

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

**BUSINESS MEETING**  
**WEDNESDAY, APRIL 14, 2004**  
**MINUTES**

The Business Meeting of the Board of Trustees of the Santa Clarita Community College District was called to order on Wednesday, April 14, 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. Joan W. MacGregor  
 Mr. Ernest L. Tichenor

Members Absent: Mrs. Michele R. Jenkins (out of town)  
 Mr. Earl Foust III, Student Trustee (ill)

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: Ms. Sue Bozman, Dean, District Communications, Marketing & External Relations  
 Mr. Garrett Tujague, Athletic Counselor  
 Athletes and Coaches  
 Mr. Steve Dowty, Kruger Bensen Ziemer Architects, Inc.  
 Mr. Thierry Cassan, Kruger Bensen Ziemer Architects, Inc.

President Tichenor declared a quorum and called the meeting to order at 5:08 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 Conference with Labor Negotiator  
 Santa Clarita Community College District Representative:  
 Dr. Michael Wilding  
 College of the Canyons Faculty Association (COCFA)
- 1.2c 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 6:40 pm. President Tichenor announced the Board took no action 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

**WELCOME GUESTS**

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2003/04-86

The Board moved approval of the Agenda for the meeting.

**APPROVAL OF AGENDA  
(1.5)**

Motion: MacGregor                      Second: Fortine                      Record of Board Vote: 4-0

The Board moved to table the minutes of February 25, 2004, approve the minutes of March 10, 2004 with the correction of a title distributed at the meeting, and approve the minutes of March 24, 2004:

**APPROVAL OF MINUTES  
(2/25/04, 3/10/04 and  
3/24/04)  
(1.5)**

Motion: MacGregor                      Second: Fortine                      Record of Board Vote: 4-0

Dr. Van Hook recognized Ms. Bozman for being the recipient of this year's Community College Public Relations Organization's (CCPRO) All Pro Award. Ms. Bozman received the award on March 15 at the CCPRO annual conference. For all 109 California community colleges, there is only one of these awards given out each year. Ms. Bozman has been an active member of our staff and has built the Public Information Office from herself to adding 4 other fantastic staff members. She has been active in the state and the CCPRO organization. She was awarded the SCV Newsmaker of the Year Award for Most Cooperative with the Press in 2003, has received a number of national honors, and has been giving of her time to other organizations, including the Youth Orchestra, the Wine Classic, VIA and the Chamber of Commerce. She's done an amazing job to help the community appreciate what COC offers.

**RECOGNITION/  
INFORMATION  
(1.7)**

President Tichenor and Dr. Van Hook recognized the student athletes at the meeting, noting their ability to balance their sport, job, schoolwork and other responsibilities is an inspiration to everyone. They commended them for representing the college so well and expressed appreciation to the coaches for their tireless efforts for these talented students.

Dr. Van Hook introduced Coach Garrett Tujague, who is also the athletic counselor at COC. On behalf of Mr. Len Mohny, who could not be present at the meeting, Coach Tujague thanked the Board and Administration for recognizing the athletes and for their support to their programs. Mr. Tujague 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 Softball – Coach Ray Whitten
- Men's Baseball – Coach Chris Cota
- Men's Golf – Coach Gary Peterson
- Men/Women's Track & Field – Coach Lindie Kane
- Swimming – Coach Diana Stanich
- Women's Basketball – Coach Harlan Perlman
- Club Hockey – Coach/Manager Jim Schrage

Each Board member thanked the students for taking time to be present at the meeting, noting the Board's appreciation their many accomplishments and the pride they bring to the college. They also thanked the coaches, assistant coaches and Mr. Tujague, for their leadership and guidance to our athletes.

Dr. Van Hook also recognized

- ✓ Mr. Len Mohny, who was inducted into the California Community College Baseball Coaches Association Hall of Fame. He will be honored at a dinner on May 28 in Fresno that will be held in conjunction with the final four baseball team playoffs. Mr. Mohny, who was athletic director for 12 years, always brightens everything and everyone around him on a daily basis. He is a COC alumna and was the baseball coach. She noted this award is well deserved

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- ✓ Ms. Leslie Carr, Director of Professional Development for her work in putting together the Classified Development Day on campus on April 6<sup>th</sup>. She noted Ms. Carr's commitment to always providing growth opportunities for all staff and faculty members, and this day for the classified staff was no exception. She thanked Ms. Carr for her dedication to the college and the professional development program.
- ✓ The Cooperative Work Experience Education (CWEE) program at COC and the Director, Mr. Stan Wright, was named the 2004 Outstanding College Program by California Cooperative Education and Internship Association. The CWEE program will receive an award at the annual CCCIA conference on April 22 in Santa Monica.
- ✓ The Defense Contract Management Agency (US Dept of Defense, Van Nuys Office), which is one of our business partners for internships, was named the 2004 Outstanding Employer for their work with COC in hiring COC interns. Three members of their management team will be honored at the April 22<sup>nd</sup> luncheon, also.

**RECOGNITION/  
INFORMATION  
(1.7) (con't)**

The Board moved approval of the Consent Calendar as noted below:

**CONSENT CALENDAR  
(2)**

- 3.1 Approval of Contracts Pursuant to the China Conference "Exploring Business with China" on April 21, 2004
- 3.2 Ratification of Del West Engineering Contract for the Employee Training Institute
- 5.1 Approval of Purchase Order Schedule PO 2003/04-09
- 5.2 Approval of Travel Authorizations Schedule T 2003/04-10
- 5.3 Approval of Authorization for Cash Loan—General Fund to Scheduled Maintenance Fund
- 5.4 Approval to Award RFP and Execute Contract for Cafeteria Food Services
- 6.1 Approval of Notice of Completion for the Installation of Electrical Conductors between Manhole "D" and I-Building
- 6.2 Approval of Change Orders #04, #05, and #06 for the Scheduled Maintenance Electrical Projects
- 6.3 Approval of Change Orders for Performing Arts Center
- 7.1 Approval of Personal Schedule PERS 2003/2004-14
- 7.2 Approval of Resolution 2003/04-19 in Support of Classified School Employees Week
- 7.3 Approval of Resolution 2003/04-20 CalSTRS 2-Year Retirement Incentive Program
- 8.1 Approval of Agreement for Professional Services with Mary Silva for Grants Development
- 8.2 Approval of Surplus District Property Other than Land under Board Policy 707
- 8.3 Approval of Professional Services Agreement Between Santa Clarita Community College District and NE Systems, Inc.
- 8.4 Approval of Maintenance Contract Between Santa Clarita Community College District and Net Support School, Inc.
- 8.5 Approval of Renewals Between Santa Clarita Community College District and Datatel for Partner Specific Products: 1) Unidata Licensed Products, 2) eCommerce Client Report and eCommerce Licensed Products, and 3) SecuritySmith Licensed Products

Motion: MacGregor            Second: Fortine            Record of Board Vote: 4-0

The Board moved Acceptance of the Partnership for Excellence Annual Report.

Motion: MacGregor            Second: Gillis            Record of Board Vote: 4-0

**ACCEPTANCE OF THE  
PARTNERSHIP FOR  
EXCELLENCE ANNUAL  
REPORT**

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2003/04-88

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

Motion: MacGregor                      Second: Fortine                      Record of Board Vote: 4-0

**APPROVAL/  
RATIFICATION OF  
BUDGET TRANSFERS  
(5.5)**

The Financial Report for Month Ending February 29, 2004 was presented as information to the Board.

**FINANCIAL REPORT  
MONTH ENDING  
FEBRUARY 29, 2004  
(5.6)**

Mr. Steve Dowty, Kruger, Bensen and Ziemer Architects, Inc., (KBZ) was on hand, along with his associate, Mr. Thierry Cassan, to provide an overview of the new Classroom High Technology Laboratory to be built on the COC campus. Mr. Dowty presented a PowerPoint to the Board, highlighting the flexible labs and classrooms that will be built, the study areas, and the elevations of the building from all angles around the campus.

**PRESENTATION BY  
ARCHITECTS ON THE  
CLASSROOM HIGH  
TECHNOLOGY  
LABORATORY  
(6.4)**

The Board and Administrators thanked Mr. Dowty and the firm of KBZ for listening to our requests during the design process, and for creating a beautiful building in a unique location on campus.

The Board moved Approval of Proposed Modifications to Board Policy 501: Eligibility Requirements for Admission—New Students, First Reading

Motion: MacGregor                      Second: Gillis                      Record of Board Vote: 4-0

**APPROVAL OF  
PROPOSED  
MODIFICATIONS TO  
BOARD POLICY 501:  
ELIGIBILITY  
REQUIREMENTS FOR  
ADMISSION—NEW  
STUDENTS, FIRST  
READING  
(9.1)**

Dr. Wilding noted this new information is now available on our website. We have also worked with the Hart District counselors, through our Outreach program and have placed the information in our class schedules, in an effort to get this information disseminated to high school students. He noted we worked with the Hart District counselors to write this policy and the Hart District website now links to the COC website for concurrent enrollment information.

Dr. Van Hook reported that:

- ✓ She received (and distributed to the Board) information from Ms. Jenkins requesting that Board of Trustees members call members of the CCCT Board to encourage them not to support the compromise proposal for equalization in funding that is being circulated. The Governor's proposed plan shows he is willing to put in the money needed to "level the playing field" and districts should take advantage of the opportunity presented by the Governor. She noted she will be communicating with the members of the CEO Board, also.

**UPDATE ON  
LEGISLATION  
(10.1)**

The Board moved approval of the Formation of the COC/Hart District Advocacy Committee. Ms. MacGregor nominated Mr. Fortine to serve as a member of the committee. It was seconded by Mr. Gillis.

**APPROVAL OF THE  
FORMATION OF THE  
COC/HART DISTRICT  
ADVOCACY COMMITTEE  
AND NOMINATION OF  
COMMITTEE MEMBERS  
(10.2)**

The Board nominated the student member of the Board (for each year) to automatically be a member of this committee as well.

Mr. Dermody noted that:

- ✓ There will be a breakfast for our graduates on Friday, May 21. Breakfast will be served by the faculty members, and the Board and Administration is also welcome to participate in serving.

**ACADEMIC SENATE  
REPORT  
(11.1)**

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- ✓ The faculty party usually held at El Torito's will be held in the Cougar Den this year on May 21<sup>st</sup> from 3-5:00pm. It will be a fundraiser for the Emeriti Scholarship Fund and retirees will be invited to participate also.
- ✓ There are photos of retired faculty members and educational administrators on display in I-330. If you get a chance, please stop by.

**ACADEMIC SENATE  
REPORT  
(11.1) (con't)**

On behalf of Ms. Allison Devlin, Ms. Mayer announced that Single Mothers Outreach, a Service-Learning partner, will hold a "Show Stopper Celebrity Showcase" on Sunday, April 18 from 10:00 am to 4:00 pm at the Hyatt. Attendees can meet their favorite classic movie and TV stars and shop for rare Hollywood Memorabilia. Tickets are available at the door for \$10.

**CLASSIFIED  
COORDINATING  
COUNCIL REPORT  
(11.2)**

Dr. Van Hook reported that:

- ✓ She kicked off the planning for the college's 35<sup>th</sup> anniversary via a meeting held last week. We have good, creative ideas and it should be a great celebration with all of the exciting events planned to happen on the campus.
- ✓ She chaired a follow-up meeting on the Performing Arts Center, and everything is falling into place for the Grand Opening month of celebration and the inaugural year of the center.
- ✓ A meeting of the Belcaro Senior Activities Planning Committee was held on April 13. A large group of "active adults" moving into this new community want to volunteer at the college and become involved. She initiated contact with representatives from Belcaro last year and they have expressed a desire to work with the college to develop some ideas of how we can work together.
- ✓ She visited another possible site for the Canyon Country Educational Center earlier today with Jim Schrage.
- ✓ She had a meeting with a local developer regarding a location for a satellite campus on this end of the Santa Clarita Valley. She offered her thanks to the City for giving us this excellent lead for the college.
- ✓ She attended an under-funded district caucus meeting last week in Long Beach with Ms. Coleal.
- ✓ She received a telephone call from a representative of CAEL who invited us to submit a proposal for a \$160k grant to access adult workers in the workplace. The proposal is due next Wednesday and we'll get ourselves into the arena despite the short notice.

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

Ms. Coleal noted that:

- ✓ She appreciated the Board's support and approval of the ISSI Food Services Contract. We've enjoyed working with them and are looking forward to continuing this.
- ✓ She attended a SWACC JPA meeting last week in San Francisco. Ms. Coleal was joined by Ms. Mary Ann Bardin at this meeting, as Ms. Bardin is working the college's risk management issues and is doing a great job for us.
- ✓ She attended the meeting at LBCC with Dr. Van Hook and was glad to have her knowledge about the equalization situation and the funding formula for community colleges.

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

Dr. Hartley reported that:

- ✓ The college's travel education program is off to a good start. This summer's month-long credit class in Hotel & Restaurant management in Rome has 24 participants already signed up.

Dr. Wilding announced that:

- ✓ This year's total number of graduates is up almost 200 people over previous years, giving us the highest number of graduates to date. He believes this increase is due to the fact that Admissions & Records sent out notices to potential graduates, letting them know how many units they had left before

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Mr Gillis had nothing to report.

Mr. Fortine announced that he attended the VIA Business 2 Business event, the Western Walk of Stars Dinner, the Cowboy & Music Festival (as a guest of Councilwoman Laurene Weste), the Betty Ferguson Vine 2 Wine event, and the Classified Development Day luncheon on campus.

He also noted he is assisting on the committee meetings for “Dave’s March for Justice,” in honor of slain deputy David March. This rally will be held at COC on May 8<sup>th</sup> from 10am to noon to raise awareness of the fact that over 300 people who have been murdered in the U.S. were killed by people who have fled to Mexico and have not been brought to justice.

He reminded the Board and Administration about the China Conference on April 21st. He encouraged everyone to stop by the reception the prior evening at the home of Lisa and Dan Boaz.

Ms. MacGregor noted again how impressed she was with the Silver Spur event. She and her guests enjoyed the evening tremendously. She noted she has been involved with the Foundation helping to work on their policy manual. She will be attending the CCLC Annual Trustees Conference in Long Beach from April 30 to May 2.

For the joint meeting with the COC Foundation, Ms. MacGregor requested an update on the University Center Capital Campaign. She also requested a copy of their audit prior to the meeting.

Mr. Tichenor noted he had met with Mr. Steve Zimmer (the President of the COC Foundation Board), along with Dr. Van Hook and Ms. Kathleen Maloney earlier this week to plan the workshop meeting with the two Boards.

Ms. Claudia Reyes, Canyon Call, reminded everyone about the Literacy Fair being held at COC on April 17. They have about 100 RSVPs and are hoping for more people to attend that day. She also asked the Board for any input they might have, as she will be traveling to Sacramento on May 11<sup>th</sup> with the Future Educator’s Club to advocate for education on Capital Hill.

President Tichenor announced the next meeting is a workshop with the COC Foundation Board of Directors. It will be held on Wednesday, April 28, 2004 at 6:00 pm in S-132, Staff Dining Room, College of the Canyons Student Center.

There being no further business, the meeting was adjourned at 9:09 p.m.

**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)**

**ANNOUNCEMENT OF  
NEXT MEETING  
(04/28/04) AND  
ADJOURNMENT  
(12)**

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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 \_\_\_\_\_