

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

**BUSINESS MEETING**  
**WEDNESDAY, MARCH 10, 2004**  
**MINUTES**

The Business Meeting of the Board of Trustees of the Santa Clarita Community College District was called to order on Wednesday, March 10, 2004, by Board President Ernie Tichenor, 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  
 Mrs. Joan W. MacGregor  
 Mr. Ernest L. Tichenor  
 Mr. Earl Foust III, Student Trustee

Others Present: Dr. Dianne Van Hook, Superintendent-President  
 Dr. Philip L. Hartley, Executive Vice President/Assistant Superintendent  
 Ms. Sharlene Coleal, Dean, Business Services  
 Dr. Michael Wilding, Acting Vice President, Human Resources & Student Affairs  
 Mr. Michael Dermody, Academic Senate President  
 Ms. Lynne Mayer, Administrative Assistant/Classified Coordinating Council

Special Guests: Mr. Len Mohny, Division Dean, Physical Education and Athletics  
 Athletes and Coaches

President Tichenor declared a quorum and called the meeting to order at 5:05 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:  
 Mr. Jim Schrage  
 California Schools Employee Association (CSEA)
- 1.2b Public Employee Discipline/Dismissal/Release

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

The Board returned to Open Session at 6:44 pm. President Tichenor announced the Board took action under Item 1.2b as related to Item 7.1 C.1, non-renewal of contract for the Director of the Teach Program. Resolution 2003/04-18 was passed by a 5-0 vote. This action was taken due to indicators from the Governor's and Chancellor's Office that funding for the TRDP grant will not be continued next year. In compliance with Education Code 72411, the District must take this action in preparation for an advisory notice. There was no other action taken in Closed Session.

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

**FLAG SALUTE  
 (1.3)**

President Tichenor 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)**

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2003/04-75

The Board moved approval of the Agenda for the meeting.

**APPROVAL OF AGENDA  
(1.5)**

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

President Tichenor welcomed the students and told them how proud the Board of Trustees was of their successes during the year. Dr. Van Hook congratulated the students, especially noting how their ability to balance their sport, job, schoolwork and other responsibilities is an inspiration to everyone. She commended them for representing the college so well and expressed her appreciation to the coaches for their tireless efforts for these talented students. She noted how proud she was to have hired each of the full-time coaches present at this recognition.

**RECOGNITION/  
INFORMATION  
(1.6)**

Mr. Len Mohny thanked the Board for their continued support to the athletic programs. He introduced the athletic teams and the coaches for the following sports. In addition to introducing some of their athletes, the coaches provided a brief overview of their season highlights. Present were:

- Women's Golf – Mr. Mohny provided an overview on behalf of Coach Gary Peterson
- Men/Women's Cross Country – Coach Lindie Kane
- Men/Women's Soccer – Coach Phil Marcellin
- Women's Volleyball – Assistant Coach Evan Hale
- Football – Coach Chuck Lyon
- Men's Basketball – Coach Howard Fisher
- Women's Water Polo – Coach Diana Stanich

Each Board member thanked the students for taking time to be present at the meeting, noting the Board's appreciation and awe of their many accomplishments. They also thanked the coaches and athletic counselor, Mr. Garrett Tujague, for their leadership and guidance to our athletes.

The Board moved approval of the Consent Calendar with the correction to Item 7.1 (section A) as noted below:

**CONSENT CALENDAR  
(2)**

- 3.1 Approval of New and Modified Courses and Programs
- 3.2 Approval of Professional Services Agreement Between Santa Clarita Community College District and Ms. Monica Ganz
- 3.3 Approval of Nursing Education Agreement Between Santa Clarita Community College District and Santa Clarita Home Health, Inc., and Burbank Dialysis Partnership
- 3.4 Approval of Professional Services Agreement Between Santa Clarita Community College District and Teamwell Consulting
- 3.5 Approval of Agreement Between Santa Clarita Community College District and San Fernando Valley APICS
- 3.6 Approval of Contract for the Performing Arts Center Consultant
- 5.1 Approval of Purchase Order Schedule PO 2003/04-08
- 5.2 Approval of Travel Authorizations Schedule T 2003/04-0
- 5.3 Ratification of Agreement with Primeshares (New York) Commercial Markets, LLC, to Purchase the Santa Clarita Community College's General Unsecured Claim Against Enron Energy Services, Inc., or Enron Energy Marketing Corporation
- 6.1 Approval of Notice of Completion for FY01/02 Scheduled Maintenance Project: Replace Sidewalks
- 6.2 Approval of Notice of Completion for the Scheduled Maintenance Electrical Systems Projects
- 6.3 Approval of Notice of Completion for the Scheduled Maintenance Mechanical Systems Projects

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**2003/04-76**

- 6.5 Approval of Notices of Contract Completion for Phase I Underground Utilities for the Music/Dance Building
- 6.6 Approval of Change Order #01 for the I-Building HVAC System Cleaning Project
- 6.7 Approval of Change Order #05 for the Interim University Center
- 6.8 Approval of Change Orders #01, #02 and #03 for the Scheduled Maintenance Electrical Projects
- 6.9 Approval of Change Orders #01 for the Scheduled Maintenance Mechanical Projects
- 6.10 Approval of Change Orders for the Performing Arts Center
- 6.11 Approval of Change Orders #01 and #02 for the New Warehouse Facility
- 6.12 Approval of Award of Contract for FY01/02 Scheduled Maintenance Project: Replacement of Doors & Hardware in the PE-Building
- 6.13 Approval of Contract for the Installation of Electrical Conductors Between Manhole “D” and I-Building
- 6.14 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 2003/2004-13
- 7.2 Approval of GLTC Insurance Administrator, Inc. Long Term Care Insurance Trust Participation Agreement

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

President Tichenor announced that at the February 25, 2004 Closed Session meeting, the Board had given consensus to the administration via Resolution 2003/04-17 in regards to the employment status of a full-time Political Science instructor. That resolution has now been rendered moot by the action taken on Item 7.1 A.1 on tonight’s agenda.

The Board moved Approval/Ratification of Budget Transfers as presented.

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

**APPROVAL/  
RATIFICATION OF  
BUDGET TRANSFERS  
(5.4)**

The Financial Report for Month Ending January 31, 2004 was presented as information to the Board.

**FINANCIAL REPORT  
MONTH ENDING  
JANUARY 31, 2004  
(5.5)**

The Board moved Approval to Award the Contract for Pre-Construction Services for the High Tech Laboratory and Classroom Center Project to Klassen Corporation in the amount of \$75,000.

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

**APPROVAL TO AWARD  
CONTRACT FOR PRE-  
CONSTRUCTION  
SERVICES FOR THE  
HIGH TECH  
LABORATORY AND  
CLASSROOM CENTER  
PROJECT  
(6.15)**

Ms. MacGregor made a request to have another presentation or chart to show the placement of this building on our campus, including some information about the building (square footage, stories, etc), the cost of the building, and the programs that will be offered in this space. Mr. Schrage indicated he would bring this information to a future meeting.

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2003/04-77

The Board moved Approval of Board Policy 741 – Cost Accounting and Informal Bidding Act– Second Reading.

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

**APPROVAL OF BOARD  
POLICY 741 – COST  
ACCOUNTING AND  
INFORMAL BIDDING  
ACT– SECOND READING  
(9.1)**

Mr. Fortine requested Item 11.6 be moved up in the agenda. He addressed the Board regarding his desire to have a third-party audit performed on the equipment installed under the Chevron contract and the co-generation system.

**REQUESTS/RECAP BY  
BOARD MEMBERS FOR  
FUTURE ITEMS ON  
AGENDA  
(11.6)**

The Board moved Approval of Board Policy 513 – Housing, Second Reading.

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

**APPROVAL OF BOARD  
POLICY 513 – HOUSING,  
SECOND READING  
(9.2)**

Mr. Tichenor shared his questions about language used in Board Policies 521, 528, 804, and 808, which he had already discussed with Dr. Wilding the week prior.

**ITEMS 9.3 THRU 9.6 -  
SECOND READING OF  
BOARD POLICIES**

The Board moved to table the following policies until we have conferred with legal counsel:

- ✓ Item 9.3      Approval of Board Policy 521 – Posting of Materials, Second Reading
- ✓ Item 9.4      Approval of Board Policy 528 – Student Rights to Expressive Activities, Second Reading
- ✓ Item 9.5      Approval of Board Policy 804 – Distribution of Publications and Other Duplicated Material by Non-Students and Non-Student Groups, Second Reading
- ✓ Item 9.6      Approval of Board Policy 808 – Non-Student Speakers, Second Reading

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

The Board moved Approval of Board Policy 818 – Student Credit Card Solicitation, Second Reading.

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

**APPROVAL OF BOARD  
POLICY 818 – STUDENT  
CREDIT CARD  
SOLICITATION, SECOND  
READING  
(9.7)**

The Board moved approval to support Member Jenkins' recommendations for the voting of the California Community College Trustees' Board of Directors. Their results will be sent to the League office in time for the election.

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

**APPROVAL OF  
CANDIDATES FOR 2004  
ELECTION TO  
CALIFORNIA  
COMMUNITY COLLEGE  
TRUSTEES' BOARD OF  
DIRECTORS  
(10.1)**

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2003/04-78

Dr. Van Hook reported that:

- ✓ At the Board of Governors last meeting, the decision was made to pursue the designation of the Chancellor's Office as its own District.
- ✓ There are a number of bills in the works, including 4 resolutions approved by the CSU Academic Senate relating to the CSU transfer policy.
- ✓ A new finance mechanism is being developed for community colleges.
- ✓ She is planning on attending the Board of Governor's meeting in May where the Canyon Country Educational Center proposal will be presented for first reading.

**UPDATE ON  
LEGISLATION  
(10.2)**

Mr. Dermody noted that:

- ✓ The Academic Senate is still reviewing the approved changes in graduation requirements that bring the wording in line with Title V requirements.
- ✓ In the past, a student could qualify for graduation "in good standing" with a 2.0 GPA, but still be on probation. The Academic Senate has closed this loophole, not allowing students on probation to graduate. It will be written into the next catalogue also.
- ✓ They are working with the Foundation to hold a Graduation Breakfast at 8:00am the morning of commencement for all graduating students. It will be free and faculty, staff, and administrators are encouraged to participate by serving the students. He extended an invitation to the Board members also.
- ✓ The next Soup & Surprise will be held on March 17<sup>th</sup> from 12-1pm in the Staff Dining Room.
- ✓ The Academic Senate is working on a diversity requirement to include one class that involves diversity, ethnicity, etc. into the curriculum.
- ✓ Dr. Brad Reynolds was re-elected as president of the COCFA.

**ACADEMIC SENATE  
REPORT  
(11.1)**

Ms. Mayer reminded the Board and administrators of the requirement to turn in their Conflict of Interest filings to her as soon as possible.

**CLASSIFIED  
COORDINATING  
COUNCIL REPORT  
(11.2)**

Dr. Van Hook reported that:

- ✓ Twenty-four students representing COC were in attendance at the Model United Nations event. They have also held club elections for new officers and are working on a fundraising campaign.
- ✓ She attended the Wells Fargo Bank Grand Opening in Westridge, where the College received 2 checks from Raul Vasquez. She also noted Ms. Janice Dollar, the branch manager, is a COC alumnus and past HITE student member.
- ✓ She participated in the Hoefflin Foundation strategic planning retreat and is excited to be a part of this organization.
- ✓ A number of meetings with CEOs of construction companies and developers have been scheduled to discuss the University Center campaign.
- ✓ Mr. Mark Jenkins helped to organize a lunch for 25-30 local realtors and invited her to attend. This provided her the chance to inform the realtors about the University Center, discuss naming opportunities and ask for support from the real estate sector for the University Center Campaign.

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

Dr. Hartley reported that:

- ✓ With the addition of Folsom Lake Community Colleges, the California system now has 109 community colleges.
- ✓ He participated as an instructor in the Teaching & Learning Institute program and enjoyed being back in the classroom as he taught 15 students consisting of full and part-time faculty members.
- ✓ He attended the Board of Governors meeting in Sacramento.
- ✓ He recently participated as a celebrity writer during a fundraiser for the SOV

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

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**2003/04-79**

Ms. Coleal noted her appreciation to the Board for the approval of a new employee in the Student Business Office.

Dr. Wilding had nothing to report.

Ms. Bozman noted that:

- ✓ She would be traveling to Sacramento next week to attend the CCPRO conference, as she has been told the college received one or more awards.
- ✓ She appreciated the Board providing the optional long term health insurance coverage to employees, noting it is commendable of them to have the foresight for this need.

Mr. Foust reported that:

- ✓ The blood drive two weeks ago was a success. The target was 80 units of blood and they finished the day with 82 units.
- ✓ The by-law revision is still underway with a target of the end of the semester to wrap up all the changes and revisions.
- ✓ He is working on the classroom presentations and asked the Board members to let him know which classes they could attend with him.
- ✓ Mr. Tristen Molina, the Cal SACC Representative, was elected as the Model United Nations president.

Mr Gillis noted he had attended the Newsmaker of the Year Award dinner and it was a great event.

Mr. Fortine announced that he, along with Ms. Bozman and the Public Information Office staff, have been appointed to the Advisory Board of KHTS radio station. He also informed the Board of the upcoming conference about “Doing Business with China,” which will be held April 21 at the Hyatt, and he is a member of the organizing committee. Ms. Dena Maloney and Mr. Pete Bellas have been heading up the effort towards this one-of-a-kind conference. Mr. Antonovich is the keynote speaker and it should be a great event.

Ms. Jenkins had nothing to report.

Ms. MacGregor noted she and Mr. Fortine had participated in the annual “Read Across America” day on March 2 in honor of Dr. Suess’s 100<sup>th</sup> birthday. She also received a confirmation from Ms. Leslie Carr for the Board member’s FLEX workshop in August. She hoped the entire Board could work together to develop a plan for this, even though only two will be able to present the information in accordance with the Brown Act. She also noted she had received the CCLC Annual Trustee Conference brochure.

Ms. MacGregor attended the Library Associates luncheon and was looking forward to Silver Spur this weekend.

Mr. Tichenor noted he had also attended the Library Associates luncheon, the Newsmaker of the Year awards, and a planning meeting with Dr. Van Hook at the Hart District for our Joint meeting with them on March 24<sup>th</sup>. Due to the drastic changes facing higher educational institutions in regards to the budget issues, Mr. Tichenor encouraged Mr. Foust to ask students to attend this meeting also.

Ms. Claudia Reyes, Canyon Call, announced the Future Educators Club would be holding a Literacy Fair on April 17<sup>th</sup> in the cafeteria from 9:00am to 3:00pm.

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

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**2003/04-80**

President Tichenor announced the next meeting is a Joint Meeting with the William S. Hart Union High School District Governing Board. It will be held on Wednesday, March 24, 2004 at 6:30 pm at the Hart District Office Board Room, 21515 Redview Road.

**ANNOUNCEMENT OF  
NEXT MEETING  
(03/24/04) AND  
ADJOURNMENT  
(12)**

There being no further business, the meeting was adjourned at 8:35 p.m.

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Mrs. Michele R. Jenkins, Clerk  
Board of Trustees  
Santa Clarita Community College District

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

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