

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

**BUSINESS MEETING**  
**WEDNESDAY JUNE 11, 2008**  
**MINUTES**

The Business Meeting of the Board of Trustees of the Santa Clarita Community College District was called to order on Wednesday, June 11, 2008, by President Ernie Tichenor in the Board Meeting Room (HSLH-137), College of the Canyons, 26455 Rockwell Canyon Road, Valencia, California.

Members Present: Mr. Bruce D. Fortine  
Mrs. Michele R. Jenkins  
Mrs. Joan W. MacGregor  
Mr. Ernest L. Tichenor (arrived 5:25pm)  
Mr. Scott Thomas Wilk  
Mr. Nicolas Cardenas, Student Trustee

Others Present: Dr. Dianne Van Hook, Superintendent-President  
Dr. Michael Wilding, Assistant Superintendent/VP, Student Services  
Dr. Mitjl Capet, Assistant Superintendent/VP, Instruction  
Ms. Sharlene Coleal, Assistant Superintendent/VP, Business Services  
Dr. Barry Gribbons, Assistant Superintendent/VP, Institutional Development, Technology and Online Services (departed 7:04, returned 7:09pm)  
Ms. Diane Fiero, Assistant Superintendent/VP, Human Resources  
Mr. Michael Dermody, President, Academic Senate  
Ms. Lynne Mayer, Administrative Assistant to the Superintendent-President and the Board of Trustees

Special Presenters and Others Present: Mr. Peter Bellas, Director, Center for Applied Competitive Technologies (CACT)  
Ms. Sue Bozman, VP, District Communication, Marketing & External Relations  
Dr. Dena Maloney, Founding Dean, Canyon Country Campus  
Ms. Cynthia Madia, President, CSEA and Classified Senate

Vice-President MacGregor declared a quorum and called the meeting to order at 5:06 pm. The Board moved to Closed Session in the conference room (HSLH-136). **Quorum Established (1.1)**

The Board discussed the following items:

- 1.2a Conference with Real Property Negotiator(s)  
Property Location - Northwest Corner of Campus  
District Negotiators: Ms. Sharlene Coleal, Mr. Jim Schrage and Dr. Barry Gribbons  
Negotiating Parties: Mr. Craig Peters, CB Richard Ellis  
Under Negotiation: Price and Terms of Payment for lease  
*(pursuant to Government Code §54956.8)*
- 1.2b Conference with Real Property Negotiator(s)  
Property: 17866 Sierra Highway, Canyon Country, CA 91351  
District Negotiators: Ms Sharlene Coleal, Mr. Jim Schrage and Dr. Barry Gribbons  
Negotiating Party: Dr. Robert Nolet, Sulphur Springs Union School District  
Under Negotiation: Price and terms of payment for purchase, lease or both  
*(pursuant to Government Code §54956.8)*

**Closed Session (1.2)**

Those present in Closed Session were Capet, Coleal, Fiero, Fortine, Gribbons, Jenkins, MacGregor, Tichenor (arrived 5:25pm), Van Hook, Wilding and Wilk.

The Board returned to Open Session at 6:20 pm and Mr. Tichenor announced no action had been taken in Closed Session.

President Tichenor asked Mr. Eric Harnish to lead the flag salute.

**Flag Salute  
(1.3)**

President Tichenor welcomed all present to the meeting 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).

**Approval of Agenda  
(1.5)**

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

The Board moved approval of the minutes as follows:

**Approval of Minutes  
(4/16/08, 4/23/08,  
5/14/08)  
(1.6)**

April 16, 2008 – Motion: Wilk      Second: MacGregor      Record of Vote: 3-0-2  
Abstain: Jenkins, MacGregor  
Student Trustee: Abstain

April 23, 2008 – Motion: MacGregor      Second: Wilk  
(with amended changes noted at the meeting)      Record of Vote: 5-0  
Student Trustee: Abstain

May 14, 2008 – Motion: Wilk      Second: Jenkins      Record of Vote: 5-0  
Student Trustee: Aye

Dr. Van Hook announced that June 13 will be Mr. Cardenas' birthday, and today is Mr. Dermody's birthday, and everyone sang to them. Dr. Van Hook then introduced:

**Recognition/Up Close  
(1.7)**

- ✓ Mr. Peter Bellas, who provided highlights of the Exemplary Innovation Awards received by our CACT department.
- ✓ Ms. Sue Bozman, who introduced members of the Public Information Office and highlighted the 7 awards (including 4 first places) received by the team at the CCPRO conference this year.
- ✓ Mr. Hsiawen Hull (present in the audience), and she noted he got married a week ago. The Board and administration offered their congratulations.

The Board removed Items 5.6 and 7.1 for separate approval. The Board moved approval of the Consent Calendar, with the change to Item 3.6 to a ratification.

**Consent Calendar  
(2)**

- 3.1 Approval of New and Modified Courses and Programs
- 3.2 Approval of Amendment to Agreement Between Santa Clarita Community College District and Catholic Healthcare West (Allied Health)
- 3.3 Approval of Agreement Between Santa Clarita Community College District and Destination Science Camps for Children (Community Education)
- 3.4 Approval of Agreement Between the Santa Clarita Community College District and Cerritos College CACT (Yearly Agreement)
- 3.5 Approval of Agreement Between the Santa Clarita Community College District and the City of Santa Clarita (Small Business Development Center)
- 3.6 Ratification Approval of Independent Contractor Agreement Between Santa Clarita Community College District and Mr. Jan Keller
- 4.1 Approval of Agreement Between Santa Clarita Community College District and Medical Billing Technologies, Inc. for Medi-Cal Administrative Activities (MAA) Program
- 4.2 Approval of Agreement Between Santa Clarita Community College District and Dr. Frances Willson, Ph.D.
- 5.1 Approval of Purchase Order Schedule PO 07/08-11
- 5.2 Approval of Travel Authorizations Schedule T 07/08-12
- 5.3 Approval of Travel Authorizations Schedule T 08/09-1
- 5.4 Approval/Ratification of Interfund Transfers
- 5.5 Approval of Resolution No. 2007/08-18: 2008/2009 Retroactive Pay for Unrepresented Personnel
- 5.7 Approval of Authorization for Cash Loans – Annual Renewal of Existing Loans for Fiscal Year 2008-2009
- 5.8 Approval of Proposal to Provide Professional Re-Inventory Services to Santa Clarita Community College District

- 5.9 Approval of Contract with Los Angeles County Office of Education for Peoplesoft Financial System, Fiscal Year 2008-2009
- 5.10 Approval of Independent Contract Agreement Between Santa Clarita Community College District and Mr. Jesse Munoz, Freelance Writer and Photographer
- 6.1 Approval of Notices of Completion for the Aliso Lab and Hall Construction Project (Laboratory Expansion Project)
- 6.2 Approval of Notices of Completion for Scheduled Maintenance Projects (Various)
- 6.3 Approval of Notices of Completion for the PE Addition & Tennis Courts Construction Project
- 6.4 Approval of Notice of Completion for Canyon Country Campus Construction Project (Storm Drain Repairs)
- 6.5 Approval of Contract for Repair/Renovation of Campus Facilities (Bird Solutions)
- 6.6 Approval of Independent Contractor Agreement for Facilities Construction Management Services (Mr. Eric Johnson)
- 6.7 Approval of Addendum #05 to Consultant Agreement for Geotechnical Services (Soils Engineering) for the PE Addition and Tennis Courts Construction Project (SubSurface Designs, Inc.)
- 6.8 Approval of Change Order for Canyon Country Campus Construction Project
- 6.9 Approval of Contract for Water Treatment Services (Water In Motion, Inc.)
- 6.10 Approval of Contract for Chiller Maintenance and Service (Trane Company)
- 6.11 Approval of Contract for Fire Alarm Upgrade Scheduled Maintenance Project (SimplexGrinnell)
- 7.2 Approval of Classified Administrator Employment Contract for Interim Director, Community Education
- 8.1 Approval of Surplus District Property Other than Land Under Board Policy 707 (Computer Equipment)
- 8.2 Approval of Maintenance Renewal Between Santa Clarita Community College District and NE Systems Inc.

**Consent Calendar  
(2) con't**

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

Items 5.6 and 7.1 were removed from the Consent Calendar for separate approval. They were voted on as follows (with the additional information provided for Item 7.1):

**Items Removed from  
the Consent Calendar  
(Items 5.6 and 7.1)**

- 5.6 Approval of Authorization for Cash Loan – Annual Renewal of Existing Loan for Fiscal Year 2008-2009 - College of the Canyons Foundation Program Fund (Fund 82) to College of the Canyons Foundation Operating Fund (Fund 81)

Motion: Jenkins                      Second: Wilk                      Record of Board Vote: 4-1  
(Nay: MacGregor)  
Student Trustee:                      Aye

- 7.1 Approval of Personnel Schedule PERS 2007/2008-19

Motion: MacGregor                      Second: Fortine                      Record of Board Vote: 5-0  
Student Trustee:                      Abstain  
(Mr. Cardenas was on the agenda for approval.)

The Board moved Approval of Payments for Supplemental Services for Full-Time and Adjunct Faculty, Information on Full-Time Faculty Reassigned Time, Overload and Extra Session Payments to Date Session Payments.

**Approval of Payments  
for Supplemental  
Services for Full-Time  
& Adjunct Faculty, Info  
on Full-Time Faculty  
Reassigned Time,  
Overload & Extra  
Session Payments  
(3.7)**

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

The Board moved Approval/Ratification of Budget Transfers.

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

**Approval/Ratification of  
Budget Transfers  
(5.11)**

The Board was presented with the Financial Report – Month Ending April 30, 2008 for information.

**Financial Report –  
Month Ending 4/30/08  
(5.12)**

The Board moved Approval of Contract for Canyon Country Campus Construction Project (Calex Engineering Company).

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

**Approval of Contract  
for Canyon Country  
Campus Construction  
Project (Calex  
Engineering Company)  
(6.12)**

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

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

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

The Board moved Approval of Change Orders for the PE Addition and Tennis Courts Construction Project.

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

**Approval of Change  
Orders for the PE  
Addition and Tennis  
Courts Construction  
Project  
(6.14)**

The Board moved Ratification of Award of Contract for PE Addition and Tennis Courts Construction Project.

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

**Ratification of Award of  
Contract for PE  
Addition and Tennis  
Courts Construction  
Project  
(6.15)**

The Board moved Approval to Award Contracts for the Dr. Dianne G. Van Hook University Center Construction Project.

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

**Approval to Award  
Contracts for the Dr.  
Dianne G. Van Hook  
University Center  
Construction Project  
(6.16)**

The Board moved Approval to Award Contracts for Parking Lot #2 at Canyon Country Campus Construction Project.

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

**Approval to Award  
Contracts for Parking  
Lot #2 at Canyon  
Country Campus  
Construction Project  
(6.17)**

The Public Hearing on the Santa Clarita Community College District's Contract Re-opener Proposal with the College of the Canyons Faculty Association, CTA/NEA (COCFA), for 2008/2009 was opened for input. There was no input and the hearing was closed.

**Public Hearing on the  
SCCCD Contract Re-  
opener Proposal with  
the COCFA, CTA/NEA  
for 2008/2009  
(7.3)**

The Public Hearing on the College of the Canyons Faculty Association, CTA/NEA (COCFA) Contract Re-opener Proposal with the Santa Clarita Community College District for 2008/2009 was opened for input. There was none, and the hearing was closed.

**Public Hearing on the COCFA, CTA/NEA) Contract Re-opener Proposal with the SCCCD for 2008/2009 (7.4)**

The Board moved Adoption of the Santa Clarita Community College District's Contract Re-opener Proposal with the College of the Canyons Faculty Association, CTA/NEA (COCFA), for 2008/2009.

**Adoption of the SCCCD Contract Re-opener Proposal with the COCFA, CTA/NEA for 2008/2009 (7.5)**

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

The Public Hearing on the Santa Clarita Community College District's Contract Re-opener Proposal with the California School Employees Association, Chapter 725 (CSEA), for 2008/2009 was opened for input. There was none, and the hearing was closed.

**Public Hearing on the SCCCD Contract Re-opener Proposal with the CSEA, Chapter 725 for 2008/2009 (7.6)**

The Public Hearing on California School Employees Association, Chapter 725 (CSEA) Contract Re-opener Proposal with the Santa Clarita Community College District for 2008/2009 was opened for input. There was none, and the hearing was closed.

**Public Hearing on CSEA, Chapter 725 Contract Re-opener Proposal with the SCCCD for 2008/2009 (7.7)**

The Board moved Adoption of the Santa Clarita Community College District's Contract Re-opener Proposal with the California School Employees Association, Chapter 725 (CSEA), for 2008/2009.

**Adoption of the SCCCD Contract Re-opener Proposal with the CSEA, Chapter 725, for 2008/2009 (7.8)**

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

The Public Hearing on the Santa Clarita Community College District's Contract Re-opener Proposal with the Part-Time Faculty United American Federation of Teachers, Local 6262 (AFT), for 2008/2009 was opened for input. There was none, and the hearing was closed.

**Public Hearing on the SCCCD Contract Re-opener Proposal with the Part-Time Faculty United American Federation of Teachers, Local 6262 (AFT), for 2008/2009 (7.9)**

The Public Hearing on Part-Time Faculty United American Federation of Teachers, Local 6262, (AFT) Contract Re-opener Proposal with the Santa Clarita Community College District for 2008/2009 was opened for input. There was none, and the hearing was closed.

**Public Hearing on Part-Time Faculty United American Federation of Teachers, Local 6262, (AFT) Contract Re-opener Proposal with the SCCCD for 2008/2009 (7.10)**

The Board moved Adoption of the Santa Clarita Community College District's Contract Re-opener Proposal with the Part-Time Faculty United American Federation of Teachers, Local 6262, (AFT) for 2008/2009.

**Adoption of the SCCC  
Contract Re-opener  
Proposal with the Part-  
Time Faculty United  
American Federation of  
Teachers, Local 6262,  
(AFT) for 2008/2009  
(7.11)**

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

The Board moved Approval of Board of Trustees Board Policies and Procedures (Complete Section), Second Reading with minor changes.

**Approval of Board of  
Trustees Board Poli-  
cies and Procedures  
(Complete Section),  
Second Reading  
(9.1)**

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

Dr. Van Hook:

**Update on Legislation  
(10.1)**

- ✓ Distributed a copy of "*What They're Saying...*" prepared by Mr. Harnish which showed the notable changes between the Governor's, the Assembly and the Senate's proposal for the state budget. She briefly highlighted key issues.
- ✓ Noted our spring FTES was up 13% over last spring, and summer classes are 17% higher than last summer.
- ✓ Announced she will not attend next week's 4<sup>th</sup> Lobby Day in Sacramento, as we have attended many other sessions already this year. She called Senator Jack Scott and informed him of our plans to return at a future date for more advocacy efforts, when the need is even greater.

Mr. Dermody had nothing to report.

**Academic Senate  
Report  
(11.1)**

Ms. Cynthia Madia, a representative on the Classified Senate was present. She noted: they will have a "Mix and Mingle" this week, and welcomed everyone to attend. They will vote on the new executive board soon and are planning fundraisers and a summer picnic.

**Classified Senate  
Report  
(11.2)**

Dr. Van Hook thanked Ms. Madia for her involvement and support from the CSEA in helping to move the Classified Senate forward.

Ms. Jenkins reported that:

**Board Liaison  
Committee Member  
Report  
(11.3)**

- ✓ She participated in the Foundation Executive Committee meeting (via teleconference) where the key topic was the Coffee Kiosk. She discussed some of the concerns facing the College.

Ms. Fiero noted:

**Supt-President's  
Report  
(11.4)**

- ✓ This Friday is the final day of the LEAP program. Final group presentations will be given, followed by a lunch with certificates presented. Everyone has worked very hard on the presentations.

Dr. Wilding had nothing to report.

Dr. Gribbons added that:

- ✓ On October 1<sup>st</sup> (about 1:00pm), he and his wife will be having a son.

Dr. Capet noted that:

- ✓ We have another grant that came through in James Glapa-Grossklag's area (Distance Learning). All closed captioning for community colleges throughout California will be monitored through COC. We will receive \$780k a year for 5 years to organize this effort, and are allowed to retain 4% of the money.
- ✓ He had his first meeting with the advisory commission for the Child and Family Development Center, and he looks forward to strengthening ties between the two entities.

**Supt-President's  
Report  
(11.4) con't**

Ms. Coleal noted that:

- ✓ She is working with the bookstore to put together a strategic plan for textbook costs and ways to reduce rising costs. They hope to have an implementation plan ready to roll this out soon.

Ms. Bozman added that:

- ✓ The SCV Wine Classic was a well-supported and great event. They even ran out of glasses!
- ✓ Mr. Nick Pavik and his wife Lisa had their first child, Maya, earlier this week.

Dr. Maloney noted that:

- ✓ The first summer session is going well at the Canyon Country Campus.
- ✓ They plan to expand their TLC to accommodate more students.

Dr. Van Hook added that:

- ✓ Tomorrow night is our media night in the PAC to announce the new season.
- ✓ On June 24<sup>th</sup>, the men's/women's golf team, along with Coach Peterson and herself, will be going to the Board of Supervisors' meeting for recognition as two state championships teams in the same year.
- ✓ She met earlier today with Mr. David Menchaca (United Way). He has great ideas about United Way partnering with COC and working together.
- ✓ She, Dr. Maloney, and Dr. Capet met with Mr. Larry Mankin to talk about his role on the Economic Strategy Panel for the Governor, and some of the things he could focus on to benefit the Santa Clarita Valley. They also discussed the idea of the SCV having our own Workforce Investment Board (WIB). With a joint effort with the Chamber, we could create some pressure to make it happen.
- ✓ She met with Mr. Jaime Castellanoes to talk about topics pertinent to the Hart District.

Mr. Cardenas added that:

- ✓ There is a conference he is interested in attending, and he will talk further with the Board about this. He will forward the information to Mr. Tichenor and Dr. Van Hook for consideration.

**Reports by Student  
Trustee, Staff  
Members, and Board  
Members  
(11.5)**

Mr. Wilk added that he:

- ✓ Felt this year's SCV Wine Classic was a great event. Again, the COC Culinary Arts program was the best food being offered.
- ✓ Attended the awards reception for the ESL/Emeritus program and it was a great event. He enjoyed talking to the variety of students that were present.

Ms. MacGregor noted she:

- ✓ Participated in the Betty Ferguson Foundation's Advisory committee meeting.

Ms. Jenkins announced she:

- ✓ Cannot attend the PAC media announcement tomorrow night, due to another obligation.

Mr. Fortine noted he:

- ✓ Was asked to be co-chair (along with his wife) of the leukemia/lymphoma society.
- ✓ Went to the Hart High School Spring concert.
- ✓ Participated in the VIP night at Magic Mountain.
- ✓ Attended the Nurses pinning ceremony.

- ✓ Attended the COC BBQ for our three retirees.
- ✓ Was very pleased with the success of the new company used for parking during all the high school graduations in our stadium. They did an outstanding job.
- ✓ Attended the SCV Wine Classic, which was again an outstanding event.
- ✓ Was in attendance at the ESL/Emeritus college awards.
- ✓ Was on stage at the Academy of the Canyons graduation. They did everything very quickly and thoroughly, and it was well done.
- ✓ Attended a retirement party for Liz Stiple from the Child and Family Center who is retiring.
- ✓ Was invited to do a television show with Mr. John Boston. It will be on in the next week or two, and is about the old American theatre.

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

Mr. Tichenor added that:

- ✓ Each trustee has a glass filled with candy in front of them. These were given to them by Ms. Devlin, and he read and distributed a thank you note from her about our recent very successful commencement held at COC.
- ✓ He attended the Graduates' breakfast, the Nurses Pinning ceremony, and Commencement, along with other events. He felt one of the main highlights of serving as the Board president is to hand our graduates their diplomas.

There were none.

**Comments by the  
Audience for Items Not  
on the Agenda  
(11.6)**

There were none.

**Requests/Recap of  
Requests Made During  
the Meeting By Board  
Members to Have an  
Item on a Future  
Agenda  
(11.7)**

President Tichenor announced the next meeting will be a Business Meeting/Budget Workshop on Wednesday, June 25, 2008. He noted he is teaching Monday through Thursdays, and asked if the Board members would be willing to adjust the time of the June 25 meeting earlier in the day. The Board agreed to start this meeting at 12:00 pm (noon).

**Announcement of Next  
Meeting (06/25/08) and  
Adjournment  
(12)**

There being no further business, the meeting was adjourned at 8:38 p.m.

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Mr. Scott Thomas Wilk, Clerk  
Board of Trustees  
Santa Clarita Community College District

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Dr. Dianne Van Hook  
Superintendent-President  
College of the Canyons

Entered in the proceedings of the District \_\_\_\_\_