

SANTA CLARITA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

BUSINESS MEETING
WEDNESDAY, MARCH 14, 2007
MINUTES

The Business Meeting of the Board of Trustees of the Santa Clarita Community College District was called to order on Wednesday, March 14, 2007, by President Michele Jenkins, in the Staff Dining Room, 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. Scott Thomas Wilk
Mr. Steve Pemberton, Student Trustee

Others Present: Dr. Dianne Van Hook, Superintendent-President
Dr. Mitjl Capet, Assistant Superintendent/VP of Instruction
Dr. Michael Wilding, Interim Asst. Superintendent/VP, Student Services
Ms. Sharlene Coleal, Vice President, Business Services
Ms. Diane Fiero, Vice President, Human Resources
Mr. Michael Dermody, President, Academic Senate
Ms. Lynne Mayer, Administrative Assistant/Classified Coordinating Council

Special Guests: Mr. Lou Beck, Lundgren Management
Mr. Nick Cunico, Lundgren Management

President Jenkins declared a quorum and called the meeting to order at 3:02 p.m.
The Board moved to Closed Session in Private Dining Room #1, Student Center.

**Quorum Established
(1.1)**

The Board discussed the following items:

**Closed Session
(1.2)**

- 1.2a Conference with Labor Negotiators
Agency Negotiator: Dr. Dianne Van Hook
Unrepresented Employees: Educational and Classified Administrators
(pursuant to Government Code §54957.6)
- 1.2b Conference with Legal Counsel – Existing Litigation
Keenan & Associates Claim No. 4501-06-00002-01-06
(pursuant to Government Code §54956.9)

Those present in Closed Session at 3:00 pm for Item 1.2a were Bozman, Capet, Fortine, Jenkins, MacGregor, Tichenor, Van Hook, Wilding and Wilk. Bozman, Capet and Wilding departed at 4:40pm. Beginning at 5:30 pm, Capet, Coleal, Fiero, and Wilding rejoined the Closed Session for Item 1.2b.

The Board returned to Open Session in the Staff Dining Room at 7:00 p.m. President Jenkins announced the Board took no action in Closed Session.

President Jenkins asked Mr. Jessie Munoz (Signal reporter) to lead the flag salute.

**Flag Salute
(1.3)**

**Board of Trustees Minutes – Business Meeting
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2006/07-82

President Jenkins 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)**

Ms. Jenkins noted that Ms. Allison Devlin was present. Ms. Devlin informed the Board about the annual Hoefflin Foundation Wish Granted program and asked the Board and administrators or other campus groups to consider sponsoring one of these wishes for children with cancer.

**Recognition
(1.7)**

The Board moved approval of the Agenda for the meeting (with the additional information presented for Items 6.8 and 7.1) as follows:

**Approval of Agenda
(1.5)**

Motion: MacGregor Second: Tichenor Record of Board Vote: 5-0
Student Opinion: Aye

The Board moved approval for the minutes of 2/28/07 as follows:

**Approval of Minutes
(2/28/07)
(1.6)**

Motion: Wilk Second: Tichenor Record of Board Vote: 4-0-1
Abstain - Fortine
Student Opinion: Aye

Dr. Van Hook noted that:

**Recognition
(1.7)**

- The men's basketball team did very well in playoffs, and the women's team went to the final four.
- Our student forensics team competed this past weekend and got the silver medal. She added that Mr. Pemberton is a member of this team and did very well in a tough category.

The Board moved approval of the Consent Calendar (with the additional information presented for Items 6.8 and 7.1) as noted below:

**Consent Calendar
(2)**

- 3.1 Approval of Agreement Between Santa Clarita Community College District and Destination Science Camps for Children (Community Extension)
- 3.2 Approval of Renewal of Agreement Between the Santa Clarita Community College District and Long Beach Community College District for Small Business Development Center (SBDC)
- 3.3 Ratification of Agreement Between Santa Clarita Community College District and Real Creative, Inc. for Completion of the Performing Arts Center Season 2007/08
- 4.1 Approval of Agreement Between Santa Clarita Community College District and Independent Contractor Ann Igoe for NSF CREATE Grant
- 4.2 Revised Approval of Non-Resident Tuition for FY 2007/2008
- 5.1 Approval of Purchase Order Schedule PO 06/07-08
- 5.2 Approval of Travel Authorizations Schedule T 06/07-10
- 5.3 Approval/Ratification of Interfund Transfers
- 5.4 Approval of Settlement Agreement – Keenan & Associates Claim No. 4501-06-00002-01-06
- 5.5 Approval of Resolution No. 2006/2007-15: Approving Assignment of Delinquent Tax Receivables to the California Statewide Delinquent Tax Finance Authority for the Fiscal Years Ending June 30 in each of the years 2008 through 2010, and Authorizing Execution and Delivery of Related Documents and Actions
- 5.6 Approval of Proposal from Vavrinek, Trine, Day & Co., LLP, for Agreed-Upon Procedures Related to Measure C General Obligation Bonds, Fiscal Year Ending June 30, 2007
- 5.7 Approval of Proposal from Vavrinek, Trine, Day & Co., LLP, for Agreed-Upon Procedures Related to Measure M General Obligation Bonds, Fiscal Year Ending June 30, 2007
- 6.1 Approval of Agreement with the County of Los Angeles for the Countywide Household Hazardous and Electronic Waste Collection Program Siting Liability Agreement

- 6.2 Approval of Addendum #02 to Consultant Agreement for Geotechnical Services (Soils Engineering) for the Physical Education Addition and Tennis Courts Construction Project
- 6.3 Approval of Contract for Testing and Inspection Services for the Physical Education Addition and Tennis Court Construction Project
- 6.4 Approval of Contract for Laboratory Expansion Signage Design Project
- 6.5 Approval of Contract for Landscape Architectural Services (PE, Classroom/High Tech and Other Campus Areas)
- 6.6 Approval of Contract for HVAC Repair (M-Building)
- 6.7 Approval of Contract for FY03/04 Hazardous Substance Removal Project – HVAC Air Ducts in Classroom Village
- 6.8 Approval to Award Contract for Laboratory Expansion Construction Project
- 6.9 Approval of Notice of Completion for Laboratory Expansion Construction Project (Demolition)
- 7.1 Approval of Personnel Schedule PERS 2006/2007-13
 - A. ACADEMIC PERSONNEL
 - 3. Employment, Temporary Hourly as Needed
(additional name(s) presented for approval)
 - B. CLASSIFIED PERSONNEL
 - 3. Employment – Adult Hourly – various levels
(additional name(s) presented for approval)
 - 6. Other
 - g. Volunteers
(additional name(s) presented for approval)
 - C. MANAGEMENT PERSONNEL
 - 2. Employment – Regular
Richard “Rick” Killey, Custodial Shift Supervisor (Swing Shift), **effective March 19, 2007**. Salary pending.
- 7.2 Approval of Classified Administrator Employment Contract for Director, Facilities
- 8.1 Approval of Agreement between Santa Clarita Community College District and Datatel for the Colleague Application Server (CAS)
- 10.1 Approval of Resolution 2006/07-19: To Order Biennial Governing Board Member Election, November 6, 2007

**Consent Calendar
(2) con’t**

Motion: Fortine

Second: Wilk

Record of Board Vote: 5-0
Student Trustee: Aye

Ms. Jenkins moved this item forward on the agenda for approval as there were representatives from Lundgren Management at the meeting. Dr. Van Hook read a thank you note from Mr. Dale Lundgren, who was unable to attend, noting his company’s appreciation and excitement of being a part of this project. The Board moved Approval of Construction Management Contract for the University Center Construction Project with Lundgren Construction Management.

**Approval of
Construction
Management Contract
for the University
Center Construction
Project
(6.15)**

Motion: Fortine

Second: Tichenor

Record of Board Vote: 5-0
Student Trustee: Aye

The Board moved Approval of Payments for Supplemental Services for Full-Time and Adjunct Faculty. It was noted these are additional payments to full-time and adjunct faculty members for professional responsibilities completed outside of their regular teaching/contract.

**Approval of Payments
for Supplemental
Services for Full-Time
and Adjunct Faculty
(3.4)**

Motion: Tichenor

Second: MacGregor

Record of Board Vote: 5-0
Student Trustee: Aye

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The Board moved Approval of Contract Between Santa Clarita Community College District and Education To Go (Ed2Go), a Division of Thomas Learning, Inc. (Community Extension).

**Approval of Contract
Between SCCCD and
Education To Go
(Ed2Go), a Division of
Thomas Learning, Inc.
(Community Extension)
(3.5)**

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

The Board moved Approval/Ratification of Budget Transfers.

**Approval/Ratification of
Budget Transfers
(5.8)**

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

The Board moved Approval of Audit Engagement Letter from Vavrinek, Trine, Day & Co., LLP, for Services Related to the College of the Canyons Foundation Annual Audit for the Year Ending June 30, 2007.

**Approval of Audit
Engagement Letter
from Vavrinek, Trine,
Day & Co., LLP, for
Services Related to the
COC Foundation
Annual Audit for the
Year Ending 06/30/07
(5.9)**

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

The Board moved Approval of Reimbursement Resolution, Resolution No. 2006/07-16: Resolution of the Board of Trustees of the Santa Clarita Community College District Regarding its Intention to Issue Tax-Exempt General Obligation Bonds

**Approval of
Reimbursement
Resolution No. 2006/07-
16 of the Board of
Trustees of the SCCCD
Regarding its Intention
to Issue Tax-Exempt
GO Bonds
(5.10)**

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

It was noted that applicants for this Committee were not listed on this item so as not to be presumptuous as to whom the Board would approve. Dr. Van Hook noted her recommendation is to approve all applicants to the Measure M Committee.

**Approval of Resolution
2006/07-17 of the Board
of Trustees of the
SCCCD Establishing a
Citizens' Bond
Oversight Committee.**

The Board moved Approval of Resolution 2006/07-17: Resolution of the Board of Trustees of the Santa Clarita Community College District Establishing a Citizens' Bond Oversight Committee. They also moved Approval of Appointment of Members to the Santa Clarita Community College District Measure M Citizens' Oversight Committee as noted below.

**Approval of
Appointment of
Members to the SCCCD
Measure M Citizens'
Oversight Committee
(5.11)**

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

Members who were appointed to the Measure M Oversight Committee were:

| | |
|-----------------|-------------------------|
| Jessica Belsby | Michael Hildebrand, Jr. |
| Michael Berger | Jonathan Kraut |
| Robert Drescher | Mike Lebeki |
| Rita Garasi | Linn Melvin, Jr. |
| Jill Harper | Tim Shaner |
| Calvin Hedman | Leon Strand |

The Board moved Approval of Resolution 2006/07-18: Resolution of the Board of Trustees of the Santa Clarita Community College District Authorizing the Issuance of the Santa Clarita Community College District (Los Angeles County, California) General Obligation Bonds, Election 2006, Series 2007.

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

**Approval of Resolution
2006/07-18 of the Board
of Trustees of the
SCCCD Authorizing the
Issuance of the SCCC
(LA County, California)
GO Bonds, Election
2006, Series 2007
(5.12)**

The Foundation has now signed the contract with Liquid Beans. Ms. Coleal reviewed the highlights of the contract and financial costs involved. The Board moved Approval of Amendment to Ground Lease Between Santa Clarita Community College District and College of the Canyons Foundation.

Motion: Tichenor Second: Fortine Record of Board Vote: 4-0-1
Abstain: MacGregor
Student Trustee: Aye

**Approval of
Amendment to Ground
Lease Between SCCC
and COC Foundation
(5.13)**

The Financial Report – Month Ending January 31, 2007 was presented as information to the Board.

**Financial Report –
Month Ending January
31, 2007
(5.14)**

The Board moved Approval of Contract for Concrete Building Foundation for the Canyon Country Educational Center Construction Project to Santa Clarita Concrete.

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

**Approval of Contract
for Concrete Building
Foundation for the
Canyon Country
Educational Center
Construction Project
(6.10)**

The Board moved Approval of Contract for DSA Inspection Services for the Canyon Country Educational Center Construction Project with Alliance Construction Services.

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

**Approval of Contract
for DSA Inspection
Services for the
Canyon Country
Educational Center
Construction Project
(6.11)**

The Board moved Approval of Change Orders for Laboratory Expansion Construction Project.

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

**Approval of Change
Orders for Laboratory
Expansion
Construction Project
(6.12)**

The Board moved Approval of Change Orders for the Classroom/High Tech Center Construction Project.

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

**Approval of Change
Orders for the
Classroom/High Tech
Center Construction
Project
(6.13)**

The Board moved Approval of Contract for Physical Education Addition and Tennis Courts Construction Project with Roy Boak Tree Service.

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

**Approval of Contract
for Physical Education
Addition and Tennis
Courts Construction
Project
(6.14)**

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2006/07-86

The Board moved Approval of Revised Academic Associate Adjunct Salary Schedule for FY 2006/07.

**Approval of Revised
Academic Associate
Adjunct Salary
Schedule for FY
2006/07
(7.3)**

Motion: MacGregor

Second: Tichenor

Record of Board Vote: 5-0
Student Trustee: Aye

The Board moved approval of Candidates for 2007 Election to California Community College Trustees' Board of Directors as follows:

**Approval of Candidates
for 2007 Election to
California Community
College Trustees'
Board of Directors
(10.2)**

- ✓ Luis Villegas
- ✓ Maria Elena Serna
- ✓ Donald L. Singer
- ✓ Georgia L. Mercer
- ✓ Jeanette Mann
- ✓ Rosanne Bader
- ✓ Mary Figueroa
- ✓ Tom Clark
- ✓ Isabel Barreras
- ✓ Walter G. Howald
- ✓ Charles H. Hayden
- ✓ Andre Quintero

Motion: MacGregor

Second: Tichenor

Record of Board Vote: 4-1
(Nay: Wilk)
Student Trustee: Aye

Dr. Van Hook announced that:

- ✓ She appreciated Mr. Wilk's letter to the paper about the tuition sensitivity issue. The bill passed in the House, and should move to the Senate with no opposition.
- ✓ There is an initiative coming up that addresses clarifying language with school districts being subject to city/county ordinances (SB668). The language is very confusing and she plans to analyze it further. Ms. MacGregor agreed it is confusing.
- ✓ The Chamber trip to Washington DC is scheduled for April 14-17. The KHTS trip to Sacramento is May 14 and 15. If anyone is interested, please let us know as they are making hotel arrangements soon.

**Update on Legislation
(10.3)**

Mr. Dermody noted the Academic Senate:

- ✓ Has had a discussion as to whether or not spring break should be removed from the calendar, but this not happening.
- ✓ Will be making a recommendation for spring 2008 and putting our calendar in line with the Hart District calendar. There was discussion about the Hart District calendar and how we try each year to align with spring break to avoid any conflicts.
- ✓ Continues with their review of equivalencies and procedures for prerequisites.
- ✓ Recommendations for faculty staffing positions have been forwarded to Dr. Van Hook.
- ✓ Is working on the Collegial Celebration for all retirees and those who have completed probationary periods and advanced degrees. It will be held this spring. Retired faculty members will also be invited, and more information will come soon.

**Academic Senate
Report
(11.1)**

He added there was a nice article sent out from the Statewide Academic Senate on a well written article from Mr. Dan Walters (The Sacramento Bee) who said a number of important things about community colleges.

Ms. Mayer had nothing to report.

**Classified Coordinating
Council Report
(11.2)**

Ms. Fiero announced that:

- ✓ The 4CSD conference was held last week. Representatives from the National Council for Staff Development and Organizational Development were there, and they asked us to present a session at their annual conference about our program and they are nominating us for an institutional merit award.

Dr. Wilding:

- ✓ Distributed a handout and highlighted some things that are happening in the Student Services department. In particular, he highlighted the Counselors had their annual joint meeting with the Hart counselors, and the BMW Challenge (Body-Mind-Wellness) that is happening on campus promoting health and wellness.

Dr. Capet announced:

- ✓ The department chairs had a half day retreat and discussed things they are doing now, their goals for 6 months out and their ideas and hopes for the future.
- ✓ His Brown Bag lunches have been very interesting and he has been enjoying them.

Ms. Coleal added that:

- ✓ She stopped in at the Textbook Summit and talked with Dr. Martha Kanter about some ideas they have tried with their faculty to provide complete works of Shakespeare.
- ✓ Ms. Donna Haywood was selected to attend the Asilomar Leadership Seminar.
- ✓ SB361 (spending formula regulations) has been extended to August 31 for the group to work out the details. (Dr. Van Hook added this is for money we are two-thirds of the way through the year spending!)

Dr. Van Hook announced:

- ✓ She sent letters to the Eagle Scout awardees.
- ✓ The interior design exhibit in the Art Gallery by Design 360 Unlimited is on display through March 31. She complimented Mr. Jesse Munoz on his article in The Signal about the exhibit.
- ✓ There are many trips with Educational Travel coming up, including a trip to Spain and a summer trip to New England (History/English). Many community people are attending as well.
- ✓ In cooperation with the LA County Children and Family Services, the Heart Gallery Exhibition will be coming to our Art Gallery on April 17. This is an exhibit of children who are waiting to be adopted. A Reception will be held from 6-8pm on April 17.
- ✓ We had a nice turn out in the PAC for the Chamber lunch last week.
- ✓ Ms. Bozman is busy working on the SCV Wine Classic on June 2 in the Cal Arts Gallery.
- ✓ Ms. Anna Fructose-Sanchez (So Cal Edison) has been appointed as the vice president of the Economic Development committee that functions as a part of the Chamber. She is setting up visits with companies to talk about how the Chamber and the College can better serve them.
- ✓ She distributed "Talking Points" (*The Power of Community Colleges*) to the Board which came from a newsletter from the AACC. She briefly highlighted the data in the California system, transfers in the state, transferred prepared student numbers, and noted where some major issues and challenges for the state occur.
- ✓ She was at the Asilomar Leadership Conference yesterday in Monterey and provided a presentation to the attendees. COC had 7 attendees at the event.

Ms. Jenkins noted that:

- ✓ Ms. Suzan Solomon was honored as one of the Women of the Year by the LA County Commission for Women and the LA County Board of Supervisors last week. She and Mrs. MacGregor attended and prepared a commendation for Ms. Solomon from our Board. Ms. Jenkins attended the Newhall School Board meeting last night and presented the commendation to her.
- ✓ Mr. Michael Hogan sent her a letter letting the Board of Trustees know that the Measure C Oversight Committee is fully in compliance with the Measure C funding. She distributed copies of Mr. Hogan's letter to all Board members.

Mr. Pemberton noted that:

- ✓ On March 1, ASG election packets for next year became available and three people for President have already applied.
- ✓ The ASG gave out grant packets yesterday and they will be awarding money in April.
- ✓ Ms. Vogler and he will be attending the National Student Advocacy Conference in Washington DC this weekend.

Mr. Wilk:

- ✓ Noted Dr. Van Hook did a wonderful job at the Chamber lunch and added that many people had never been in the PAC.
- ✓ Attended another Chamber meeting and many people asked if we were considering building a campus in the northern section of the valley.

Mr. Fortine noted that he:

- ✓ Attended the Hart Board meeting last week.
- ✓ Attended the Hispanic Business Committee meeting of the Chamber of Commerce, and his wife was the recipient of one of the awards.
- ✓ He and Dr. Van Hook have worked with Mr. Mike Bone, Marketing Director of the AT&T Championships. Along with Dr. Wilding's help, they have acquired staff and student tickets which are available for \$5.
- ✓ Attended the Economic and Workforce Development conference, which was very interesting. Dr. Dena Maloney, Mr. Pete Bellas, Mr. Paul de la Cerda, Ms. Kristin Houser and Ms. Audrey Green did a great job. He noted he was the only Board member in the audience.
- ✓ Attended a wonderful SCV Theatre Project event.
- ✓ Went to the Las Vegas Revue by the Canyon Theatre Guild.
- ✓ Was at the Chamber Quarterly lunch in the PAC.
- ✓ Attended the Circle of Drums fundraiser and noted it was nice to have Mr. Remo Bellis at the event.
- ✓ Went to the honor band concert by Hart High School and Placerita Junior High School music programs. Both organizations have been mentioned by the state as being in the Top 5.

Ms. MacGregor noted that:

- ✓ The Child Development Center Drum Circle event was great. It is interesting and entertaining and she wishes more people would be involved in it.
- ✓ The Chamber lunch and Dr. Van Hook's presentation was excellent.
- ✓ She attended the 5 Browns and attended the meet and greet with the 5 kids.
- ✓ She is a mentor this semester, has been having meetings with her mentee and is enjoying the experience.
- ✓ The new employee lunch was great and it was nice to learn about new additions.
- ✓ The Foundation subcommittee meetings and the Canyon Country Campus meetings are coming up.
- ✓ On the radio today, she heard about the senior's response to the computer class at the ACCESS site, which was standing room only. They are scheduling another class on the main campus site.
- ✓ Ms. Solomon has served in the area of education in the valley in many ways and for many years. It's a tremendous honor, as each supervisor selects one woman from their entire district for this honor and Ms. Solomon has done so much for this area.

Mr. Tichenor announced:

- ✓ This Friday is the Groundbreaking for the University Center and we are very excited about this new and exciting opportunity. He will be attending, and we are honored to have Congressman McKeon at the event. The College also extends our thanks to Mr. Tom Lee and Mr. Lou Garasi for helping us to raise the funds for this project.

**Reports by Student
Trustee, Staff
Members, and Board
Members
(11.4) con't**

Ms. Jenkins added that:

- ✓ Remo Drums wants to open a Remo Drum site in our area in the future, similar to what they have in the San Fernando Valley.

None.

**Comments by the
Audience for Items Not
on the Agenda
(11.5)**

Ms. Jenkins noted she was aware that Mr. Schrage is working on an update of the Canyon County Educational Center project.

**Requests/Recap of
Requests Made During
the Meeting By Board
Members to Have an
Item on a Future
Agenda
(11.6)**

President Jenkins announced the next meeting will be on Wednesday, March 28, 2007. The meeting is a Business Meeting and will begin at 5:00 pm with Closed Session, Open Session at 6:30 pm in the Staff Dining room.

**Announcement of Next
Meeting (03/28/07) and
Adjournment
(12)**

There being no further business, the meeting was adjourned at 8:55 p.m.

Mrs. Joan W. MacGregor, 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 _____