

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

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

The Business Meeting of the Board of Trustees of the Santa Clarita Community College District was called to order on Wednesday, June 23, 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. Michele R. Jenkins  
 Mrs. Joan W. MacGregor  
 Mr. Ernest L. Tichenor  
 Mr. Steven Vanover, Student Trustee

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 VP, Human Resources and Student Affairs  
 Ms. Lynne Mayer, Administrative Assistant/Classified Coordinating Council

President Tichenor declared a quorum and called the meeting to order at 4:30 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:  
 Dr. Michael Wilding  
 College of the Canyons Faculty Association (COCFA)  
*(pursuant to Government Code §54957.6)*
- 1.2b Conference with Labor Negotiator  
 Santa Clarita Community College District Representative:  
 Dr. Michael Wilding  
 Confidential Classified Employees  
*(pursuant to Government Code §54957.6)*
- 1.2c Conference with Real Property Negotiator  
 Property: South End of Campus, Proposed University Center Site  
 Agency Negotiator: Ms. Sharlene Coleal  
*(pursuant to Government Code §54956.8)*
- 1.2d Public Employee Discipline/Dismissal/Release (Grievance)  
*(pursuant to Government Code §54957)*
- 1.2e Discussion of Liability Claim for Payment  
 Claimant: No. 4501-04-00001-01-03 against Santa Clarita Community  
 College District  
*(pursuant to Government Code §54956.95(a))*
- 1.2f Compensation for Unrepresented Employees  
*(pursuant to Government Code §54957.6)*

**CLOSED SESSION  
 (1.2)**

Those present in Closed Session were Coleal, Fortine, Gillis, Jenkins, MacGregor, Schrage, Tichenor, Van Hook and Wilding.

The Board returned to Open Session at 6:58 pm. President Tichenor announced the Board took no action in Closed Session.

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2004/05-02

President Tichenor asked Dr. Barry Gribbons to lead the flag salute.

**FLAG SALUTE  
(1.3)**

President Tichenor welcomed all present and invited members of the audience desiring to address the Board to so indicate and they would be recognized. Mr. Tichenor asked the audience members to introduce themselves.

**WELCOME GUESTS  
(1.4)**

The Board moved approval of the Agenda with the additional information provided at the meeting for Item 7.1:

**APPROVAL OF AGENDA  
(1.5)**

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

The Board moved approval of the minutes for June 23, 2004 and June 24, 2004.

**APPROVAL OF MINUTES  
(6/23/04, 6/24/04, and  
6/29/04)  
(1.6)**

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

The Board moved approval of the minutes for June 29, 2004 as follows:

Motion: MacGregor                      Second: Jenkins                      Record of Board Vote: 4-0-1  
(Abstention: Gillis)  
Student Trustee:                      Aye

Dr. Van Hook:

**RECOGNITION/  
INFORMATION  
(1.7)**

- ✓ Thanked Mr. Jim Schrage, Dr. Gribbons, Mr. Eric Harnish, the Board and staff members who served on the Canyon Country Site Selection committee, as last Monday, the Board of Governors unanimously approved the establishment of our Educational Center in Canyon Country. Some suggestions for changing the process were presented to Chancellor Drummond and he presented these ideas during the Board of Governors meeting, so it appears some changes may occur, making this process easier for others in the future. Our next step will be to attend the September CPEC meeting. Dr. Gribbons, Ms. Coleal, and Mr. Schrage will attend with our consultant Mr. Allan Peterson to meet with the CPEC staff.
- ✓ Announced that she was interviewed this afternoon by the ASG Senator of Athletics, Ms. Amanda Konzelman for an ASG project (the officers are interviewing people on campus about their jobs and what ideas they may have for the ASG). Dr. Van Hook noted Ms. Konzelman is also the new student member that will serve on the Measure C oversight committee.

The Board removed Item 7.1 from the Consent Calendar for separate approval and moved approval of the remaining items noted below:

**CONSENT CALENDAR  
(2)**

- 3.1 Approval of Nursing Education Amendment to Agreement Between the Santa Clarita Community College District and Catholic Healthcare West
- 3.2 Approval of Agreement Between the Santa Clarita Community College District and California State University, Los Angeles Nursing Preceptor
- 3.3 Approval of Agreement Between the Santa Clarita Community College District and Rodgers & Hammerstein License Agreement
- 3.4 Ratification of Agreement Between the Santa Clarita Community College District and 3D Systems

- 3.5 Ratification of Amendment to Agreement Between the Santa Clarita Community College District and Canyons Aquatic Club
- 3.6 Approval of Professional Services Agreements for Summer Athletic Programs – Updated List of Contractors
- 3.7 Approval of Agreement Between the Santa Clarita Community College District and ICM Artists Ltd
- 5.1 Approval of Purchase Order Schedule PO 03/04-12
- 5.2 Approval of Travel Authorizations Schedule T 04/05-1
- 5.3 Approval of Travel Authorizations Schedule T 03/04-13
- 5.4 Approval/Ratification of Interfund Transfers
- 5.5 Approval of Establishment of Bank Accounts for Theatre, Music and Dance Department Emergency Expenses and for Performing Arts Center Commercial Performances Emergency Expenses
- 6.1 Approval of Change Orders for the Performing Arts Center
- 6.2 Approval of Change Orders for Music/Dance Lab
- 6.3 Approval of Release of Retention for the Performing Arts Center
- 7.2 Approval of Administrator’s Employment Contract (Director, Contracts and Procurement)
- 8.1 Approval of Agreement Between the Santa Clarita Community College District and FundFinders Research & Development, LLC
- 8.2 Approval of Agreement Between the Santa Clarita Community College District and M.J. Johnson
- 8.3 Approval of Renewal for EPOS Software
- 8.4 Approval of Renewal Agreement with Hewlett-Packard Company (HP) Support Service
- 8.5 Approval of Agreement Between the Santa Clarita Community College District and WRJ Group to Develop U.S. Department of Commerce Economic Development Administration Grant Proposal

Motion: Fortine

Second: Jenkins

Record of Board Vote: 5-0

Student Trustee: Aye

Dr. Van Hook provided background on Ms. Diane Fiero for the position of Vice President, Human Resources. She noted Ms. Fiero will be a wonderful addition to the management team at the College of the Canyons. The Board moved Approval of Personnel Schedule PERS 2004/2005-1 with the additional changes that were distributed at the meeting, noted below:

**APPROVAL OF  
PERSONNEL SCHEDULE  
PERS 2004/2005-1  
(7.1)**

**B. CLASSIFIED PERSONNEL**

**2. Employment – Regular**

**Roberto Sanchez, Custodian II, Classified Represented Salary Schedule B, Range 15, Step 6, \$3,306) to Custodial Coordinator (Swing Shift), Range 29, Step 2 (\$3,511), effective 7/15/04. Through the employment process.**

**Robert Iturriaga, Custodian II, Classified II, Classified Represented Salary Schedule B, Range 15, Step 4 (\$3,000) plus 10% shift differential), to Custodial Coordinator (Graveyard Shift), Range 29, Step 1 (\$3,309 plus 10% shift differential), effective 7/14/04. Through the employment process.**

**Michael Burke, from Maintenance Worker III – Electrician, Classified Represented Salary Schedule B, Range 30, Step 6, (\$4,371) to Maintenance Coordinator, Range 35, Step 6 (\$4,735), effective 7/14/04. Through the employment process.**

C. MANAGEMENT PERSONNEL

2. Employment – Regular

**Diane Fiero**, Vice President, Human Resources, start date and salary pending.

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

Ms. MacGregor and the other Board members thanked Dr. Wilding for stepping in as the Acting Vice President of Human Resources, and for providing the leadership he did during the interim period prior to hiring a permanent employee. They noted he did a wonderful job coordinating and handling his additional responsibilities.

The Board moved approval of the Child Development Center Differential – Part-time Salary Schedule.

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

**APPROVAL OF THE  
CHILD DEVELOPMENT  
CENTER DIFFERENTIAL  
– PART-TIME SALARY  
SCHEDULE  
(3.8)**

The Board moved Approval of Memorandum of Understanding for School-to-Career and Tech Prep Services Between the Santa Clarita Community College District/College of the Canyons (COC) and the SCV School and Business Alliance.

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

**APPROVAL OF MOU  
FOR SCHOOL-TO-  
CAREER AND TECH  
PREP SERVICES  
BETWEEN THE SCCCD  
(COC) AND THE SCV  
SCHOOL AND BUSINESS  
ALLIANCE  
(3.9)**

The Board moved Denial of Claim for damages for alleged indiscriminate use of information – Keenan & Associates Claim No. 4501-04-00001-01-03.

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

**DENIAL OF CLAIM FOR  
DAMAGES FOR  
ALLEGED  
INDISCRIMINATE USE  
OF INFORMATION –  
KEENAN & ASSOCIATES  
CLAIM NO. 4501-04-  
00001-01-03  
(5.6)**

The Board moved Approval/Ratification of Budget Transfers.

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

**APPROVAL/  
RATIFICATION OF  
BUDGET TRANSFERS  
(5.7)**

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2004/05-05

As no agreement has been reached at this time, Mr. Tichenor announced that this item will be pulled and possibly placed on a future meeting agenda.

**APPROVAL OF THE  
PROFESSIONAL  
SERVICES AGREEMENT  
BETWEEN SCCCD AND  
SOURCE, INC.  
(5.8)**

The Board moved Approval of the Joint Use Agreement and Addendum Between College of the Canyons and the William S. Hart Union High School District for the Construction and Operation of the University Center, subject to legal counsel approval and delegate authority to Dr. Van Hook to execute any documents necessary to finalize the agreement. This approval is contingent on the approval of the operating agreement and provided that no changes are made when this agreement is presented to the Hart District as it has been approved at this meeting.

**APPROVAL OF THE  
JOINT USE AGREEMENT  
AND ADDENDUM  
BETWEEN COC AND  
THE WILLIAM S. HART  
UNION HIGH SCHOOL  
DISTRICT FOR THE  
CONSTRUCTION AND  
OPERATION OF THE  
UNIVERSITY CENTER  
(5.9)**

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

The Financial Report for Month Ending May 31, 2004 was presented as information to the Board.

**FINANCIAL REPORT –  
MONTH ENDING MAY 31,  
2004  
(5.10)**

The Board moved approval of rejection of the bid previously awarded to Andy's Precision Seal & Stripe, Inc. and moved approval to Award the Contract for the Music/Dance Lab to BC Rincon Construction in the amount of \$63,104.

**APPROVAL OF  
REJECTION AND  
AWARD OF CONTRACT  
FOR THE MUSIC/DANCE  
LAB  
(6.4)**

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

The Public Hearing on the Santa Clarita Community College District's Initial Contract Proposal with the Part-Time Faculty United-AFT Local 6262 for 2004/05 was opened for any public input. There was none.

**PUBLIC HEARING ON  
THE SANTA CLARITA  
COMMUNITY COLLEGE  
DISTRICT'S INITIAL  
CONTRACT PROPOSAL  
WITH THE PART-TIME  
FACULTY UNITED-AFT  
LOCAL 6262 FOR  
2004/05  
(7.3)**

The Board moved Adoption of the Santa Clarita Community College District's Initial Contract Proposal with the Part-Time Faculty United-AFT Local 6262 for 2004/05.

**ADOPTION OF THE  
SCCCD's INITIAL  
CONTRACT PROPOSAL  
WITH THE PART-TIME  
FACULTY UNITED-AFT  
LOCAL 6262 FOR  
2004/05  
(7.4)**

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

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2004/05-06

Dr. Van Hook reported that:

- ✓ The Board of Governors unanimously approved the establishment of the Educational Center in Canyon Country at their meeting last Monday.
- ✓ There are 2 months to go for bills to be processed and forwarded to the Governor. These include:
  - Some changes to the educational enrichment for high school students, which deletes the 5% limit on high school students that can be recommended by principals for attendance at community colleges.
  - Financial Aid and fees (AB825), supported by the CCLC, which appropriates additional funds to increase the number of competitive Cal Grants.
  - The Governments Bill, opposed by CSEA but supported by the CCLC, would give the Board of Governors more control over the operation of the system.
  - The CEO Board and CCCT Board have worked to amend legislation on SB1785, creating more transfer spots for community college students.
  - Federal legislation, HR4283 (McKeon), which will not likely go anywhere and will carry over to next year. The single definition issue will be worked on at a later date.
- ✓ The report from the Agency Review Team that Ms. Jenkins has been serving on is now available.
- ✓ She attended a meeting at Long Beach City College with six other CEOs from five LA County community college districts. They identified a work plan for a number of key issues between the districts. She will be helping to coordinate use of joint use facilities, professional development training, and organizing a Grant makers workshop for the 5 districts to identify sources that may support an initiative to the benefit our students, and moving forward to seek immediate relief to the Legislative Analysts' Office (LAO) desire to un-do the one-stop approval system, as LAO wants to return it to a 4-year approval process for each phase of construction.
- ✓ The LAO is planning on using this new approach for the 2006/07 funding, but many districts have already spent working drawing funds out of local bond measure revenue to get a jump start on our plans. Under the LAO's new plan, any money that is contributed would not count towards a district's state match. Therefore, there is an urgent need to deal with this change so that those of us using the current guidelines are not adversely impacted.

**UPDATE ON  
LEGISLATION  
(10.1)**

Ms. Jenkins noted at the Board of Governors' meeting, there was discussion about how \$34M was added in (last year), and \$2.8M was set aside to fund financial aid awareness publicity campaign. A website (I Can Afford College.com) has been created with forms that can be filled out and there are links directly to colleges in order to make it easier for students to get financial aid for college. Advertisements on the radio across the state will begin soon.

The agency review is part of the Governor's pledge to review all agencies in the state for effectiveness. Preliminary reports came out to make suggestions as to how the System Office (Chancellor's Office) can be more responsive and supportive of districts.

Mr. Dermody was not present.

**ACADEMIC SENATE  
REPORT  
(11.1)**

**Board of Trustees Minutes –Business Meeting  
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2004/05-07

Ms. Mayer had nothing to report.

**CLASSIFIED  
COORDINATING  
COUNCIL REPORT  
(11.2)**

Dr. Van Hook reported that:

- ✓ COC has several new arrivals! Debra Malinowski and Barbara Scroggins both delivered baby boys, and the Harnish's child is due in August.
- ✓ She was pleased to be present at the Board of Governors meeting when Mr. Ernie Moreno (former SCCC trustee and President of East Los Angeles Community College) received the John W. Rice award for equity and diversity.
- ✓ The Board of Governors also honored a faculty member from Torrance, CA and a project at Sierra College, "Standing Guard", a multi-cultural learning experience highlighting Japanese/American oral history and photography project. It focuses on the forced relocation and incarceration of Japanese and American people.
- ✓ She, along with Ms. Dena Maloney, Mr. Pete Bellas and Dr. Barry Gribbons visited the Business Technology Incubator Center (BTC) in Altadena. The representatives from the BTC approached COC to see if they could establish a satellite location at COC. We have determined they could have an office in the University Center, but we would like to discuss a permanent location for them in the permanent west wing of the University Center.
- ✓ She sent the Board a copy of the President's Circle update, which was distributed to President Circle members. There are lots of activities going on and new majors planned for this year at COC.
- ✓ We were pleased to receive a \$250,000 grant from the Parsons Foundation for the University Center, which has stepped us up to a different level of interaction on other grants.
- ✓ We are in search of a consultant to help wind up the University Center capital campaign, which is scheduled to end June 30, 2005.

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

Mr. Vanover had nothing to report.

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

Mr Gillis had nothing to report.

Mr. Fortine announced that he had an invitation from SBC (and Mr. Ron Tropicich) to attend the fundraising event for Congressman McKeon. He sat with Mr. Tropicich and his boss to talk about all the wonderful things happening at COC.

Ms. Jenkins reported that she attended the Board of Governors meeting and the fundraiser for Congressman McKeon.

Ms. MacGregor announced she attended the State of the City Luncheon. She, as well her fellow Board members, were pleased and honored to have Mr. Frank Ferry single out the college (as well as Dr. Van Hook and the Trustees) for the partnership with the City on the Performing Arts Center and other innovations happening in the community through the college.

Since the next Board meeting is August 11<sup>th</sup>, Ms. MacGregor asked her fellow trustees to email her with any input they may have for the FLEX workshop that the Board is hosting on August 9<sup>th</sup> at 9:00am.

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2004/05-08

Mr. Tichenor noted he also attended the State of the City luncheon and “Junetoberfest” held at the College, which was very successful.

The Board members and staff complimented Mr. Tichenor and his son Charlie on their performances as members of the blues band playing during Junetoberfest.

None.

**COMMENTS BY THE  
AUDIENCE FOR ITEMS  
NOT ON THE AGENDA.  
(11.5)**

Ms. MacGregor requested a tour of our three sites in the Canyon Country area in August. Mr. Gillis requested the tour be conducted in the afternoon hours, so that he may also attend.

**REQUESTS/RECAP OF  
REQUESTS MADE  
DURING THE MEETING  
BY BOARD MEMBERS  
TO HAVE AN ITEM ON A  
FUTURE AGENDA  
(11.6)**

President Tichenor announced the next regular Business meeting will be held on Wednesday, August 11, 2004 at 5:00 pm for Closed Session, 6:30 pm for Open Session, in S-132, Staff Dining Room, College of the Canyons Student Center.

**ANNOUNCEMENT OF  
NEXT MEETING  
(08/11/04) AND  
ADJOURNMENT  
(12)**

There being no further business, the meeting was adjourned at 8:16 p.m.

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Mrs. Michele R. Jenkins, 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 \_\_\_\_\_