

SANTA CLARITA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

BUSINESS MEETING/BUDGET WORKSHOP
WEDNESDAY, JUNE 24, 2009
MINUTES

The Business/Budget Workshop Meeting of the Board of Trustees of the Santa Clarita Community College District was called to order on Wednesday, June 24, 2009, by President Joan MacGregor 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
Mr. Scott Thomas Wilk
Mr. Nicolas Cardenas, Student Trustee

Others Present: Dr. Dianne Van Hook, Chancellor (arrived 5:16pm)
Dr. Mitjl Capet, Assistant Superintendent/VP, Instruction
Dr. Michael Wilding, Assistant Superintendent/VP, Student Services
Ms. Sharlene Coleal, Assistant Superintendent/VP, Business Services (arrived 6:48 pm)
Dr. Barry Gribbons, Assistant Superintendent/VP, Institutional Development, Technology and Online Services
Ms. Lynne Mayer, Administrative Assistant to the Chancellor and the Board of Trustees

Special Presenters and Others Present: Dr. Dena Maloney, Founding Dean, Canyon Country Campus
Ms. Sue Bozman, VP, District Communication, Marketing & External Relations
Mr. Jim Schrage, VP, Facilities and Planning, Operations and Construction
Ms. Cindy Grandgeorge, Controller
Ms. Kari Soffa, Director, Accounting Services
Mr. Jim Temple, Director, Information Technology
Mr. Patrick Backes, Classified Senate
Mr. John Makevich, Classified Senate
Ms. Christina Chung, Program Coordinator/Facilitator, SYNERGY Program
Mr. Darren Hernandez, Deputy City Manager, City of Santa Clarita
Mr. Fred Trueblood, SCV Television
Mr. Josh Premako, Reporter, The Signal

President MacGregor declared a quorum and called the meeting to order at 5:10 pm. The Board moved to Closed Session. **Quorum Established (1.1)**

- 1.2a Conference with Labor Negotiators (*pursuant to Govt. Code §54957.6*)
Designated Representatives: Dr. Dianne Van Hook, Dr. Michael Wilding, Ms. Diane Fiero,
Unrepresented Employees: All Academic Administrators, All Classified Managers/Supervisors, and All Classified Confidential Employees **Closed Session (1.2)**
- 1.2b Discussion of Denial of Claim (*pursuant to Government Code §54956.95(a)*)
Keenan & Associates Claim #417814
Santa Clarita Community College District
- 1.2c Conference with Labor Negotiator (*pursuant to Government Code §54957.6*)
Santa Clarita Community College District Representative: Dr. Michael Wilding
Part Time Faculty United-AFT Local 6262

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

- 5.8 Approval of Independent Contract Agreement Between Santa Clarita Community College District and Mr. Jesse Munoz, Freelance Writer and Photographer
- 5.9 Denial of Claim for Damages – Keenan & Associates Claim #417814
- 6.1 Approval of Contract for Pest Control Services (Vertex Pest Solutions)
- 6.2 Approval of Contract for Railing Installation for the Dr. Dianne G. Van Hook University Center Construction Project (Carpentry Plus)
- 6.3 Approval of Maintenance Agreement for Elevators Campuswide (ThyssenKrupp Elevator)
- 6.4 Approval of Contract for Parking Lot Cleaning Services (Nobile's Power Sweeping)
- 6.5 Approval of Addendum #04 to Contract for Temporary Workers for the Dr. Dianne G. Van Hook University Center Construction Project (SelectRemedy)
- 6.6 Approval of Surplus District Property Other than Land Under Board Policy 5440 (CACT Department Equipment)
- 6.7 Approval of Annual Boiler Maintenance Contract (Total-Western, Inc.)
- 6.8 Approval of Contract for Site Improvement Project – Stadium Scoreboard (Town Park Construction)
- 7.1 Approval of Personnel Schedule PERS 2008/2009-20
- 7.2 Approval of Classified Administrator Employment Contract for Assistant Director, Small Business Development Center (SBDC)
- 7.3 Approval of Resolution 2008/09-25 to Adopt Supplemental Employee Retirement Plan (SERP)
- 7.4 Approval of Contract with Public Agency Retirement System (PARS) for Supplemental Employee Retirement Plan (SERP)
- 7.5 Approval of Memorandum of Understanding (MOU) for the Santa Clarita Community College District and College of the Canyons Faculty Association (COCFA) CTA/NEA Regarding Supplemental Employee Retirement Plan (SERP)
- 7.6 Approval of Memorandum of Understanding (MOU) for the Santa Clarita Community College District and California School Employees Association (CSEA) Chapter 725 Regarding Supplemental Employee Retirement Plan (SERP)
- 8.1 Approval of the Maintenance Renewal Agreement Between Santa Clarita Community College District and NE Systems Inc.
- 8.2 Approval of Agreement Between Santa Clarita Community College District and Ex Libris (USA), Incorporated for Voyager Library Catalog Software
- 8.3 Approval of the Renewal Agreement Between Santa Clarita Community College District and The Learning Edge North America, Inc.
- 8.4 Approval of Renewal of Co-Location Lease Agreement Between Santa Clarita Community College District and NE Systems, Inc.
- 8.5 Approval of Renewal of the License Agreement Between the Santa Clarita Community College District and iParadigms LLC for Turnitin.com
- 8.6 Approval of Renewal Agreement Between Santa Clarita Community College District and ROC Software
- 8.7 Approval of Renewal of Contract Between the Santa Clarita Community College District and 1099 Pro, Inc.
- 8.8 Approval of Renewal Agreement Between Santa Clarita Community College District and CollegeNET for the Series25 Software Product
- 8.9 Approval of Agreement Between Santa Clarita Community College District/MIS Department and Datatel for Partner Specific Products: 1) Unidata/Colleague Application, 2) e-Commerce Client Report and e-Commerce Licensed Products, and 3) SecuritySmith Licensed Products
- 8.10 Approval of Renewal Agreement Between Santa Clarita Community College District and Datatel for Software Products

- 8.11 Approval of Renewal of Agreement Between Santa Clarita Community College District and HPM Networks
- 8.12 Approval of the Maintenance Agreement Between the Santa Clarita Community College District and Hershey Systems, Inc. for Document Imaging System

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

Ms. MacGregor noted her appreciation to the Henry Mayo Newhall Memorial Hospital for their continued support to the Nursing instructor position as referenced in Item 3.1.

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

The Board moved Approval of Agreement Between Santa Clarita Community College District and Dr. Brian Downs for Student Health and Wellness Center.

**Approval of Agreement
Between SCCCD and
Dr. Brian Downs for
Student Health and
Wellness Center
(4.1)**

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

The Board moved Approval of Authorization for Cash Loans – Temporary Loans for Cash Flow Management.

**Approval of
Authorization for Cash
Loans – Temporary
Loans for Cash Flow
Management
(5.10)**

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

Dr. Van Hook noted that since we printed our budgets for this meeting, the state has revised our information several times. Ms. Coleal presented the Tentative Budget to the Board via a PowerPoint presentation (which is made a part of these minutes as if fully set forth herein), which highlighted:

**Presentation and
Adoption of the Santa
Clarita Community
College District's 2009-
2010 Tentative Budget
(5.11)**

- ✓ Changes since the 2009-10 budget enacted in February, the May '09 revise, and the June '09 conference committee recommendations.
- ✓ Advocacy Efforts at the state level.
- ✓ History of system-wide and COC growth funds, including enrollment projections.
- ✓ 2009-10 Tentative Budget assumptions and expenses summary, including forced costs.
- ✓ 2008-09 estimated mid-year reductions for categorical programs and those estimated for 2009-10, based on conference committee proposal.

Ms. Coleal thanked Ms. Haywood, Ms. Grandgeorge, Ms. Soffa, Ms. Zhang, and Ms. Bardin, along with her Executive Cabinet colleagues for their help in putting the information & presentation together. Board members complimented the administration team for their fiscal acuity, resourcefulness and knowledge that has contributed to our fiscal stability.

The Board moved Adoption of the Santa Clarita Community College District's 2009-2010 Tentative Budget.

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

Dr. Van Hook distributed a list of ways the College would utilize Channel 20 to benefit our students and reviewed the historical background of this partnership. Ms. Coleal noted a draft agreement has been reviewed by our legal counsel, and the Board has the right to determine if the District would like to enter into a legal agreement of this nature. There was a question and answer period, and Mr. Hernandez provided additional information from the perspective of the City of Santa Clarita and their involvement in this project. Mr. Trueblood briefly addressed the Board regarding the involvement in this project, should they choose to do so.

Update on the Joint Powers Agreement (JPA) to Manage Channel 20 – Local Public Television (5.12)

The Board moved Approval of Memorandum of Understanding (MOU) with College of the Canyons' Athletic Clubs.

Approval of MOU with College of the Canyons' Athletic Clubs (6.9)

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

The Board moved Approval of Contract for Environmental Services (Atkins Environmental H.E.L.P., Inc.).

Approval of Contract for Environmental Services (Atkins Environmental H.E.L.P., Inc.) (6.10)

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

Mr. Schrage provided the bid results for this Item to the Board. The Board moved Approval of Award of Contract for Water Treatment Services at the Valencia Campus as presented at the meeting.

Approval of Award of Contract for Water Treatment Services at the Valencia Campus (6.11)

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

The Board moved Approval of Change Orders for the Dr. Dianne G. Van Hook University Center Construction Project.

Approval of Change Orders for the Dr. Dianne G. Van Hook University Center Construction Project (6.12)

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

The Board received the Presentation of the California School Employees Association (CSEA) Chapter 725 Contract Re-Opener Proposal for FY 09/10 as information. It was announced that a public hearing would be held at the July 8, 2009 meeting.

Presentation of the California School Employees Association (CSEA) Chapter 725 Contract Re-Opener Proposal for FY 09/10 (7.7)

The Board received the Presentation of Santa Clarita Community College District Contract Re-Opener Proposal with the California School Employees Association (CSEA) Chapter 725 for FY 09/10 as information. It was announced that a public hearing would be held at the July 8, 2009 meeting.

Presentation of SCCC District Contract Re-Opener Proposal with CSEA Chapter 725 for FY 09/10 (7.8)

The Board moved received the Presentation of Santa Clarita Community College District Contract Re-Opener Proposal with the College of the Canyons Faculty Association (COCFA) CTA/NEA for FY 09/10 as information. It was announced that a public hearing would be held at the July 8, 2009 meeting.

**Presentation of SCCC
Contract Re-Opener
Proposal with the
COCFA CTA/NEA for
FY 09/10
(7.9)**

The Board moved Approval of Physical Plant, Facilities and Construction Board Policies (Various), First Reading.

**Approval of Physical
Plant, Facilities and
Construction Board
Policies (Various), First
Reading
(9.1)**

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

The Board moved Approval of the University Center Educational Program Agreement Between the Santa Clarita Community College District and University Center Partners.

**Approval of the
University Center
Educational Program
Agreement Between
the SCCC and
University Center
Partners
(10.1)**

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

**Update on Legislation
(10.2)**

Dr. Van Hook:

- ✓ Distributed a new *“What They’re Saying...”* (written by Mr. Eric Harnish). She briefly highlighted the key issues included therein.
- ✓ Noted that ACCCA is calling for regulatory relief in regards to the 50% law and alternatives to the PE/Recreation item.
- ✓ Added that she intends to send a letter to the Campaign for College Opportunity, similar to what Scott Lay’s recent emails have stated. She distributed a draft of the letter to the Board members that she intends to send out.
- ✓ Noted that the overall importance of community colleges is spreading at a national level, and we look forward to seeing what comes of it.

Mr. Dermody was not present at the meeting.

**Academic Senate
Report
(11.1)**

Mr. John Makevich noted that:

- ✓ There new officers have been selected for the Classified Senate. They are President–Dennis Lettau, Vice President–Seher Awan, Secretary/Treasurer–Renee Drake, Webmaster/Public Relations – Patrick Backes, who will be attending Board meetings in the future to provide updates.
- ✓ They had a joint meeting with CSEA to delineate functions between the two groups. They will partner together to create joint publications and plan to have joint meetings to provide a cohesive message to all classified staff members.
- ✓ They are working with Professional Development to help spread word of Professional Development activities for the classified staff.
- ✓ There will be a meeting on July 15th at the Canyon Country Campus, 12:30-1:30, location TBD.
- ✓ The group trip a Dodger game is this Saturday. All tickets were sold for the event.
- ✓ This past Monday, they had the Vegan Day/World Oceans Day.
- ✓ Tomorrow is a long-term planning goals meeting to re-address where they are and their plans for the future.

**Classified Senate
Report
(11.2)**

There was no report.

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

Dr. Van Hook invited administrators to provide updates in their areas.

**Chancellor's Report
(11.4)**

Dr. Maloney noted that:

- ✓ Summer school is going well at the Canyon Country Campus.
- ✓ They had a blood drive there yesterday and had 28 donations in 4 hours.

Ms. Bozman noted that:

- ✓ The SCV Wine Classic was very successful this year.
- ✓ The Fall schedule of classes is at the printer and will be distributed in the next day or so. The online version is available and people have appreciated the different ways it can be viewed online.
- ✓ The new PAC brochure is beautiful and is in final layout stages.

Mr. Schrage had nothing to report. Dr. Van Hook noted his son, Jim (Jr.), got married on June 13th and the ceremony and reception was great.

Dr. Wilding, Dr. Gribbons and Ms. Coleal had nothing additional to report.

Dr. Capet noted that:

- ✓ With the great help of the faculty, the fill-rate has been great. Many of them have agreed to take one or two extra people in their room, which is helping the situation.
- ✓ Next Monday and Tuesday, we are being visited by the American Bar Association (ABA) for our Accreditation.
- ✓ He extended kudos to Dr. Van Hook, because as a part of her mentoring Patty Robinson, she had suggested there could be a deans meeting for all the deans in Southern California. As a result, approximately 60-80 deans will be here to discuss relevant topics to their positions, and they are looking forward to it.

Dr. Van Hook:

- ✓ Distributed a Board Update at the meeting and briefly reviewed the contents within this document.
- ✓ Highlighted *The Signal's* high school graduate listing that was printed in the paper following all the high school and college graduations around the SCV.
- ✓ Distributed a summary of our grants and what they will fund, which had been prepared by Ms. Theresa Zuzevich.
- ✓ Shared that Mr. James Glapa-Grossklag is in pursuit of OER funding, which will help us reduce textbook costs for students.

Mr. Cardenas noted that:

- ✓ The new ASG board is being trained by Student Development for the new school year. It has been very informational for the new ASG officers.

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

Mr. Fortine added that he attended:

- ✓ Bob and Kathy Kellar's wedding.
- ✓ The Boys and Girls Club auction and dinner.
- ✓ The Santa Clarita Ballet performance in the PAC.

Mr. Wilk, Mr. Tichenor and Mrs. Jenkins had nothing additional to report.

Ms. MacGregor:

- ✓ Expressed her thanks to her fellow trustees for their attendance at a variety of many year-end activities over the past month or two. She noted the Board's appreciation of having Mr. Cardenas with them at many of these events as well.
- ✓ Added that there is a Special Board meeting to be held tomorrow at 2:00pm.

There were none.

Ms. MacGregor announced the next Business meeting will be held on Wednesday, July 8, 2009. Closed Session will begin at 5:00pm, and Open Session will begin at 6:30pm.

There being no further business, the meeting was adjourned at 10:05pm.

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

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

**Announcement of Next
Meeting (07/08/09) and
Adjournment
(12)**

Mr. Bruce D. Fortine, Clerk
Board of Trustees
Santa Clarita Community College District

Dr. Dianne G. Van Hook
Chancellor
College of the Canyons

Entered in the proceedings of the District _____