1st to the LA County Board of Supervisors.

**CLASSIFIED
COORDINATING
COUNCIL REPORT
(11.2)**

Dr. Van Hook announced that:

- ✓ She appreciated the opportunity to attend the CCLC conference and felt it was time well spent.
- ✓ Following the conference, she attended a meeting of the Economic Advisory Committee (EDPAC where were 3 presentations on emerging technology.
- ✓ On April 11, a representative from EDPAC will be coming to COC to provide information to us on these new curriculums.
- ✓ She met with Mr. Richard Sandnes whose son played football at. Mr. Sandnes would like to establish a scholarship in his son's name and reinstate the Mike Sandnes Inspirational Team Member award to be given to an existing COC football player.
- ✓ She appreciated Anthony Michaelides' efforts during the Job Shadow Day.
- ✓ A trip to London will be held April 11-18. This is being offered in conjunction with the Foundation, Mr. Frank Kleeman and the Performing Arts Center.
- ✓ She is proud of the faculty members with regards to their interests in making sure we have gender representation in various disciplines.
- ✓ She thanked everyone involved in the Athletic Hall of Fame Dinner, including Michele Edmonson and Ms. Jenkins.

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

Ms. Fiero noted the LA Job Fair was held on January 22 at the LAX Marriott. Over 2,000 job seekers attended.

Dr. Wilding had nothing to report.

Dr. Long had nothing to report.

Dr. Gribbons had nothing to report.

Ms. Coleal noted that she attended the SWAAC Board meeting on January 27 and 28.

Mr. Vanover reported that:

- ✓ The Snow Day held last Wednesday was a great success.
- ✓ He and Mr. Suedkamp, ASG president enjoyed the opportunity to attend the CCLC conference in Sacramento.
- ✓ The ASG elections are beginning for next year's officers.
- ✓ Two ASG officers attended the Chancellor's Advisory Committee meeting in Sacramento (through CALSACC).
- ✓ They sent letters to Keith Richman and the Governor regarding equalization.
- ✓ There will be a black history exhibit in celebration of Black History month on February 24 in the S-building.
- ✓ Cesar Chavez Day is being planned for a date in March.
- ✓ There is also a Spring Fling being planned in March.
- ✓ There is a new magazine entitled Paw Print (previously entitled "Did you Know?"), which will come out in March 2005.

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

**Board of Trustees Minutes – Business Meeting
February 9, 2005**

2004/05-75

Mr. Tichenor noted he attended the Newsmaker of the Year awards, the Athletic Hall of Fame dinner.

Mr. Gillis noted he also attended the Newsmaker of the Year awards.

Mr. Fortine attended the Athletic Hall of Fame dinner, the Chamber Installation Dinner, the Elks Roast, the Newsmaker of the Year awards, and the CCLC conference in Sacramento. He appreciated the opportunity to meet with Dr. Van Hook and Mr. Sandnes, as they are friends.

Ms. Jenkins noted she enjoyed the Athletic Hall of Fame dinner, and complimented Mr. Len Mohney on his organization of the event Dr. Van Hook supported to make it happen. She also thanked the Board members for attending the League Conference.

Ms. MacGregor added she attended Newsmaker of the Year awards, the CCLC conference, and enjoyed that the students were there as well.

She referenced some upcoming events for the Board they may want to be aware of:

- ✓ The next VIA lunch will have a presentation on the Business Incubator Project.
- ✓ Gruber Systems will be honored at this year's COC Business & Industry reception, February 22, 2005.
- ✓ The Foundation Board is preparing for our joint meeting with them in April.
- ✓ On February 17, she will attend a meeting of the PTA council as they honor past presidents of the PTA and the college for being a partner with them.

None.

None.

President MacGregor announced the next meeting will be a Board Workshop on Wednesday, February 16, 2005, in the President's Office at 5:30 pm. The next regularly scheduled meeting is a joint meeting with the ASG Officers at 2:30 pm, S-132, Staff Dining Room, College of the Canyons Student Center.

There being no further business, the meeting was adjourned at 9:16 p.m.

**COMMENTS BY THE
AUDIENCE FOR ITEMS
NOT ON THE AGENDA.
(11.5)
REQUESTS/RECAP OF
REQUESTS MADE
DURING THE MEETING
BY BOARD MEMBERS
TO HAVE AN ITEM ON A
FUTURE AGENDA
(11.6)
ANNOUNCEMENT OF
NEXT MEETING
(2/16/05 and 2/23/05) AND
ADJOURNMENT
(12)**

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 _____