

SANTA CLARITA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

BUSINESS MEETING
WEDNESDAY, SEPTEMBER 14, 2005
MINUTES

The Business Meeting of the Board of Trustees of the Santa Clarita Community College District was called to order on Wednesday, September 14, 2005, by President Joan MacGregor, 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 (arrived 5:25 pm)
 Mr. Ronald E. Gillis
 Mrs. Michele R. Jenkins
 Mrs. Joan W. MacGregor
 Mr. Ernest L. Tichenor
 Ms. Annie Yang, ASG President (sitting in as Student Representative)

Others Present: Dr. Dianne Van Hook, Superintendent-President
 Dr. Michael Wilding, Vice President, Student Services/Interim Assistant Superintendent
 Ms. Sharlene Coleal, Vice President, Business Services
 Dr. Barry Gribbons, Vice President, Institutional Development, Research and Online Services
 Ms. Diane Fiero, Vice President, Human Resources
 Mr. Michael Dermody, Academic Senate President
 Ms. Lynne Mayer, Administrative Assistant

President MacGregor declared a quorum and called the meeting to order at 5:15 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: Ms. Diane Fiero
 Confidential Classified Employees
(pursuant to Government Code §54957.6)
- 1.2b Discussion of Liability Claim for Payment
 Claimant: No. 4501-06-00001-01-01 against Santa Clarita Community College District
(pursuant to Government Code §54956.95(a))
- 1.2c Conference with Real Property Negotiator(s)
 Property APN's #2839-004-023, 2839-004-024, 2839-004-026, 2839-002-027, 2839-041-022, 2839-004-028, 2839-004-041, 2839-004-025, 2839-004-027, and 2839-002-026
 Agency Negotiators: Dr. Dianne Van Hook, Mr. Jim Schrage and Mr. John Dietrich
 Negotiating Parties: Mr. Bob Kellar, Mr. Marty Kovacs, Mr. Michael Rodgers
 Under Negotiation: Price and Terms of Payment
(pursuant to Government Code §54956.8)
- 1.2d 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)

**CLOSED SESSION
 (1.2)**

- 1.2e Conference with Labor Negotiator **CLOSED SESSION**
Santa Clarita Community College District Representative: Mr. Jim Schrage **(1.2) con't**
California Schools Employee Association (CSEA)
(pursuant to Government Code §54957.6)

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

The Board returned to Open Session at 7:20 pm. President MacGregor announced the Board took no action in Closed Session.

President MacGregor asked Mr. Jim Schrage to lead the flag salute. **FLAG SALUTE**
(1.3)

President MacGregor 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)

Dr. Van Hook:

- Recognized Dr. Gribbons and Mr. Bob Brode on the re-establishment of the LA County Sheriff's Academy at COC. The official opening was held on September 13th and Sheriff Lee Baca was in attendance.
- Thanked Mr. Schrage and his staff for putting the modular for the Sheriff's Academy together so quickly.
- Recognized Ms. Sue Albert, as she has been named a co-recipient of the 2005 Community Commitment Award from the Northeast Valley Health Corp.
- Acknowledged the efforts made by the animation department for putting together a video game production program.
- Noted that the event for Mr. Joe Kapp was nicely done and recognized Mr. Fortine's leadership in bringing the event to the campus. Marie Callender's did a great job catering, and Mr. Kapp was inspirational.

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: Tichenor Second: Gillis Record of Board Vote: 5-0
ASG President: Aye

The Board moved approval of the Minutes as follows: **APPROVAL OF MINUTES**
(8/10/05 and 8/17/05)
(1.6)

August 10, 2005 – Business Meeting
Motion: Tichenor Second: Jenkins Record of Board Vote: 5-0
ASG President: Aye

August 17, 2005 – Special Meeting
Motion: Jenkins Second: Fortine Record of Board Vote: 5-0
ASG President: Aye

President MacGregor removed Item 6.1 and Item 7.1 from the Consent Calendar for separate approval. The Board moved approval of the remainder of the Consent Calendar, as follows: **CONSENT CALENDAR**
(2)

- 3.1 Approval of Payments for Supplemental Services
- 3.2 Approval of Resolution 2005/06-11: CCDR Capacity Project Contract Number CCAP-4150
- 3.3 Approval of Agreement Between Santa Clarita Community College District (Community Extension) and Gatlin Education Services
- 5.1 Approval of Purchase Order Schedule PO 05/06-02
- 5.2 Approval of Travel Authorizations Schedule T 05/06-3
- 5.3 Approval of Quarterly Financial Report: Quarter Ended June 30, 2005
- 5.4 Approval/Ratification of Interfund Transfers

- 5.5 Approval of Annual Financial and Budget Report CCFS311 for Actual Year 2004-2005 and Budget Year 2005-2006 **CONSENT CALENDAR (2) con't**
- 6.2 Approval of Notice of Contract Completion for Music/Dance Lab Construction Project
- 6.3 Approval of Consultant Agreement for Geotechnical Services for the Canyon Country Educational Center
- 6.4 Approval of Addendum #01 to the Executive Architectural Services Contract for the University Center
- 7.2 Approval of Agreement Between Santa Clarita Community College District and Frasco Inc.
- 8.1 Approval of Agreement Between the Santa Clarita Community College District and Ms. Monica Ganz
- 8.2 Approval of Instructional Services Agreement Regarding Educational Courses between the Los Angeles County Sheriff's Department and Santa Clarita Community College District

Motion: Tichenor Second: Jenkins Record of Board Vote: 5-0
ASG President: Aye

The Board removed Item 7.1 from the Consent Calendar for separate approval:

- 7.1 Approval of Personnel Schedule PERS 2005/2006-4 **APPROVAL OF PERSONNEL SCHEDULE PERS 2005/2006-4 (7.1)**
- B. CLASSIFIED PERSONNEL
2. Employment – Regular
Anthony Brown, Custodian, Classified Represented Salary Schedule B, Range 15, Step 2 (\$2697). Effective September 15, 2005.
3. Employment – Adult Hourly (additional name(s) presented)
6. Other/Volunteers (additional name(s) presented)
- C. MANAGEMENT PERSONNEL
2. Employment – Regular
Allison Devlin, from Student Services Coordinator II to Assistant Director, Student Development and Campus Activities. Salary Pending. Effective September 15, 2005. Through the regular employment process.

Motion: Fortine Second: Tichenor Record of Board Vote: 4-0-1
Abstain: Jenkins
ASG President: Aye

Ms. Beverly Kemmerling, Director, Student Health and Wellness, provided an overview of the services provided by the Health Office at COC. The Board moved Approval of Student Health Fee Increase of \$1.00 per semester and \$1.00 during summer and winter to begin with winter intercession 2006. **APPROVAL OF STUDENT HEALTH FEE INCREASE (4.1)**

Motion: Tichenor Second: Gillis Record of Board Vote: 5-0
ASG President: Aye

The Board moved Approval of the Student Right-To-Know Subscription.

Motion: Fortine Second: Tichenor Record of Board Vote: 5-0
ASG President: Aye **APPROVAL OF STUDENT RIGHT-TO-KNOW SUBSCRIPTION (4.2)**

The Board moved approval/ratification of Budget Transfers.

Motion: Jenkins Second: Fortine Record of Board Vote: 5-0
ASG President: Aye **APPROVAL/RATIFICATION OF BUDGET TRANSFERS (5.6)**

The Board moved to Adopt Resolution 2005/06-09: Resolution of the Board of Trustees of the Santa Clarita Community College District, Los Angeles County, California, Authorizing the Issuance of Santa Clarita Community College District (LA County, California) General Obligation Bonds, Election of 2001, Series 2005.

Motion: Gillis Second: Fortine Record of Board Vote: 5-0
ASG President: Aye

**ADOPTION OF RES.
2005/06-09: RES
AUTHORIZING THE
ISSUANCE OF SCCCD
GO BONDS, ELECTION
OF 2001, SERIES 2005
(5.7)**

The Board moved Approval Of Establishment o A New Fund in the LA County Peoplesoft Financial System and the Datatel Financial System for Proceeds of the SCCCD Go Bonds, Election 2001, Series 2005.

Motion: Fortine Second: Gillis Record of Board Vote: 5-0
ASG President: Aye

**APPROVAL OF ESTAB.
OF A NEW FUND IN THE
LA COUNTY PEOPLE-
SOFT & THE DATATEL
FINANCIAL SYSTEMS
FOR PROCEEDS OF THE
SCCCD GO BONDS,
ELECTION 2001, SERIES
2005
(5.8)**

The Board moved Approval of the Fiscal Year 2005-2006 GANN Appropriations Limit.

Motion: Jenkins Second: Gillis Record of Board Vote: 5-0
ASG President: Aye

**APPROVAL OF FISCAL
YEAR 2005-2006 GANN
APPROPRIATIONS LIMIT
(5.9)**

The Board moved Denial of Claim: Keenan & Associates Claim No. 4501-06-00001-01-01.

Motion: Gillis Second: Fortine Record of Board Vote: 5-0
ASG President: Aye

**DENIAL OF CLAIM:
KEENAN & ASSOC.
CLAIM NO. 4501-06-
00001-01-01
(5.10)**

The Board moved Approval of implementation of a retention escrow account for the structural steel contractor for the Classroom/High Tech Building.

Motion: Fortine Second: Gillis Record of Board Vote: 5-0
ASG President: Aye

**APPROVAL OF ESCROW
ACCOUNT FOR
STRUCTURAL STEEL
CONTRACTOR FOR
CLASSROOM/HIGH
TECH BUILDING
(6.5)**

The Board moved Approval of Change Orders for the Music/Dance Lab Construction Project.

Motion: Tichenor Second: Gillis Record of Board Vote: 5-0
ASG President: Aye

**APPROVAL OF CHANGE
ORDERS FOR MUSIC/
DANCE LAB
CONSTRUCTION
PROJECT
(6.6)**

The Board moved Approval of Resolution 2005/06-10: Purchase of Property for the Canyon Country Educational Center.

Motion: Gillis Second: Jenkins Record of Board Vote: 5-0
ASG President: Abstain

**APPROVAL OF
RESOLUTION 2005/06-
10: PURCHASE OF
PROPERTY FOR
CANYON COUNTRY
EDUCATIONAL CENTER
(6.7)**

The Board moved Approval of Change Orders for Public Safety Modular Classroom Project.

Motion: Fortine Second: Tichenor Record of Board Vote: 5-0
ASG President: Aye

**APPROVAL OF CHANGE
ORDERS FOR PUBLIC
SAFETY MODULAR
CLASSROOM PROJECT
(6.8)**

This Item was removed from the Consent Calendar for separate approval. The Board moved Approval of Notice of Completion for Electrical Installation for Public Safety Modular Classroom Project.

Motion: Jenkins

Second: Fortine

Record of Board Vote: 5-0
ASG President: Aye

**APPROVAL OF NOTICE
OF COMPLETION FOR
ELECTRICAL
INSTALLATION FOR
PUBLIC SAFETY
MODULAR CLASSROOM
PROJECT
(6.1)**

The Budget Workshop was presented to the Board for information. Dr. Van Hook provided a PowerPoint presentation on a historical context of budget and finance at the College. Ms. Coleal presented a PowerPoint on the Adopted Budget Workshop and the community college systemwide overview. She discussed the details of the systems' budget and the impact on COC, enrollments and projections, full-time faculty obligation, staffing, categorical allowances, block grants, partnership for excellence funds, and revenue assumptions. In particular, she discussed District growth rates, noting that our District has grown 17.99% compared to surrounding districts, ranging from 2.3% (Ventura) to 7.97% (Antelope Valley). She noted that keeping our growth factor at such an impressive level is due in part to the work of Dr. Gribbons and Dr. Van Hook for interfacing with Sacramento and the Chancellor's Office.

**BUDGET WORKSHOP
2005-2006
(5.11)**

Copies of both presentations are hereby made a part of these minutes as if fully set forth herein. There was a short question and answer period.

President MacGregor opened the Public Hearing on the 2005-2006 Adopted Budgets and it was presented for information and comments. Upon hearing none, the hearing was closed.

**PUBLIC HEARING ON
THE 2005-2006
ADOPTED BUDGETS
(5.12)**

The Board moved Adoption of the 2005-2006 Budgets as follows:

Motion: Jenkins

Second: Tichenor

Record of Board Vote: 5-0
ASG President: Aye

**ADOPTION OF THE 2005-
2006 BUDGETS
(5.13)**

The Board noted that the District is financially healthy and carries a significant reserve, and has continued to grow its financial base, unlike many other Districts in the community college system. They expressed their appreciation to the administration for being fiscally responsible and working to bring new resources to the District in a time when most of those around us have been declining.

The Board received the Financial Report – Month Ending June 30, 2005 as information.

**FINANCIAL REPORT –
MONTH ENDING JUNE
30, 2005
(5.14)**

Dr. Van Hook:

- ✓ Distributed a new "What They're Saying..." document, which provided information on current bills and legislative news in Sacramento. Information/bills reviewed included:
 - Changes in the Higher Education Act
 - Concurrent Enrollment Bill
 - AB982 – Health Center Fees
 - SB361 – Funding
 - SB724 – CSU Doctoral Degrees
- ✓ Announced the Hurricane Katrina Press Release from COC has been distributed to the Board. Anyone wishing to email or write the Governor in support of the bill to exempt students from nonresident tuition is encouraged to do so.

**UPDATE ON
LEGISLATION
(10.1)**

Ms. Jenkins noted there will be a CCCT Board meeting next week.

- ✓ Faculty members will be focusing on the compressed calendar issue and will hold a forum for the campus community to discuss pros and cons.

**REPORT
(11.1)**

Ms. Mayer had nothing to report.

**CLASSIFIED
COORDINATING
COUNCIL REPORT
(11.2)**

Dr. Van Hook announced that:

- ✓ Mr. Kyle Baron, a former student trustee, provided an update to the Board, (which was distributed) noting he has resigned from the Measure C Committee and will be attending graduate school in Rome. He thanked the District for the education and opportunities he received while he was a student at COC.
- ✓ Mr. Robert Walker, also a former student trustee (who received his master's degree in History), is now teaching full-time at the Academy of the Canyons.
- ✓ COC hosted an AQMD event that the City hosted in our Performing Arts Center.
- ✓ The Temptations will be performing this Friday night in the PAC.
- ✓ An adjunct faculty member, Mr. Steve Berkerey (Fire Technology) has been deployed to Camp Shelby in Biloxi, Mississippi to aid in hurricane relief efforts. Ms. Michelle LaBrie's (counselor) husband has also been sent to the Gulf States to assist in recovery efforts.
- ✓ Dr. Wilding, Ms. Beth Asmus and Ms. Michele Edmonson did a great job organizing the wonderful fundraising event for the Foundation last Friday night, the Poker Tournament.

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

Ms. Fiero announced that Human Resources will be launching a new software program to allow for online employment applications.

Dr. Wilding had nothing to report.

Dr. Gribbons added that he and Ms. Debra Malinowski will be going to Washington DC to meet with Homeland Security and the Bureau of Justice Assistance for First Responder Training.

Ms. Coleal noted that she attended the Sheriff's Academy opening. She also attended (and played in) the Foundation Golf Tournament.

Ms. Yang reported that:

- ✓ She will be sitting in as Student Trustee until the election for a replacement is held on October 3 and 4. They have 2 applicants for this position.
- ✓ They will be holding a blood drive for the Providence Holy Cross Hospital on September 26 and 27 in the cafeteria.
- ✓ They will be honoring Hispanic heritage month beginning next week.
- ✓ Hurricane Katrina relief is being provided through the donation of \$1 for a heart to be displayed in the S-building. She thanked those who have donated.
- ✓ They will partner with Professor Salhi (Political Science) and other instructors who will be speaking on the effects of Hurricane Katrina on September 22.
- ✓ She will be in Sacramento at the CCLC meeting on September 23, as she has been selected to serve on the League's Advisory Committee on Legislation.
- ✓ They are getting student input on Spring Break and the pros and cons of keeping or removing the week from the calendar.
- ✓ They are holding preliminary discussions about the idea of implementing a "college hour" on campus.

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

Mr. Tichenor noted that he attended the COC football game against Grossmont College, and the Sheriff's Academy opening.

Mr. Gillis had nothing to report.

while he was here, especially Ms. Tami Toon and Mr. Brodie Steele in the PAC.

Mrs. Jenkins noted she attended the dinner for Joe Kapp and enjoyed the evening. She also stopped by the Foundation Golf Tournament.

Mrs. MacGregor announced she attended the Joe Kapp event, the Poker Tournament, the Sheriff's Academy opening, and lunch with the "pink ladies" from Opening Day.

She added that she, along with Ms. Jenkins and Dr. Gribbons, attended a dinner where the Boaz's were thanked for their endowment, and they presented their first check to the College.

She noted coming events for the trustees:

- ✓ The Chamber of Commerce's quarterly luncheon on September 29th, where COC (Ms. Dena Maloney) will be discussing the incubator program.
- ✓ The SCV Trustees Association meeting is scheduled for September 26 at Rosedell Elementary School.
- ✓ The City of Santa Clarita has invited community leaders to take a tour around the City to show the new developments and partnerships. It will be offered on two dates, October 17 or 18.
- ✓ The Library Associates will be having a Santa Barbara wine country motor coach tour on November 8th.

She also noted she is receiving agendas and information on Board of Governors meetings from the Chancellor's Office. If anyone would like this information, please contact Lynne.

None.

Mr. Fortine requested a presentation on our Community Extension program.

Ms. MacGregor requested:

- ✓ A recap of the building costs and future building projects that Mr. Schrage will be presenting.
- ✓ An information item at a future meeting on legal firms available and qualified to provide service to community colleges.

President MacGregor announced the next meeting will be a Business Meeting and will be held on Wednesday, September 28, 2005, in the Staff Dining Room, Student Center Building. Closed session will begin at 5:00 pm and open session will begin at 6:30 pm, earlier than normal in order to accommodate the recognition of the Associates Program Graduates prior to their 7:00 pm classes.

There being no further business, the meeting was adjourned at 9:52 p.m.

**TRUSTEE, STAFF
MEMBERS, AND BOARD
MEMBERS
(11.4) con't**

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

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

**ANNOUNCEMENT OF
NEXT MEETING
(9/28/05) AND
ADJOURNMENT
(12)**

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

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

Entered in the proceedings of the District _____