

SANTA CLARITA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

BUSINESS MEETING
WEDNESDAY, FEBRUARY 12, 2003

MINUTES
(Unapproved)

The Business Meeting of the Board of Trustees of the Santa Clarita Community College District was called to order on Wednesday, February 12, 2003, by Board President Bruce Fortine, 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. J. Conroy, Student Trustee

Members Absent: Mr. Ronald E. Gillis

Others Present: Dr. Dianne Van Hook, Superintendent-President
Dr. Phil Hartley, Asst Superintendent/Vice President, Instruction and Student Services
Ms. Sharlene Coleal, Interim Chief Business Officer
Dr. Michael Wilding, Dean, Student Services
Ms. Anita Morris, Dean, Human Resources
Ms. Lynne Mayer, Classified Coordinating Council/Administrative Assistant

President Fortine declared a quorum and called the meeting to order at 5:15 p.m.

**QUORUM
ESTABLISHED
(1.1)**

The Board moved to Closed Session to discuss the following:

**CLOSED SESSION
(1.2)**

- 1.2a Conference with Labor Negotiator
Santa Clarita Community College District Representative: Dr. Michael Wilding, California Schools Employee Association (CSEA)
- 1.2b Conference with Real Property Negotiator
Property: Southern border of campus adjacent to the South Parking Lot
Agency Negotiator: Dr. Dianne Van Hook

Those present were: Dr. Barry Gribbons & Mr. Jim Schrage (departed at 5:45pm), Coleal, Fortine, Hartley, Jenkins, MacGregor, Morris, Tichenor, Van Hook, and Wilding.

The Board returned to Open Session at 6:50 p.m. President Fortine announced the Board took no action in Closed Session.

President Fortine asked Ms. Mayer to lead the flag salute.

**FLAG SALUTE
(1.3)**

President Fortine 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: MacGregor Second: Tichenor Record of Board Vote: r-0
Student Trustee: Aye

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2002/03-66

The Board moved approval of the Minutes for January 22, 2003 as follows:

**APPROVAL OF
MINUTES (01/22/03)
(1.6)**

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

Member MacGregor recognized Ms. Sue Bozman (in the audience) for her recent nomination and win of "Most Cooperative with the Press" at the Newsmaker of the Year awards. Dr. Van Hook announced other winners from the college included the COC Football Team as "Sports Team of the Year" and Mr. Kyle Bauer (Football) as "Male Athlete of the Year." She also noted that Ms. Jamie Rendich, the daughter of Ms. Penny Rendich (the assistant to Mr. Len Mohny, Dean, Physical Education) won the "Female Athlete of the Year." Penny was on had to accept the award on her daughter's behalf. Dr. Van Hook noted that two other individuals associated with COC were nominated. Mr. Chuck Lyon, Head COC Football coach and Ms. Desiree Banlowe, Women's Golf team member.

**RECOGNITION/
INFORMATION
(1.7)**

The Board moved approval of the Consent Calendar as follows:

**CONSENT
CALENDAR
(2)**

- 5.1 Approval of Purchase Order Schedule PO 2002/03-08
- 5.2 Approval of Travel Authorizations Schedule T 2002/03-08
- 5.3 Approval of Quarterly Financial Report Quarter Ended December 31, 2002
- 5.4 Approval of Agreement Between Santa Clarita Community College District and Educational Resources, Inc.
- 5.5 Approval of Nursing Education Agreement Between Santa Clarita Community College District and American United Home Health
- 5.6 Approval of Legal Services Agreement with John Francis
- 6.1 Approval of Change Order #02 to McLaughlin Construction for the T-Building Expansion Project
- 6.2 Approval of Change Order #03 to Merco Construction Engineers for the Seismic Retrofitting of the Bonelli Center
- 6.3 Approval of Contract for Executive Architectural Services for the New Warehouse Facility
- 6.4 Approval of Notice of Completion for Architectural Barrier Removal Project
- 6.5 Approval to Enter into Contract with SubSurface Designs, Inc. for Warehouse Building
- 6.6 Approval to Enter into Contract with SubSurface Designs, Inc. for Music/Dance Building
- 7.1 Approval of Personnel Schedule PERS 2002/2003-11
- 7.2 Approval of Academic Salary Schedules effective January 1, 2003

Motion: MacGregor Second: Conroy Record of Board Vote: 4-0
Student Trustee: Aye

The Board moved Acceptance of the Annual PFE Report.

**ACCEPTANCE OF
THE ANNUAL PFE
REPORT
(3.1)**

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

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The Board moved Approval/Ratification of Budget Transfers as follows:

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

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

The Financial Report for Month Ending December 31, 2002 was presented as information.

**FINANCIAL REPORT
MONTH ENDING
DECEMBER 31, 2002
(5.8)**

The Board declared the proposal from the Al Mann Foundation (AMF) as the most responsible to the RFP to lease school property and to approved entering into a Non-Binding Letter of Intent with AMF in contemplation of a Ground Lease and related transactions; to commence negotiations of a Ground Lease Agreement for the asset management and University Center project with AMF; and to authorize the Superintendent-President the authority to make decisions regarding related transactions towards the completion of the Lease agreement.

**APPROVAL TO
ENTER INTO A NON-
BINDING LETTER OF
INTENT FOR THE
GROUND LEASE OF
PROPERTY –
UNIVERSITY CENTER
(6.7)**

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

President Fortine noted this is a groundbreaking moment for the College as the University Center will serve the community for a number of years to come.

The Board moved Approval of the Second Reading of Board Policy 536 – Academic Records as follows:

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

**APPROVAL OF THE
SECOND READING
OF BOARD POLICY
536 – ACADEMIC
STANDARDS
(8.1)**

At the suggestion of President Fortine, this item was moved up in the agenda. The Board heard comments regarding the recent (Public Employee Relations Board (PERB) decision. President Fortine noted that because this item is not on the agenda, there would be no comment from the Board following the speakers from the audience. The following faculty members addressed the Board regarding AFT's representation of adjunct faculty members:

**COMMENTS BY
AUDIENCE – ITEMS
NOT ON AGENDA
(10.5)**

- Mr. Theodore Faulders, Adjunct Faculty, Philosophy
- Ms. Beverly Cope, Adjunct Faculty, English
- Mr. Michael Ward, Adjunct Faculty, History

Following their comments, President Fortine announced that no party in this case (the district, AFT, CTA, or PERB) has given up its right to exercise all of the options allowed by the legal process. The District will adhere to what is required by law once a decision has been made and all options have been exhausted.

Dr. Van Hook noted that:

- The emails from the CCLC Office regarding the budget situation are continuing.
- We are close on the acceptance of the Assembly version of the budget cuts, which would leave the local dollars in tact. At COC, because our growth factor is high, we will always advocate for restoration and maintenance of the base, because when categoricals are cut across the board, it's the same percentage cut to every active categorical fund. However, when the base is cut, it's a disproportional cut to those college districts that are in a fast-growing area like Santa Clarita.
- An Advocacy Team consisting of approximately 25 people from COC, local businesses, community members, and the former President of the SCV Chamber of Commerce met today to develop a strategy to move forward.
- The ASG Officers have come up with creative ideas for promoting student awareness about the budget cuts facing community colleges. Members MacGregor and Jenkins attended the CCLC Conference February 1-2, 2003.
- She called Scott Lay and learned that Mark Drummond, Chancellor of the Los Angeles Community College District, would be coordinating the Business & Labor Regional Meeting for Los Angeles, as per the League's January 27th Advocacy Plan. She sent Mark an email letting him know of our interest in being involved in this effort. She discussed with him the fact that as COC has several events with business leaders scheduled during the spring, we may be able to magnify the impact of the regional efforts.
- COC has volunteered to host a public relations conference that will include open forums & resemble a "town hall" meeting style. Invitees will include the press & local legislators to discuss the impact on community colleges, in conjunction with CCLC's advocacy plan.

**UPDATE ON
LEGISLATION
(9.1)**

Members MacGregor and Jenkins reported that:

- They met with our 3 local representatives in Sacramento during the CCLC Conference. The legislators felt that community colleges were not aggressive enough in getting the point back to the Governor that we disagree with his budget cuts.
- The CCLC leadership suggested moving into a more aggressive stance by holding Town Hall meetings, getting the word out to local business and industry partners for their help and support, and enlisting in the help of students.
- The CCLC website has created letter templates so that anyone can write to their legislator and/or governor regarding the budget.
- There were a number of informative, helpful and worthwhile sessions at the conference.

Dr. Van Hook announced that:

- She attended the L.A. Area Single Campus District meeting at Glendale College. A number of issues were raised and the meeting was informative. The next meeting is scheduled for March 27 at Santa Monica College.
- Ms. Bozman will be aggregating the information about advocacy and ways the staff, faculty, and students can help raise awareness of these issues in Sacramento. She thanked the students for being involved and being so creative in their ideas for advocacy.

No report was made as Mr. Dermody is recovering from a broken leg.

**ACADEMIC SENATE
REPORT
(10.1)**

Nothing to report.

**CLASSIFIED
COORDINATING
COUNCIL REPORT
(10.2)**

Dr. Van Hook announced that:

- ✓ She has passed a number of E-mails and information on to the Board members regarding the state budget crisis.
- ✓ She and Ms. Dena Maloney had dinner with Mr. Larry Mankin, the new CEO of the SCV Chamber of Commerce. The meeting was productive and a number of good ideas as to how both entities could work together were exchanged. Mr. Mankin provided them with several objectives and strategies for achieving these goals with the College.
- ✓ The City of Santa Clarita is moving forward to develop an Economic Development coalition and has asked the College to be involved in this effort.
- ✓ The City and the Employee Training Institute have partnered together to provide the SCV Leadership Program 2003. A program brochure outlining the sessions was distributed. The program begins March 10 and runs through June 1.
- ✓ The Workforce Alliance Stakeholder meeting will be held March 5 at the Hyatt beginning at 1:30 pm. Federal officials and local business leaders will be on hand to discuss funding and advocating for increased funding for workforce training initiatives.

**SUPT-PRESIDENT'S
REPORT
(10.3)**

Dr. Hartley announced that:

- ✓ The meeting with the William S. Hart District (local high schools) and the department representatives for English and math will be held this week. Materials and ideas will be shared, allowing a better understanding of the current electives and requirements at the high school level.

Ms. Morris added that:

- ✓ She is preparing for the statewide planning committee of the Association of Chief Human Resources Officers (ACHRO). She will most likely call on CEOs, including Dr. Van Hook, to speak at various group meetings.

Mr. Conroy announced that:

- ✓ The ASG is sponsoring a number of advocacy efforts including a letter writing campaign and an E-mail campaign. He thanked Mr. John McElwain and Ms. Bozman for their help in assisting the students. He shared the League's website address for anyone interested in writing to their legislators (www.ccleague.org/actnow)
- ✓ Capital Days will be held March 17 in Sacramento. The ASG is planning on chartering buses to travel to Sacramento as well as demonstrations on campus at the same time, including "Graveyard for Services", highlighting the depth of services slated to be cut and the 206,000 students it will affect.
- ✓ Banners will be provided for individuals to write their thoughts about the budget cuts and the banners will travel to Sacramento as a visual aid.
- ✓ A Ribbon Awareness Day will be held, again to raise awareness of the budget situation.

**REPORTS BY
STUDENT TRUSTEE
AND BOARD
MEMBERS
(10.4)**

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- ✓ There is a regional affiliation to incorporate the previously mentioned activities at COC and 7 other colleges as well. The eight colleges will send out green cardstock postcards that reflect the budget message to our legislators. These activities will occur at Ventura, Oxnard, Antelope Valley, Moorpark, Santa Barbara, Allan Hancock and Cuesta community colleges.
- ✓ The ASG officers will be holding classroom presentations to educate the students about what is happening with the budget situation and get more students involved in the letter writing campaign.

**REPORTS BY
STUDENT TRUSTEE
AND BOARD
MEMBERS
(10.4) con't**

President Fortine expressed the Board's appreciation and admiration of the ASG officers and their efforts in getting the message out about the budget crisis.

The members of the Board announced their involvement and/or attendance at the following events:

Member MacGregor attended the Site Selection Committee meeting, the COC Foundation Board of Directors meeting, Jim Schrage's presentation on the "Do's and Don't's of Construction", and took a tour of the Performing Arts Center. She attended the CCLC Conference where she was a facilitator in a New Trustee Workshop and an orientation for Board Presidents. She attended the SCV Trustee Association meeting, where the decision was made to dissolve the Prop 47 coalition and start a subcommittee for Advocacy. She asked the Board members to begin thinking about the Leadership Awareness Breakfast the Board will be hosting for the University Center Campaign. She asked the members to email or fax her with names of friends, neighbors, and business affiliates that would be considered prospects for contributing to the University Center.

Member Jenkins attended the Library Associates Dean's Dinner. She suggested they consider a short presentation at this event in the future to raise awareness of the Library Associates' goals. She also attended the CCLC Conference in Sacramento.

President Fortine attended the Economic Forum meeting at the Hyatt and is continuing to be involved in the Transit Mixed Concrete (TMC) executive advisory committee. He also attended the Santa Clarita Repertory Theatre event, "Evening with the Rep" and found it unique and enjoyable.

President Fortine and Dr. Van Hook reminded the Board to submit their names to President Fortine or Member MacGregor for any contacts they have that may be good prospects for attendance at Leadership Awareness meetings for the University Center. They asked the Board to submit these as soon as possible.

None.

**REQUESTS/RECAP
BY BOARD
MEMBERS FOR
FUTURE ITEMS ON
AGENDA
(10.6)**

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President Fortine announced the next meeting would be on Wednesday, February 26 at 4:00pm in Private Dining Room #2. This will be a Board Workshop / Study Session and is open to the public.

There being no further business, the meeting was adjourned at 8:10 p.m.

**ANNOUNCEMENT OF
NEXT MEETING
(2/26/03) AND
ADJOURNMENT
(11)**

Mr. Ron E. Gillis, Clerk
Board of Trustees
Santa Clarita Community College District

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

Entered in the proceedings of the District _____