

SANTA CLARITA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

BUSINESS MEETING
WEDNESDAY, MARCH 28, 2007
MINUTES

The Business Meeting of the Board of Trustees of the Santa Clarita Community College District was called to order on Wednesday, March 28, 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, Vice President, Student Services/Interim Asst. Superintendent
Ms. Sharlene Coleal, Vice President, Business Services
Dr. Barry Gribbons, VP, Institutional Development, Technology and Online Services/
Interim Asst. Superintendent
Ms. Diane Fiero, Vice President, Human Resources
Mr. Michael Dermody, President, Academic Senate
Mr. Eric Harnish, Special Assistant to the Superintendent-President/Interim Director of
External Relations

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

President Jenkins declared a quorum and called the meeting to order at 5:10 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 Negotiator
Santa Clarita Community College District Representative: Dr. Michael Wilding
College of the Canyons Faculty Association (COCFA)
(pursuant to Government Code §54957.6)
- 1.2b Discussion of Denial of Claim
Keenan & Associates Claim No. 4501-07-00002-01-02
Santa Clarita Community College District
(pursuant to Government Code §54956.95(a))

Those present in Closed Session were Capet, Coleal, Fiero, Fortine, Gribbons,
Jenkins, MacGregor, Tichenor, Van Hook, Wilding and Wilk.

The Board returned to Open Session in the Staff Dining Room at 6:40 p.m. President
Jenkins announced the Board took no action in Closed Session.

President Jenkins asked Ray Whitten to lead the flag salute.

**Flag Salute
(1.3)**

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)**

The Board moved approval of the Agenda for the meeting (with the additional information presented for Item 7.1 and correction of pages on Item 7.5) as follows:

**Approval of Agenda
(1.5)**

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

Dr. Van Hook introduced the coaches and athletes from the fall and spring seasons that were present for recognition. Mr. Len Mohny thanked the Board, administration and the coaches for their continued support of the athletic programs. He introduced the athletic teams and the coaches. In addition to introducing their athletes, the coaches provided a brief overview of their season highlights. Present were:

**Recognition
(1.6)**

- Women's Basketball – Coach Harlan Perlman
- Men/Women's Cross Country and Track & Field – Coach Lindie Kane
- Baseball – Coach Chris Cota
- Football – Coach Chuck Lyon
- Men/Women's Golf – Coach Gary Peterson
- Men/Women's Soccer – Mr. Mohny on behalf of Coach Phil Marcellin
- Men's Basketball – Mr. Mohny on behalf of Coach Howard Fisher
- Softball – Coach Ray Whitten
- Women's Volleyball – Mr. Mohny on behalf of Coach Lisa Hooper

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 Contract Between Santa Clarita Community College District and Contiki, Inc. for Educational Travel to Italy, Winter Session 2008
- 5.1 Approval/Ratification of Interfund Transfers
- 5.2 Approval of Proposal to Provide Professional Re-Inventory Services to College of the Canyons
- 5.3 Denial of Claim for Damages – Keenan & Associates Claim No. 4501-07-00002-01-02
- 6.1 Approval of Addendum #01 to Contract for Architectural and Engineering Services for the North Central Plant Project
- 6.2 Approval of Addendum #01 to Contract for Architectural and Engineering Services for the South Cogeneration Plant Project
- 6.3 Approval of Architectural Services Contract for Pre-Design/Build Phase for M-Building Addition Construction Project
- 6.4 Approval to Award Contract for Chemistry Lab (L-304) Spaces Remodel
- 6.5 Approval of Architectural Contract for Design/Consulting Services for Infrastructure and Roads at Canyon Country Educational Center
- 6.6 Approval of Contract for Canyon Country Educational Center for Grading of Modular Building Pads
- 7.1 Approval of Personnel Schedule PERS 2006/2007-14
 - A. ACADEMIC PERSONNEL
 3. Employment, Temporary Hourly as Needed
(additional name(s) presented for approval)
 4. Authorization to Employ – Full-Time

The following academic positions are recommended for the 2007-08 year, pending availability of funding, determination of growth factor for the 2007-2008 year and review of Enrollment Management Plan/Space Utilization Plans for 2007-2008.

 1. Biology Instructor
 2. English (Basic Skills) Instructor
 3. Math (Basic Skills) Instructor
 4. Physical Science Instructor
 5. Art History Instructor

6. Communications (Forensic Director)
7. Music (Chorale/Vocal) Instructor
8. Physical Education Instructor/Softball Coach
9. Theater Instructor
10. Physical Education/Recreation Leadership Instructor
11. Psychology Instructor
12. Math Instructor (2nd Position)
13. English Instructor (2nd Position)
14. History Instructor

B. CLASSIFIED PERSONNEL

No business

C. MANAGEMENT PERSONNEL

No business.

7.2 Approval of Classified Administrator Employment Contract for Custodial Shift Supervisor – Swing Shift

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

President Jenkins moved these items up on the agenda.

The Board moved Approval of Educational Administrator Employment Contract for Dean, Special Programs.

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

**Approval of Educational
Administrator
Employment Contract
for Dean, Special
Programs
(7.3)**

The Board moved Approval of Approval of Educational Administrator Employment Contract for Dean, Enrollment Services

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

**Approval of Educational
Administrator
Employment Contract
for Dean, Enrollment
Services
(7.4)**

The Board moved Approval of Administrator Contract Amendments, with the corrections as distributed and presented at the meeting. Deborah Rio, Sue Bozman, and Daylene Meuschke thanked the Board and Dr. Van Hook for their support, which enables them to the do the best jobs they can.

**Approval of
Administrator Contract
Amendments
(7.5)**

Dr. Van Hook noted that the administrators at College of the Canyons are flexible, demonstrate a propensity toward risk-taking, maximizing opportunities, determination and courage. To a person, they believe that if you can dream it, you can do it, and they do.

Board members expressed their appreciation for the administrative team and noted that this group of administrators help to make the college what it is, and that the college is noted statewide for its excellent staff and that it makes them proud.

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

Board members noted that the CEO is the **one** employee they directly evaluate. They spend a lot of time doing so and are extremely pleased this year with the process. They noted that the leadership she provides is something that stands out in the state and has resulted in stability, innovation, and leadership these past 19 years that is over and beyond the norm. They noted their pride in Dr. Van Hook and underscored the importance of stability in leadership in the CEO **and** the Board of Trustees.

Approval of Contract Amendments for Superintendent-President for 2006/07 and 2007/08 (7.6)

Mrs. Jenkins noted that she is most proud of having been part of the team of Board members who hired Dr. Van Hook, as she has developed an amazing team, assembling the talent, and supporting them to do the best they can. While she is the longest serving CEO, she still has the energy level with which she started.

The Board moved Approval of Contract Amendments for Superintendent-President for 2006/07 and 2007/08.

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

The Board received an update and PowerPoint presentation from Mr. Kevin Holmes, Chair, COC Foundation on the College of the Canyons Foundation Strategic Goals and Plan. His presentation is hereby made a part of these minutes as if fully set forth herein.

Update on the College of the Canyons Foundation Strategic Goals and Plan (10.1)

The Board received a Presentation on Proposed Use for New 501 (c) 3 Auxiliary Services Foundation from Dr. Barry Gribbons. The PowerPoint presentation is hereby made a part of these minutes as if fully set forth herein.

Presentation on Proposed Use for New 501 (c) 3 Auxiliary Services Foundation (5.5)

The Board moved Approval of Revision to Board Policy 544 – Basic Skills Course Limitation, First Reading.

Revision to Board Policy 544 – Basic Skills Course Limitation, First Reading (9.1)

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

The Board received the College of the Canyons Foundation Financial Update, as of December 31, 2006.

College of the Canyons Foundation Financial Update, as of December 31, 2006 (5.4)

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 (3.2)

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

The Board moved Approval of Agreement Between SCCCD and Mr. Douglas Howe (Emerson Management Solutions) for Business Incubator.

Approval of Agreement Between SCCCD and Mr. Douglas Howe (Emerson Management Solutions) for Business Incubator (3.3)

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

**Board of Trustees Minutes – Business Meeting
March 28, 2007**

2006/07-95

The Board moved Approval of the Academic Calendar for 2007-2008.

**Approval of the
Academic Calendar for
2007-2008
(4.1)**

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

Dr. Van Hook announced that:

- ✓ SB 283, which calls for replacing CALSAC with Student Senate is on consent calendar for Senate Higher Education Committee.

**Update on Legislation
(10.2)**

Mr. Dermody:

- ✓ Introduced Anna Palmer, new chair of the Math Department.
- ✓ Noted the Academic Senate is working on a collegial celebration plan to honor faculty achievements.

**Academic Senate
Report
(11.1)**

Dr. Van Hook noted that 10 classified staff members have requested to attend a classified training conference in Lake Tahoe.

**Classified Coordinating
Council Report
(11.2)**

Dr. Van Hook:

- ✓ Stated that she loves to come to work, she loves her job, she looks forward to being a college president here at College of the Canyons each and every day, which is different than many of her colleagues at other colleges.
- ✓ Noted that she would do it again and in the same way at COC because it is a good fit. The values at COC, what the college stands for and what needs to be done, have set the tone and ability for her to do what she loves, to take chances and work to make a difference.
- ✓ Stated that the Board has worked to create an atmosphere where people can take chances.
- ✓ Thanked the Board for their support, noting it was an extreme honor and privilege to work in this district, to have hired 92% of the people who work here, and to see people dare to dream and then do it — saying there is nothing that brings her greater joy. She expressed her gratitude to the Board for their support and confidence and for the naming of the University Center — which started as a dream and is now going to happen!
- ✓ Handed out a President's Update highlighting the Ribbon Cutting at the SBDC the night before. It was well attended and is a great asset to the college and community.
- ✓ Noted that Canyon Country Advisory Committee toured the campus site Monday.
- ✓ Shared that College of the Canyons was mentioned numerous times in the EDPAC Annual Report.
- ✓ Noted FTES is up 7 percent or more over Spring 2006.
- ✓ Said tours of the new buildings will be scheduled soon.
- ✓ Thanked Jesse Munoz for the article in *The Signal* on the Canyon Country campus.

**Supt-President's
Report
(11.3)**

Ms. Fiero:

- ✓ Thanked the Board on behalf of the managers for the Board's support and complimented the managers on their dedication – it is genuine and focused. She also thanked the Board for their support of her contract changes.
- ✓ Commented that President Van Hook deserves all of the accolades that can be laid upon her as she challenges and inspires her staff to elevate their performance. Honoring her by naming the University Center for her is particularly appropriate. The University Center is one of the most innovative ways to attract people. It took courage and tenacity to get it done and it will positively affect generations of residents in our valley. She thanked the Board for bestowing that honor upon Dr. Van Hook and the College.

**Reports by Student
Trustee, Staff
Members, and Board
Members
(11.4)**

Dr. Wilding:

- ✓ Noted that the college's credo – we say yes before we say no – comes from the leadership at the college and that's what makes us different. When you go elsewhere to other colleges, it's not always that way.

**Board of Trustees Minutes – Business Meeting
March 28, 2007**

2006/07-96

Dr. Gribbons:

- ✓ Noted that Dianne has ideas every hour, but it is always great fun to work with a great President and one of the best boards in the state. After interacting with several boards in the state, he is glad he is at College of the Canyons.

Dr. Capet:

- ✓ Thanked the Board and noted he is thrilled to work at College of the Canyons. He noted he feels so comfortable. He commented that the President imagines faster than anyone can implement, but her vision enables the district to be what it is.

Ms. Coleal:

- ✓ Said the interim audit is occurring this week.
- ✓ Commended Donna Haywood on the budget workshops being held with staff.
- ✓ Noted her appreciation for the Board's support of the administrator contracts and the strengths the Board members bring to their roles.
- ✓ She also expressed her appreciation for Dr. Van Hook, who gave her a chance to pursue her career, raised the glass ceiling, and removed barriers for her to be where she is today.

Mr. Pemberton noted that:

- ✓ He and ASG President Sara Vogler attended a legislative conference in Washington D.C. and met with staff from Congressman Wu's office and Senator Boxer's office regarding raising Pell Grant limit.
- ✓ He will miss the next meeting to attend a speech tournament in Houston.

Mr. Wilk:

- ✓ No comment.

Mr. Fortine noted that he:

- ✓ Attended the Tech Ed Conference and met a number of people who were complimentary about College of the Canyons.
- ✓ Attended the AT&T Golf Classic, and it is returning to Valencia Country Club next year.
- ✓ Found the SBDC ribbon cutting to be a very well-done event.

Ms. MacGregor:

- ✓ Attended the Antelope Valley School Boards Association meeting, where students from the Vasquez High School Culinary Arts Program served the dinner.
- ✓ Attended the Library Associates event on Friday.
- ✓ Noted that Board members will do a workshop on Classified Development Day.
- ✓ Said coverage of the University Center groundbreaking was excellent, and the event itself was impressive.

Mr. Tichenor announced that he:

- ✓ Attended the Library Associates event.
- ✓ Found the University Center groundbreaking to be a highlight in the history of the college.

Ms. Jenkins added that:

- ✓ The article in The Signal about the student speaker from the University Center groundbreaking was very nice.

None.

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

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

**Board of Trustees Minutes – Business Meeting
March 28, 2007**

2006/07-97

Mr. Wilk asked that the Board consider endorsing the City of Santa Clarita's Open Space Preservation District.

Mrs. MacGregor asked for additional fold-over business cards for Board members.

President Jenkins announced the next meeting will be on Wednesday, April 11, 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.

There being no further business, the meeting was adjourned at 9:26 p.m.

**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 (04/11/07) and
Adjournment
(12)**

Mrs. Joan W. MacGregor, 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 _____