

SANTA CLARITA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

BUSINESS MEETING
WEDNESDAY, APRIL 9, 2003
MINUTES

The Business Meeting of the Board of Trustees of the Santa Clarita Community College District was called to order on Wednesday, April 9, 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

Members Absent: Mr. Ronald E. Gillis (ill)
Mr. J. Conroy, Student Trustee (ill)

Others Present: Dr. Dianne Van Hook, Superintendent-President
Dr. Phil Hartley, Vice-President, Instruction and Student Services (departed 7:10pm)
Ms. Sharlene Coleal, Interim Chief Business Officer
Dr. Michael Wilding, Dean, Student Services
Ms. Anita Morris, Dean, Human Resources
Ms. Debbie-Lynn Roberts, ASG President (sitting in for Mr. Conroy)
Ms. Lynne Mayer, Classified Coordinating Council/Administrative Assistant

Special Guests: Mr. Len Mohney, Dean of Athletics
Athletic Teams – Coaches and Athletes
Mr. Jim Schrage, Director, Facilities Planning and Services
Ms. Kathleen Maloney, Executive Director, COC Foundation
Mr. Mike Maloney, Member, COC Foundation Board of Directors

President Fortine declared a quorum and called the meeting to order at 5:10 p.m.

**QUORUM
ESTABLISHED
(1.1)**

The Board moved to Closed Session to discuss the following:

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

**CLOSED SESSION
(1.2)**

Those present were Coleal, Fortine, Hartley, Jenkins, MacGregor, Morris, Tichenor, Van Hook, and Wilding.

The Board returned to Open Session at 6:40 pm. President Fortine announced the Board took no action in Closed Session.

President Fortine led the flag salute.

**FLAG SALUTE
(1.3)**

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2002/03-84

President Fortine welcomed all present and invited members of the audience desiring to address the Board to so indicate and they would be recognized. President Fortine announced the passing of former COC Foundation Board member Mr. Gene Burke, noting this is a great loss for the college. Mr. Fortine told the audience that Mr. Burke was a strong supporter of our athletic programs and generously made donations for the teams and the college. We will miss him.

**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: 4-0
ASG President : Aye

The Board moved approval of the Minutes for March 26, 2003, the Joint meeting with the ASG Officers (with a change to better reflect Mr. Ward's comments under item 4.1) as follows:

**APPROVAL OF
MINUTES (03/26/03)
(1.6)**

Motion: MacGregor Second: Tichenor; Record of Board Vote: 4-0
ASG President : Aye

Dr. Van Hook welcomed the coaches and athletic students and congratulated them on their success this past year. President Fortine welcomed the students and told them how proud the Board of Trustees was of their success.

**RECOGNITION/
INFORMATION – Fall
Athletic Teams
(1.7)**

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
- Women's Water Polo – Coach Diana Stanich
- Men/Women's Cross Country – Coach Lindie Kane
- Soccer – Coach Phil Marcellin
- Football – Coach Chuck Lyon
- Women's Volleyball – Coach Lisa Moser
- Club Hockey – Coach Jim Schrage

The Board thanked the students for taking time to be present at the meeting, noting the Board's appreciation and awe of their many accomplishments.

Dr. Van Hook also noted that:

- ✓ Dr. Hartley received a letter from the Housing Authority of the County of L.A. and the Traffic Violator School Monitoring Division. The letter commended Ms. Britt Anderson, Community Extension, for her high level of professionalism and courtesy she showed during a recent audit.
- ✓ The Phi Theta Kappa All-American Team winners are in Sacramento this week for the awards luncheon. We plan on having these two students at the May 14 meeting for recognition.
- ✓ At the CCLC Conference in November, 2002, COC won the "Show of Spirit" Award, which included a \$500 check given to the Foundation for a student scholarship. She showed a trophy that will be put in our display case as well.

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2002/03-85

The Board removed item 6.3 from the Consent Calendar and moved approval of the Consent Calendar with the revision to Item 5.3 and the additional information for Item 7.1:

**CONSENT CALENDAR
(2)**

- 3.1 Approval of New and Modified Courses and Programs
- 3.2 Approval of the Parent Guidelines for the Center for Early Childhood Education Children’s Center
- 5.1 Approval of Purchase Order Schedule PO 2002/03-10
- 5.2 Approval of Travel Authorizations Schedule T 02/03-10
- 5.3 Approval of Nursing Education Agreement Between Santa Clarita Community College District and 1) Facey Medical Group and 2) Encino/ Tarzana Regional Medical Center
- 5.4 Ratification of Non-Disclosure and Confidentiality Agreement Between Los Angeles County Office of Education and Santa Clarita Community College District
- 5.5 Approval of Agreement Between Santa Clarita Community College District and California Manufacturing Technology Center
- 5.6 Approval of Resolution No. 2002/03-19: Resolution Authorizing the Issuance of a 2003 Tax and Revenue Anticipation Note and Participation in the Community College League of California Cash Flow Financing Program
- 5.7 Ratification of Agreement Between Santa Clarita Community College District and Kirkhill-TA Manufacturing
- 5.8 Ratification of Generating Interconnection Agreement Between Southern California Edison and Santa Clarita Community College District
- 6.1 Approval of Change Order #03 to McLaughlin Construction for the T-Building Expansion Project
- 6.2 Approval of Change Orders for Performing Arts Center
- 7.1 Approval of Personnel Schedule PERS 2002/2003-13
 - B. CLASSIFIED PERSONNEL
 - 1. Termination/Resignation
Kathleen Curtis, Administrative Assistant IV (Institutional Development & Technology), resignation effective 5/2/03.
 - 2. Employment – Regular
Laurie Chacanaca, Financial Aid Technician I, Classified Represented Salary Schedule B, Range 22, Step 3, (\$3150) effective 4/21/03.
 - 3. Authorization to Employ – Full-Time
Replacement for Kathleen Curtis
- 7.2 Approval of Fiscal Year 2003-2004 Holiday Schedule for Classified Employees

Motion: MacGregor Second: Jenkins

Record of Board Vote: 4-0
ASG President: Aye

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2002/03-86

The Board removed Item 6.3 from the Consent Calendar for separate action. Mr. Schrage explained there was some confusion when bids were submitted and he recommended the Board reject all bids and move for new bids to be submitted, which was the motion by the Board.

Motion: Jenkins Second: Tichenor Record of Board Vote: 4-0
ASG President: Aye

**APPROVAL TO
AWARD CONTRACT
FOR THE ELECTRICAL
SYSTEMS
INFRASTRUCTURE
MODERNIZATION
PROJECT
(6.3)**

The Board moved Approval/Ratification of the Budget Transfers as presented:

Motion: Tichenor Second: Jenkins Record of Board Vote: 4-0
ASG President: Aye

**APPROVAL/
RATIFICATION OF
BUDGET TRANSFERS
(5.9)**

The Board moved Conceptual Approval of the Entrepreneurial Activities of the COC Foundation as follows:

Motion: MacGregor Second: Tichenor Record of Board Vote: 4-0
ASG President: Aye

**CONCEPTUAL
APPROVAL—ENTREP
RENEURIAL
ACTIVITIES OF
COLLEGE OF THE
CANYONS
FOUNDATION
(5.10)**

The Board moved Acceptance of the COC Foundation Audited Financial Statements for Fiscal Year 2001/02.

Motion: MacGregor Second: Tichenor Record of Board Vote: 4-0
ASG President: Aye

**ACCEPTANCE OF COC
FOUNDATION
AUDITED FINANCIAL
STATEMENTS FOR FY
2001/02
(5.11)**

The Financial Report for month ending February 28, 2003 was presented to the Board for information. There was a brief question and answer period.

**FINANCIAL REPORT
FOR MONTH ENDING
FEBRUARY 28, 2003
(5.12)**

The Board requested Dr. Wilding to make a small adjustment to the Procedure, which would reflect wording to allow the student member the ability to use the allocated funds between two semesters with more flexibility. The Board did not wish to have a third reading in order to approve this change and moved approval of the Procedure for implementing Board Policy #109 (with the changes) as follows:

Motion: MacGregor Second: Jenkins Record of Board Vote: 4-0
ASG President: Aye

**APPROVAL OF
PROCEDURE FOR
IMPLEMENTING
BOARD POLICY #109,
STUDENT MEMBER –
SECOND READING
(8.1)**

The Board moved Approval of the Modification to the Procedure for Implementing Board Policy #120, Compensation and Benefits for Voting Board Members as follows:

Motion: Jenkins Second: MacGregor Record of Board Vote: 4-0
ASG President: Aye

**APPROVAL OF
REVISION TO
PROCEDURE FOR
IMPLEMENTING
BOARD POLICY #120,
COMPENSATION &
BENEFITS FOR
VOTING BOARD
MEMBERS
(8.2)**

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2002/03-87

The Board moved Approval of Resolution 2002/03-20: To order biennial governing board member election, November 4, 2003 for 3 seats on the Board.

Motion: MacGregor Second: Tichenor

Record of Board Vote: 4-0
ASG President: Aye

**APPROVAL OF
RESOLUTION 2002/03-
20: TO ORDER
BIENNIAL GOVERNING
BOARD MEMBER
ELECTION, 11/4/03
(9.1)**

Dr. Van Hook reported that:

- ✓ She had received additional communication from Mr. Ortell (from Citrus College) regarding SB6 (Alpert) Public Education Governance.
- ✓ Ms. Bonnie Slauson called to request her to contact Senator Knight, asking him to oppose SB6 when it is heard in the next few weeks.
- ✓ She also received a call from Senator Knight's office asking her to write a letter regarding SB 242 (Field Act), which she is pleased to do.
- ✓ AB40, which addresses equalization and how funds are allocated, passed last week through the Higher Education Committee.
- ✓ Both she and Chancellor Nussbaum have been discussing the reauthorization of the Workforce Investment Act (WIA) with Congressman McKeon on a regular basis, in an attempt to streamline the recording requirements.
- ✓ She met with Mr. Rick Winsman, Mr. John McElwain, and Ms. Sue Bozman to discuss the business perspective and advocacy efforts during a conference call with Mr. David Viar from the CCLC.
- ✓ She had another call with Mr. Jerry Seedborg and is working to get the strategies lined up. She acknowledged him for his guidance and expertise.

**UPDATE ON
LEGISLATION
(9.2)**

Ms. Sharlene Coleal presented a PowerPoint presentation to the Board to address the Mid-Year Budget cuts and the impact on COC. The Board thanked Ms. Coleal and Dr. Van Hook for keeping them informed. Highlights from the presentation included the following:

- ✓ A recap of the 7 versions of the 2002/03 mid-year reductions
- ✓ The final approved version (SB18X) included:
 - \$720,000 reduction for property tax shortfall
 - PFE reduction of \$43,000 (75% less than anticipated \$200,000 cut)
 - Scheduled Maintenance cut of \$141,000, covered by GO Bond
 - Block Grant/Instructional Equipment reduced by \$231,000, with the balance of \$151,000 being covered by one-time money from the state
- ✓ Effect of categorical/grant funds include:
 - TRDP/TEACH - \$150,000 reduction to be offset by 2003/04 budget
 - TTIP reduction of \$35,000, absorbed by TTIP fund
 - Prior year adjustments of \$200,000
- ✓ Total effect on contingency is \$1.1million, offset by District budget reductions of \$943,000, comprised of unfilled positions/benefits
- ✓ Impact on unrestricted general funds for 2002/03 include budget reductions through March 2003 and equals the reserve contingency percentage of 5.2%
- ✓ Future impact to growth and additional cuts to PFE are possible

No report.

**ACADEMIC SENATE
REPORT
(10.1)**

Ms. Mayer announced the Classified Coordinating Council would be holding the spring arts and crafts fair on April 12 and 13 in parking lot #8.

**CLASSIFIED
COORDINATING
COUNCIL REPORT
(10.2)**

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2002/03-88

Dr. Van Hook announced that:

- ✓ The Foundation has a new flyer containing information about the University Center. Each Board has been given one in their packets.
- ✓ There is a brochure in their packets entitled *Gender Equity in Athletics*, which is also available on the COA website. The Gender Equity Committee that Dr. Van Hook chairs developed it, however, Dr. Wilding did the lion's share of the work.
- ✓ A joint meeting with the Hart District and COC administration was held last week.
- ✓ COC was notified we have won at least one award at the Community College Public Relations Organization (CCPRO) Awards, to be held in San Diego. We have several entries and she also nominated Ms. Bozman for the "Pro Award."
- ✓ The Sue Wong/Vincent Price Exhibition in the Art Gallery was a great success. She thanked Mrs. MacGregor for being in attendance to read and present the Resolution to Ms. Wong on behalf of the Board and herself.
- ✓ A workshop about "Doing Business with China" will be held April 22.
- ✓ Student brochures printed in Spanish were distributed. They contain information about Occupational Programs at COC.
- ✓ We plan on issuing bonds in the foreseeable future and have received word we will be releasing \$15-17.5 million within a certain period of time.

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

Ms. Coleal reported that she had attended the Sue Wong event.

Dr. Wilding and Ms. Morris had nothing to report.

Ms. Roberts, on behalf of Mr. Conroy, announced that:

- ✓ The ASG has completed their elections today. Results are not completed however, until the on-line voting has been tabulated.
- ✓ Mrs. Jenkins, Mr. Conroy and she attended the TEACH Program presentation at Universal Studios last week. It was a great success and well attended. They appreciated Mrs. Jenkins' help and participation.
- ✓ The advocacy efforts are still moving forward as this year's officers plan on carrying the work over to next year's officers for their continued focus.

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

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

Member Jenkins attended the TEACH symposium with Ms. Roberts and Mr. J. Conroy. She also noted the advocacy efforts are still moving forward and going strong.

Member MacGregor attended the Sue Wong reception and was pleased to present the Resolution to Ms. Wong on behalf of the Board; visited some land sites in the Canyon Country area with Mr. Jim Bizzelle and Dr. Van Hook; attended the Site Selection Committee meeting; participated as a judge for the Bank of America's scholarships; met the Regional leader of the TEACH program; participated in the alumni scholarship planning committee meeting; was part of a video conference for the ACES committee members, noting it was held at COC and they were able to cover a lot of ground in a short amount of time. She thanked Ms. Sue Bozman and Ms. Kathleen Maloney for the articles they wrote that coincidentally appeared side-by-side in the newspaper, and she thanked Dr. Van Hook for the helpful "Talking Points" notebooks that were distributed to the Board.

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2002/03-89

Member Tichenor attended the Interim University Center's informational session from the CSUN Department of Education and the credential program being offered. He noted their high level of interest in our community for this program.

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

President Fortine attended the Chamber lunch, the Cougar Pride Big Win, a meeting of the committee for Silver Spur, the Walk of Western Stars Dinner, the Government Issues Summit meeting, and a productive meeting with Dr. Van Hook and Assemblyman Richman.

President Fortine noted that because items of discussion are not on the agenda, the Board cannot comment on or act upon them.

**COMMENTS BY THE
AUDIENCE FOR
ITEMS NOT ON THE
AGENDA.
(10.5)**

Mr. Gordon Richiusa addressed the Board regarding reconsideration of the motion to appeal the Part-Time Faculty United organizing decision. Mr. Richiusa respectfully suggested this issue be placed on the agenda so that there could be a public vote by the Board of Trustees and this appeal could possibly be retracted.

Member Tichenor made the request to have the CSUN Education Department present information about their new teaching credential program to the Board.

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

President Fortine announced the next meeting would be on Wednesday, April 23, from 4:00 to 7:00pm in Private Dining Room #2. This will be a Board Workshop / Study Session and is open to the public.

**ANNOUNCEMENT OF
NEXT MEETING
(4/23/03) AND
ADJOURNMENT
(11)**

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

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 _____