

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

**BUSINESS MEETING**  
**WEDNESDAY, SEPTEMBER 10, 2003**

**MINUTES**  
(Unapproved)

The Business Meeting of the Board of Trustees of the Santa Clarita Community College District was called to order on Wednesday, September 10, 2003, by Board President Bruce Fortine, 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. Earl Foust III, 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 Vice President, Human Resources & Student Affairs  
Mr. Michael Dermody, Academic Senate President  
Ms. Lynne Mayer, Classified Coordinating Council/Administrative Assistant

President Fortine declared a quorum and called the meeting to order at 5:02 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:  
Dr. Michael Wilding  
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
- 1.2d Conference with Real Property Negotiator  
Property: Western edge of campus adjacent to Interstate 5  
Agency Negotiator: Dr. Dianne Van Hook
- 1.2e Conference with Legal Counsel – Existing Litigation  
Santa Clarita Community College District and AFT and COCFA  
Case # LA-RR-1081-E

Those present in Closed Session were Fortine, Gillis, Hartley, Jenkins, MacGregor, Tichenor, Van Hook, and Wilding. Ms. Mary Dowell, Legal Counsel with Liebert, Cassidy, Whitmore, LLC, joined in by teleconference for item 1.2e.

The Board returned to Open Session at 7:20 p.m. and announced that no action was taken in Closed Session and that the Board would return to Closed Session following the Open meeting.

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2003/04-14

President Fortine asked Mr. Dermody to lead the flag salute.

**FLAG SALUTE  
(1.3)**

President Fortine welcomed all present 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.

**APPROVAL OF  
AGENDA  
(1.5)**

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

The Board moved approval of the Minutes for August 13, 2003 as follows:

**APPROVAL OF  
MINUTES (08/13/03)  
(1.6)**

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

Dr. Van Hook noted that:

**RECOGNITION/  
INFORMATION  
(1.7)**

- ✓ She appreciated the honor of drawing the winning raffle tickets for the four parking spaces for students during the Back-To-School Bash held by the ASG officers.
- ✓ She had a number of students in her Open Office Hour held during the first week of school. She enjoyed the chance to talk with them.
- ✓ Ms. Dee Marie Nieto is to be congratulated for coordinating the 15-minute Shakespeare plays recently held in Independence Grove.
- ✓ The COC sports teams are off to a good start, including wins for Water Polo, Women's Soccer, and Football.
- ✓ COC has 14 walkers participating in the American Heart Walk on September 20<sup>th</sup>, and has raised more than the \$1500 they were hoping to acquire.

Member MacGregor requested to remove items 4.1, 5.4, 5.6, 6.1, 6.2, and 6.3 from the Consent Calendar to ask some questions and approve separately. The Board moved approval of the remainder of the Consent Calendar as noted below:

**CONSENT CALENDAR  
(2)**

- 3.1 Approval of New and Modified Courses and Programs
- 5.1 Approval of Purchase Order Schedule PO 2003/04-02
- 5.2 Approval of Travel Authorizations Schedule T 2003/04-03
- 5.3 Approval of Quarterly Financial Report Quarter Ended June 30, 2003
- 5.5 Approval of Resolution No. 2003/04-06: Approving the Santa Clarita Community College District to Join the Statewide Educational Wrap Up Program (SEWUP) Joint Powers Agency (JPA)
- 6.4 Approval of Change Orders for the Performing Arts Center Project
- 6.5 Approval of Testing & Inspection Contract for the Campus Map Kiosks Project
- 7.1 Approval of Personnel Schedule PERS 2003/04-03

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

The Board moved approval for the Student Health Fee for Part-time Students.

**STUDENT HEALTH FEE  
FOR PART-TIME  
STUDENTS  
(4.1)**

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

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2003/04-15

The Board moved Approval of Renewal of Contract – Chancellor’s Office Tax Offset Program (COTOP) as follows:

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

**APPROVAL OF  
RENEWAL OF  
CONTRACT –  
CHANCELLOR’S  
OFFICE TAX OFFSET  
PROGRAM (COTOP)  
(5.4)**

The Board moved Approval of Renewal of Annual Agreement Between the Santa Clarita Community College District and Microsoft at a \$300,000 savings for the District as follows:

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

**APPROVAL OF  
RENEWAL OF ANNUAL  
AGREEMENT  
BETWEEN THE SCCCD  
AND MICROSOFT  
(5.6)**

The Board moved approval of an Addendum to Michael Paoli & Associates in the amount of \$14,000 for detailed analysis of Educational Center Properties.

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

**APPROVAL OF  
ADDENDUM TO  
CONTRACT FOR  
DETAILED ANALYSIS  
OF EDUCATIONAL  
CENTER PROPERTIES  
(6.1)**

The Board moved approval of Addendum Two in the amount of \$71,160 to Consultant Agreement for Completing Final Project Proposal for the High Tech Laboratory/Classroom Center and in the amount of \$52,900 for the Laboratory Center Expansion Projects.

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

**APPROVAL OF  
ADDENDUM 2 TO  
CONSULTANT  
AGREEMENT FOR  
COMPLETING FPP FOR  
THE HIGH TECH LAB &  
CLASSROOM CENTER  
PROJECT AND FOR  
THE LABORATORY  
CENTER EXPANSION  
PROJECTS  
(6.2 and 6.3)**

Dr. Van Hook thanked the members of the Canyon Country Site Selection Committee for their time and dedication to this important committee. She recapped the steps in the committee’s selection process that have brought us to this point in time. Dr. Van Hook and Dr. Barry Gibbons provided information (PowerPoint presentation) showing the projections for enrollment at a Canyon Country Educational Site. The projections support the approval of an Educational Center.

**APPROVAL OF THE  
CANYON COUNTRY  
EDUCATIONAL  
CENTER SITE  
SELECTION  
COMMITTEE’S  
RECOMMENDATION  
FOR FURTHER STUDY  
ON 2 SPECIFIC SITES  
& ADOPTION OF RES  
NO. 2003/04-07 TO  
SUBMIT NEEDS  
ASSESSMENT TO  
STATE FOR REVIEW &  
APPROVAL OF  
ESTABLISHING AN  
EDUCATIONAL  
CENTER IN CANYON  
COUNTRY  
(9.3)**

Mr. Michael Paoli (Michael Paoli Associates) and Mr. Mike Flynn (Blair, Church, & Underwood, Inc.), consultants for the Canyon Country Educational Center project were present for a question and answer period by the Board and administration.

Ms. Berta Gonzales- Harper, the Vice-Chair of the Canyon Country Advisory Committee and Mr. Alan Cameron, both addressed the Board as members of the community, expressing their support of the Centre Point Business Park site as the future COC Canyon Country Educational Center location. Ms. Gonzales-Harper read a letter expressing majority support by the Canyon Country Advisory Committee. Mr. Cameron showed a map of the Santa Clarita area, depicting in particular the location of duplicate retail businesses in the area. Ms. Gonzales-

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2003/04-16

Harper and Mr. Cameron asked the Board to consider the Centre Point Business Park site as a viable third site for consideration.

**(Item 9.3 – continued)**

Dr. Van Hook reiterated that two members of the Chancellor's Office had seen the possible sites for an Educational Center when they visited in June 2003. They informed her that the Centre Point site did not meet the criteria for an Educational Center, as it is too close to the existing campus site.

The Board moved Approval of the Canyon Country Educational Center Site Selection Committee's Recommendation for Further Study on Two Specific Sites and Adoption of Resolution No. 2003/04-07 to Submit Needs Assessment to State for Review and Approval of Establishing an Educational Center in Canyon Country

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

The Board moved Approval to Proceed to Develop a Joint Use Agreement with the William S. Hart Union High School District and Pursue State Funding to Establish Permanent Space for Academy of the Canyons in the College of the Canyons' University Center Building.

**APPROVAL TO  
PROCEED TO DEV. A  
JOINT USE AGREEM'T  
WITH THE WM S. HART  
UHSD & PURSUE  
STATE FUNDING TO  
ESTABLISH  
PERMANENT SPACE  
FOR ACADEMY OF  
THE CYNYS IN THE COC  
UNIVERSITY CENTER  
BUILDING  
(5.7)**

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

The Board moved Approval of Fiscal Year 2003/2004 GANN Appropriations Limit.

**APPROVAL OF  
FISCAL YEAR  
2003/2004 GANN  
APPROPRIATIONS  
LIMIT  
(5.8)**

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

The Board moved Approval/Ratification of Budget Transfers as follows:

**APPROVAL/  
RATIFICATION OF  
BUDGET TRANSFERS  
(5.9)**

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

The Board was presented with the Financial Report: Month Ending June 30, 2003 as information.

**FINANCIAL REPORT:  
MONTH ENDING JUNE  
30, 2003  
(5.10)**

Dr. Van Hook announced that:

**UPDATE ON  
LEGISLATION  
(9.1)**

- ✓ The Board received materials in their packets summarizing some current bills of interest.
- ✓ AB1051 (Goldberg), addressing capital facilities fees, was briefly discussed. The Board asked for a copy of this bill to be faxed to them.
- ✓ She heard there was a worker's compensation bill presented this week and forwarded to the governor for his signature. She noted it will be interesting to find out if this bill will result in any savings for the college or other public agencies in the future.

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2003/04-17

- ✓ We are gearing up to do a budget workshop on September 24<sup>th</sup>. We had yet another delay in that the software used by the county had just been received.
- ✓ Dr. Hartley is preparing some information on enrollment management. Once we received the allocation at the workshop held last week, it provided us with more insight for this year's strategy. The Board will be receiving this information within the next couple of weeks.

**UPDATE ON  
LEGISLATION  
(9.1) con't**

The Board moved approval of acceptance of Mr. Garcia's and Mr. Weygand's resignations and approved the addition of Mrs. Becky Basham and Mr. Calvin Hedman (respectively) as replacements for members of the Measure "C" Citizens' Oversight Committee.

**APPROVAL OF  
ACCEPTANCE OF  
RESIGNATIONS AND  
ADDITION OF  
MEMBERS TO THE  
MEASURE "C"  
CITIZENS' OVERSIGHT  
COMMITTEE  
(9.2)**

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

Mr. Dermody announced that:

- ✓ The first Soup and Surprise will be held September 18<sup>th</sup> at noon in R-206.
- ✓ The next Scholarly Presentation will be November 5<sup>th</sup> at 4:00pm in L-105. Dr. Patty Robinson will discuss the role of women's clubs at the turn of the century.

**ACADEMIC SENATE  
REPORT  
(10.1)**

Nothing to report.

**CLASSIFIED  
COORDINATING  
COUNCIL REPORT  
(10.2)**

Dr. Van Hook reported that:

- ✓ System-wide, student enrollment numbers are down. So, while a number of colleges cut summer offerings, we increased ours and our numbers are up. Once a student begins taking classes at one college, they tend to stay and go on for more semesters.
- ✓ COC has received wonderful coverage in the newspapers recently. She thanked Mr. John McElwain (Director, Public Relations & Marketing) for the efforts of the team in the Public Information Office.
- ✓ The President's Circle dinner will be held on Saturday, September 20<sup>th</sup> in the library. A number of new prospects will be attending.
- ✓ The football team will play Palomar this Saturday at 7:00 pm in Cougar Stadium.
- ✓ We are working on a number of grants. The Weingart grant, in particular, is moving towards the final stages.
- ✓ She will have some exciting news to share about a biomed/biotech opportunity in the next 20 days or so.
- ✓ The Chamber of Commerce has asked COC's CACT/ETI to make a presentation at their first Chamber Economic Development meeting on September 25<sup>th</sup> from 7:15 to 9:00 a.m. in the Private Dining Room. We will be highlighting ways the college supports Business and Industry and the economic vitality of the Santa Clarita Valley. The Board is welcome to attend.

**SUPT-PRESIDENT'S  
REPORT  
(10.3)**

Mr. Foust reported that:

- ✓ The Back-to-School Bash was a great success and a lot of fun for students.
- ✓ There will be a Blood Drive on September 26<sup>th</sup> in the cafeteria from 9:00 am to 3:00 pm.
- ✓ Homecoming is scheduled for November 8<sup>th</sup>.
- ✓ There will be a holiday music event. More details will be forthcoming.

**REPORTS BY  
STUDENT TRUSTEE  
AND BOARD  
MEMBERS  
(10.4)**

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2003/04-18

- ✓ The Japanese Film Festival has been postponed until November.
- ✓ The ASG officers will be selling some concessions at football games.
- ✓ There will be an Open Forum for the Board of Trustee candidates. They will be held by seat numbers on October 20 (Seat #2 from 1-3:00 pm), October 21 (Seat #4 from 3-5:00 pm) and October 23 (Seat #5 from 3-5:00 pm). Letters will be sent to all candidates informing them of this event. The ASG is working with CSEA to sponsor this event.

**REPORTS BY  
STUDENT TRUSTEE  
AND BOARD  
MEMBERS  
(10.4) con't**

Ms. MacGregor attended the SCV Trustees meeting held at COC. The attendees enjoyed the tour and were glad to receive the "Talking Points" information about the college, which were developed by Dr. Van Hook. She also attended a dinner at Fire Station 124 and thanked Dr. Van Hook for including her. She will be attending the Hoefflin Foundation dinner and has met with Ms. Devlin to discuss this year's sponsorship of a child for the Make a Wish event. She noted she will copy the other board members on this information.

She restated her request for a list of cuts that have been made by the college for classes, employees, jobs/positions, and/or programs.

Ms. Jenkins attended the dinner at the Fire Station, the Health & Welfare Benefits Committee meeting, and noted she will be out of town for the next meeting on September 19<sup>th</sup>, should another trustee like to attend in her place. She attended the SCV Wine Auction benefit for the Senior Center and the Old Town Newhall Ranch event.

Mr. Gillis had attended the SCV Trustees Meeting.

Mr. Tichenor noted he had been in attendance at his class in Educational Psychology through CSUN and had interviewed a fellow classmate about an influential person in her life. Not knowing his connection to the college, she told him Mr. Michael Dermody had been an inspiration to her and was the reason she wanted to become a history teacher.

Mr. Fortine attended the SCV Wine Auction, the Samuel Dixon benefit fundraiser event, the Soroptimist Auction, the Henry Mayo Newhall Hospital Jamboree, and the South Coast Air Quality Management District meeting at Hart.

None.

**COMMENTS BY THE  
AUDIENCE FOR ITEMS  
NOT ON THE AGENDA.  
(10.5)**

President Fortine recapped Mrs. MacGregor's request for a list of cuts made by the college for the current budget year.

**REQUESTS/RECAP BY  
BOARD MEMBERS  
FOR FUTURE ITEMS  
ON AGENDA  
(10.6)**

President Fortine announced the next meeting would be the Budget Workshop Meeting on Wednesday, September 24, 2003 in the Staff Dining Room (S-132) with Closed Session at 5:00pm, Open Session at 6:30pm.

**ANNOUNCEMENT OF  
NEXT MEETING  
(9/24/03) AND  
ADJOURNMENT  
(11)**

There being no further business for Open Session, the Board resumed their Closed Session at 10:15 p.m.

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**2003/04-19**

The Board returned to Open Session at 11:10 p.m., announcing that no action had been taken in Closed Session. President Fortine adjourned the meeting at 11:12 p.m.

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Mr. Ronald E. Gillis, 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 \_\_\_\_\_