

SANTA CLARITA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

JOINT MEETING WITH THE
COC FOUNDATION BOARD OF DIRECTORS
WEDNESDAY, MAY 28, 2008
MINUTES

The Business Meeting of the Board of Trustees of the Santa Clarita Community College District was called to order on Wednesday, May 28, 2008 by President Ernie Tichenor in the Board meeting room (HSLH137), 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. Nicolas Cardenas, Student Trustee

Others Present: Dr. Dianne Van Hook, Superintendent-President
Mr. Kevin Holmes, Chairman, Foundation Board of Directors
Mr. Dean Ogrin, Vice-Chair, Foundation Board of Directors
Dr. Mitjl Capet, Asst. Superintendent/VP, Instruction
Ms. Sharlene Coleal, Asst. Superintendent/VP, Business Services and Treasurer,
Foundation Board of Directors (left 6:40 pm, returned 8:00 pm)
Dr. Barry Gribbons, Asst. Superintendent/VP, Institutional Development, Technology,
and Online Services
Ms. Dena Maloney, Founding Dean, Canyon Country Campus and Member,
Foundation Board of Directors
Ms. Cathy Ritz, Chief Operational Officer, COC Foundation
Mr. Murray Wood, Chief Development Officer, COC Foundation
Ms. Michele Edmonson, Assistant Director of Development, COC Foundation
Ms. Shannon Munoz, Administrative Assistant, Special Events (COC Foundation)
Ms. Lynne Mayer, Administrative Assistant to the Superintendent-President and
Board of Trustees

Members
Foundation Board of
Directors Present: Ms. Sharon Bronson, Mr. Michael Berger, Mr. Bob McCarty, Mr. Bill Kennedy, Ms. Jill Mellady, Ms. Rita Garasi, Ms. Diana Cusumano, Mr. Frank Kleeman, Ms. Charlotte Kleeman, Mr. Scott Schauer, Ms. Cindy Smith, Ms. Diana Cusumano, Mr. Mark Jenkins, Ms. Roxie Ramey, Mr. Mike Lebecki, Mr. Randy Moberg, Mr. Arif Halaby, (departed 8:29pm), Mr. Robert Drescher, Ms. Peggy Cannistraci, Ms. Tamara Gurney, and Ms. Julie Sturgeon.

Other Administrators/Staff Present (during presentation of Business items): Dr. Mike Wilding, Mr. Jim Schrage, Ms. Diane Fiero, Ms. Sue Bozman, Mr. John McElwain, Mr. Michael Dermody, Ms. Diane Stewart, Ms. Leslie Bretall, Mr. Chuck Lyon, Mr. Tom Bilbruck, and Mr. Stan Wright.

Mr. Holmes and Mr. Tichenor welcomed everyone and established a quorum for the both Boards, calling the meeting to order at 6:15 p.m.

**Quorum Established
(1.1)**

Mr. Tichenor asked Mr. Berger to lead the flag salute.

**Flag Salute
(1.2)**

Mr. Tichenor welcomed all present and invited members of the audience desiring to address the Board to so indicate and they would be recognized. On behalf of his fellow trustees, he thanked the members of the COC Foundation Board of Directors for being present at the joint meeting.

**Welcome Guests
(1.3)**

**Board of Trustees Minutes –Joint with COC Foundation
May 28, 2008**

2005/06-107

The Foundation Board moved approval of their agenda, and the Board of Trustees moved approval of their agenda.

**Approval of Agenda
(1.4A and 1.4B)**

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

The Foundation Board moved approval of their minutes of March 25, 2008.

**Approval of Foundation
Board Minutes of
3/25/08
(1.5)**

Mr. Tichenor requested to move Item 4.1 forward on the agenda. Ms. MacGregor announced the Board recently made changes to Dr. Van Hook's contract, including:

**Approval of Contract
Amendments for Supt-
President for 2008-09
(4.1)**

- ✓ an extension to the contract to 2013,
- ✓ a 2 month sabbatical, and
- ✓ a new title change to Chancellor, Santa Clarita Community College District.

Ms. MacGregor presented Dr. Van Hook with gifts, noting the Board is thrilled to award this honor to her in her 20th year with this District, and they look forward to more years with her leadership.

Dr. Van Hook thanked the Board for making this move and for receiving this recognition. She thanked the Board, her husband Roger, the staff, and the 3 Board members who were on the Board at the time of her hiring (and present in the audience - Ms. Jenkins, Ms. Linda Cabbage, and Mr. Bill Broyles), and Mr. John Hoskinson, as he was the community member on the selection committee during the hiring process. She noted her job is a joy and it is an honor and privilege to serve the District.

The Board moved approval of the Contract Amendments for the Superintendent-President for 2008-09, in particular, approving her title change to Chancellor, Santa Clarita Community College District (and President of College of the Canyons).

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

- Ms. Michele Edmonson introduced Ms. Nicole Franklin, a COC student who is the recipient of a scholarship on behalf of the COC Foundation. Ms. Franklin provided a brief overview of her educational path and what this scholarship means to her.
- Mr. Tichenor introduced Mr. Michael Dermody, who provided an overview of the Field Studies Program. A short video about the students' involvement in this program was shown.
- Dr. Van Hook announced that Mr. Gary Peterson and the 2008 COC Men's Golf team, who recently won the state championship title. Coach Peterson introduced his players and thanked the Board for the recognition of this accomplishment.

**Recognition/Up Close
and Personal
(1.6)**

The Board of Trustees moved Approval of Business Services Board Policies (Sponsorships, Naming District Facilities and Properties, and Gifts to the District), Second Reading.

**Approval of Business
Services Board Policies
(Sponsorships, Naming
District Facilities and
Properties, and Gifts to
the District), Second
Reading (Board of
Trustees)
(2.1)**

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

The Board thanked the various staff members for their help in incorporating the changes which were suggested by the Board at the first reading of these policies.

Mr. Holmes grouped Items 2.2, 2.3, 2.4, and 2.6 together for approval, as they have been approved by the Foundation Executive Committee, and are presented as ratification. He provided a brief overview of each item ahead of any motions. The Foundation Board members moved Ratification of:

- Revised Naming of District Facilities and Properties Policy (Item 2.2)
- Foundation Sponsorships Policy (Item 2.3)
- Foundation Financial Reports for 2/29/08 and 3/31/08 (Item 2.4)
- Professional Services Agreements - Bauccio, Kerry, Beaumont, Hellwig, and Oliner-Levine (Item 2.6)

Ms. Cathy Ritz provided an update on the College of the Canyons Foundation Financials, as of March 31, 2008 at the meeting. She announced the Foundation Golf Tournament already has a title sponsor (C.A. Rasmussen) and a presenting sponsor (Calex Engineering).

Mr. Holmes noted Mr. Berger has been working diligently to move forward on this agreement to minimize our risk and exposure. Mr. Berger provided a brief overview of the work done to date, a status as to where we are at this point, and our plans to finalize the agreement. He noted in particular that Ms. Coleal was very beneficial in her role working with the City and helping to resolve issues.

Dr. Van Hook noted it has been a laborious effort and she appreciated Mr. Berger's efforts to stay the course. Ms. Jenkins added her appreciation to the members of the Foundation executive committee who paid attention to details and asked the questions the Board of Trustees would also want answers to in the end. She and the rest of the Board of Trustees look forward to having this finalized.

The Foundation Board members moved Approval of New Foundation Board Members – Jay Thomas and Brian Koegle.

An overview of the Foundation's Strategic Plan was provided to the Boards by Mr. Wood via a PowerPoint presentation, which is hereby made a part of these minutes. The Board of Trustees noted they are pleased to have this plan in place and thanked Mr. Wood for his help in moving this forward.

Prior to the vote by the Foundation Board members, Mr. Holmes noted that an affirmative vote also means the Foundation members will help do whatever is needed to make this plan a success. The Foundation Board members moved Approval of the College of the Canyons Foundation Strategic Plan.

An update on Foundation Support Groups and Fundraising Reports was provided as information to everyone. Providing updates were:

- Case Development for Fundraising & Development Activities (Wood) – Will ask each Board member for a sound bite at a future meeting as to what the Foundation means to them.
- Scholarships (Sturgeon) – Highlighted some of the scholarships that have recently been established and provided to students. It was noted this year's award ceremony was sincere, meaningful and everyone enjoyed it. Mr. Tom Bilbruck provided a brief overview of how scholarships are awarded. This year's applicant pool increased 75% over last year and over \$86,000 was awarded.

**Items 2.2, 2.3, 2.4, and
2.6**

**College of the Canyons
Foundation Financial
Update, as of March 31,
2008 (Foundation
Board)
(2.5)**

**Update on the Coffee
Kiosk Agreement
(Foundation Board)
(2.7)**

**Approval of New
Foundation Board
Members – Jay Thomas
and Brian Koegle
(Foundation Board)
(2.8)**

**Approval of the College
of the Canyons
Foundation Strategic
Plan (Foundation
Board)
(2.9)**

**Update on Foundation
Support Groups and
Fundraising Reports
(Foundation Board)
(2.10)**

- Library Associates (F. Kleemen) – Increased fundraising by 15% over last year and \$14,000 was raised. Over 600 letters were sent out last month to qualified prospects for the Library Endowment Fund. The total endowment is approximately \$160,000. The Scholarship presentation is November 14th and is on podcasting, led by Mr. Jon Amador, RTVF department.
- Cougar Club (Ogrin) – Mr. Chuck Lyon noted they are hosting the state soccer finals in December. The Hall of Fame 2009 dinner will be held January 22, 2009 in the new PE Building.
- Early Childhood Education Circle of Friends (Edmonson) – Partnered with the Childhood Education Center, increased funding 81% over last year and have achieved all goals for this year. Ms. Diane Stewart thanked everyone for their support of the Center, noting they are part of an academic program, and providing a mentored environment for their students who are learning to become teachers.
- Community Partnerships (Moberg) – This is a new committee to partner with committees and organizations in the community and build relationships so we can all benefit. Ideas to move this forward were highlighted.
- President’s Circle (Mellady) – Mini-grant program secured funds to provide faculty with the opportunity to access grants and funding. These grants will be awarded August 22. They have \$20,000 to award and look forward to seeing these applications.
- Alumni & Friends (Cannistraci) – Noted it is great to have people step up as alumni and support the College. It doesn’t cost a lot but it opens the door for people to get involved and show support. New benefits include an on-line job board and sponsorships available to members. HITE/Honor students volunteered and made 1000 phone calls each to raise money for this group.
- Canyon Country Campus (Maloney) – A handout was distributed, noting the new campus is providing so much to our students. Summer school excluded, they have over 530 courses and a full summer schedule planned. Non-credit older adult classes are popular, including ESL classes. The Chamber mixer was a great success, and they have more outreach efforts planned as well.
- President’s Report (Van Hook) – A handout was distributed and each topic was briefly highlighted. These included new grants received, physical plant money received from the new central plant rebate payments, growth rate and the impact on COC, and the results of the community survey (done this spring) on our community college. She thanked the Foundation Board and Board of Trustees for their hard work in the community to spread the good word about College of the Canyons and sharing what we have with them. She thanked the Board of Trustees for their support, noting a special thank you to Ms. Jenkins for her willingness to take a chance on her almost 20 years ago. She noted she would not be here if it were not for Ms. Jenkins.

The Board of Trustees moved Approval of the Naming of the Canyon Country Campus Amphitheater.

Motion: MacGregor

Second: Wilk

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

**Approval of the Naming
of the Canyon Country
Campus Amphitheater
(Board of Trustees)
(2.11)**

The Board moved approval of the Consent Calendar, with the additional information provided at the meeting for Item 3.8.

**Consent Calendar
(3)**

- 3.1 Approval of Contract for Surplus Inventory Service (Interscholastic Trading Company, LLC)
- 3.2 Approval of Memorandum of Understanding with the Santa Clarita Auto Fair
- 3.3 Approval of Contract for Scheduled Maintenance Project, Electrical Lighting (H&S Electric)
- 3.4 Approval of Contract for Scheduled Maintenance Project, Mentry Hall (Scotty Chitwood Ceilings, Inc.)

- 3.5 Approval of Contract for Scheduled Maintenance Project, Iron Drain Pipes (Heys Plumbing)
- 3.6 Ratification of Contract for Scheduled Maintenance Project, Classroom Village Project (California Power-Vac)
- 3.7 Ratification of Contract for Scheduled Maintenance Project, HVAC Cleaning in Bonelli Hall (California Power-Vac)
- 3.8 Approval of Personnel Schedule PERS 2007/08-18
- 3.9 Approval of Educational Administrator Employment Contract for Director of Nursing

Motion: MacGregor

Second: Wilk

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

The Board was Presented with the Santa Clarita Community College District Contract Re-Opener Proposal with the California School Employees Association (CSEA) Chapter 725, for 2008. It was announced that a public hearing would be held at the June 11, 2008 Board meeting.

**Presentation of SCCC
Contract Re-Opener
Proposal with the CSEA
Chapter 725, for 2008
(4.2)**

Mr. Holmes noted this is his last meeting as Chair of the Foundation Board. He thanked his fellow Board members for the opportunity to have served in this capacity, and noted he will be out of town at the installation dinner.

**Comments by the
Audience for Items Not
on the Agenda
(5.1)**

Mr. Tichenor added the Board of Trustees' thanks to the Foundation Board for their role in how they help this District become the greatest community college in the state.

None.

**Recap/Request From
Board Members To
Have An Item Placed
On A Future Agenda
(5.2)**

The Board announced the next meeting is a Business Meeting on Wednesday, June 11, 2008, Board Meeting room (HSLH-137), 5:00 pm for Closed Session, 6:30 pm for Open Session.

**Announcement of Next
Meeting (06/11/08) and
Adjournment
(6)**

Having no further business, the meeting was adjourned at 8:33 pm.

Mr. Scott Thomas Wilk, 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 _____