

SANTA CLARITA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

BUSINESS MEETING
WEDNESDAY, SEPTEMBER 24, 2008
MINUTES

The Business Meeting of the Board of Trustees of the Santa Clarita Community College District was called to order on Wednesday, September 24, 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
Mr. Scott Thomas Wilk
Mr. Nicolas Cardenas, Student Trustee

Others Present: Dr. Dianne Van Hook, Chancellor
Dr. Mitjl Capet, Assistant Superintendent/Vice President, Instruction
Dr. Michael Wilding, Assistant Superintendent/VP, Student Services
Ms. Sharlene Coleal, Assistant Superintendent/VP, Business Services
Ms. Diane Fiero, Assistant Superintendent/VP, Human Resources and Interim VP,
Academic Affairs
Dr. Barry Gribbons, Assistant Superintendent/VP, Institutional Development, Technology
and Online Services
Mr. Michael Dermody, President, Academic Senate
Ms. Lynne Mayer, Administrative Assistant to the Chancellor and the Board of Trustees

Special Presenters
and Others Present: Mr. Jim Temple, Director, Information Technology
Mr. John McElwain, Managing Director, Public Relations and Marketing
Mr. Chris Blakey, President, COCFA
Dr. Dena Maloney, Founding Dean, Canyon Country Campus
Mr. Jim Schrage, Vice President, Facilities Planning, Operations, and Construction (arrived
7:10pm)

President Tichenor declared a quorum and called the meeting to order at 5:35 pm.

**Quorum Established
(1.1)**

The Board moved to Closed Session in the Conference Room (HSLH-136), where they discussed the following:

**Closed Session
(1.2)**

The Board discussed the following items:

- 1.2a Conference with Labor Negotiator
Santa Clarita Community College District Representative: Mr. Jim Schrage
California Schools Employee Association (CSEA)
(pursuant to Government Code §54957.6)

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

The Board returned to Open Session at 6:40 pm, and Mr. Tichenor announced no action had been taken in Closed Session.

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Mr. Tichenor asked Mr. Blakey to lead the flag salute.

**Flag Salute
(1.3)**

Mr. Tichenor asked the members of the audience to introduce themselves, welcomed all present to the meeting and invited anyone wishing 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: MacGregor Second: Wilk Record of Board Vote: 5-0
Student Trustee: Aye

Dr. Van Hook announced that:

- ✓ Sue Bozman and Lila Sude from the Public Information Office are in Sedona for the National Council for Marketing & Public Relations to receive an award for our outstanding catalogue.

**Recognition/Up Close
(1.6)**

The Board moved approval of the Consent Calendar with the additional information provided for Item 7.1 as follows:

**Consent Calendar
(2)**

- 3.1 Ratification of Agreement Between Santa Clarita Community College District and Excel Meetings and Events for Governor's Office of Planning and Research (OPR)
- 3.2 Approval of Consultant Contract for Fiscal Year 2008/09 for Carri Arquilevich, Foster and Kinship Care Education Outreach Program – Workshop Facilitator
- 5.1 Approval of Travel Authorizations Schedule T 08/09-7
- 5.2 Approval of Santa Clarita Community College District Memberships for Fiscal Year 2008-2009
- 5.3 Approval of Renewal of Contract to Participate in the Chancellor's Office Tax Offset Program (COTOP) for the Period October 1, 2008 through December 29, 2009
- 5.4 Approval of Annual Financial and Budget Report CCFS311 for Actual Year 2007-2008 and Budget Year 2008-2009
- 5.5 Approval of Authorization for Cash Loan – Increase in Maximum Amount for the Financial Aid Fund for Fiscal Year 2008-2009
- 6.1 Approval of Notice of Completion for Dr. Dianne G. Van Hook University Center Construction Project (HPS Mechanical)
- 6.2 Approval of Addendum #01 to Contract for Cafeteria Remodel Project (Town Park Construction)
- 6.3 Approval of Contract for Canyon Country Campus Construction Project (Padilla Paving)
- 6.4 Approval of Contract for Testing & Inspection Services for the Dr. Dianne G. Van Hook Construction Project (Consolidated Testing Laboratories)
- 6.5 Ratification of Contract for the Dr. Dianne G. Van Hook University Center Construction Project (Big K Concrete)
- 6.6 Approval of Addendum #01 to Contract for Central Plant Construction Project (Tom Bertone Consulting)
- 7.1 Approval of Personnel Schedule PERS 2008/2009-5
- 7.2 Ratification of Agreement for Services Between Santa Clarita Community College District and the Beverly Hills Police Dept., L.A. County Fire Dept., L.A. County Lifeguard Dept., L.A. County Sheriff's Dept., and L.A. Police Dept. for On-Site Supervisors of Training Classes

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

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The Board moved Approval of Contract for Monument Sign at the Canyon Country Campus (Vomar Products, Inc.).

**Approval of Contract
for Monument Sign at
the Canyon Country
Campus (Vomar
Products, Inc.)
(6.7)**

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

Mr. Jim Temple shared a PowerPoint presentation of the Technology Master Plan 2006-2011, highlighting the progress we have achieved since our first technology plan in 1996. There was a brief question and answer period, and the Board and Dr. Van Hook thanked Mr. Temple for this presentation and his hard work to keep our campus always moving forward with technology at an exponential pace. His presentation is hereby made a part of these minutes as if fully set forth herein.

**Presentation of the
Technology Master
Plan 2006-2011
(8.1)**

Dr. Van Hook noted that:

- ✓ The Governor finally signed the budget on Tuesday this week. Ms. Coleal will travel to Sacramento for a workshop on October 6th, and we will present the Budget workshop at the October 8th Board meeting.

**Update on Legislation
(10.1)**

Mr. Dermody had nothing to report.

**Academic Senate
Report
(11.1)**

There was no one from the Classified Senate present, but Ms. Mayer noted they are currently holding their flower bulb sale, and there is a possibility they may resurrect the fall arts and crafts event.

**Classified Senate
Report
(11.2)**

Ms. Jenkins noted:

- ✓ The Foundation Board meeting was held last night at the University Center construction site.
- ✓ They discussed the advisory council idea and what the role of this group would be if implemented.
- ✓ Their Golf Tournament was a great event, grossing over \$90,000.

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

Ms. Fiero noted that:

- ✓ NCSPOD has awarded the college the "Innovation" award for our LEAP program. The award will be presented in Reno on October 24th.

**Chancellor's Report
(11.4)**

Dr. Wilding announced that:

- ✓ COC will co-host SCV College Day with the Hart District at COC on October 11th.

Dr. Gribbons had nothing to report.

Dr. Capet added that:

- ✓ We had a visit from the chair of the Accreditation team, Dr. Bob Agrella, and we are working out the final details for the team's visit in October.

Ms. Coleal noted that:

- ✓ She met with the Nursing Accreditation (NLN) team on Tuesday, and they were very impressed with our program. Dr. Van Hook added that the exit interview is scheduled for 7:30am on Thursday morning.

Dr. Maloney announced that:

- ✓ The CCC Advisory committee meeting will be held on October 21. They plan to discuss the Master plan and the Career and Technical Education Center.
- ✓ The Sustenance Change Committee was approved for CCC.
- ✓ The Rasmussen amphitheater was dedicated on September 13. It was great to have so many people there.

- ✓ They will host a Job Fair on October 8 at the Canyon Country Campus.

**Chancellor's Report
(11.4) con't**

Mr. McElwain added that:

- ✓ The newest version of *The Bottom Line* newsletter is now available.

Dr. Van Hook noted that:

- ✓ She met with the Nursing Accreditation team, and added that they praised the campus, facilities, and the collaborative program we have with Henry Mayo Newhall Memorial Hospital.
- ✓ She, assisted by Dr. Gribbons and Dr. Capet, recently held 4 planning workshops highlighting the importance of doing departmental planning. Following these workshops, she asks everyone to fill out a "one minute paper" about what they learned and what they'd still like to know. It was time well spent and fun at the same time.
- ✓ She held two All College meetings on Monday and Tuesday. The PowerPoint presentation will be posted on the intranet later this week.
- ✓ She will be "job shadowed" by Ms. Frankie Augustin on Thursday. Ms. Augustin works at CSUN and is fulfilling a requirement for her doctorate degree at USC.
- ✓ The geology/geography department scheduled a "dreamtime" meeting and brainstormed their short and long-term goals for their department. The results were inspirational and they are on the move!
- ✓ The Field Studies committee had a wrap up meeting, and they are planning to involve more disciplines than ever for the spring semester.
- ✓ Our enrollment is up 17% from last fall to fall 2008, and up 21% for this past summer 2008 over summer 2007.
- ✓ A group, headed by James Glapa-Grossklag, is moving forward to develop a plan to develop a 3D virtual reality software development center in our district. It would serve as a demonstration site for statewide faculty to use 3D software, would enable us to develop 3D software for several of our departments and online courses, and would allow us to develop a certification program to train technicians for this emerging field.
- ✓ A newsletter for ESL was recently distributed. It is inspirational to read the stories and hear the success and self-confidence of the participants.
- ✓ The Counseling department also has put out a new newsletter. They are an amazing group of staff and strive to always make a difference for our students.
- ✓ The Foundation hosted a visit and tour of the new University Center for the educational partners earlier this week.
- ✓ She, along with co-chairs of the accreditation standards teams met with Dr. Bob Agrella (Accreditation Team Chair) when he visited last week. He toured our campus, visited the Canyon Country Campus and discussed some of the details of the October visit with us.
- ✓ She had lunch with Ms. Erica Betz and Ms. Jasmine Foster to talk about institutional advancement of our district.
- ✓ The Saugus School District will celebrate their centennial anniversary in October. She asked if the Board planned to develop a resolution in their honor to be brought back to the Board for consideration at the October 8th meeting.

Mr. Cardenas noted that:

- ✓ He attended the State of the City lunch, and found it interesting to see that so many people in the Santa Clarita Valley are involved in our community.
- ✓ Shared Governance Committee meetings were held with the ASG, and everyone on the executive board of ASG is getting involved.

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

Mr. Wilk shared some photos of the events he has attended, including:

- ✓ The PE Building Ribbon cutting
- ✓ The Rasmussen amphitheatre dedication at Canyon Country
- ✓ The COC football game
- ✓ The "51 Most Influential" lunch

- ✓ The SCV Trustees Association (hosted by COC)
- ✓ The State of the City lunch
- ✓ The event co-hosted by Mr. Dave Bossert at the TPC to raise money for the arts in the SCV.

Ms. MacGregor noted that she:

- ✓ Attended the Castaic School Board meeting.
- ✓ Enjoyed the Bill Medley concert in the PAC and the new food and beverage concessions available there.
- ✓ Participated in the dedication ceremony for the Canyon Country Amphitheatre and she appreciated hearing Mr. Rasmussen speak at the event.
- ✓ Attended the State of the City lunch. She noted we were fortunate to have Mr. Cardenas there. She talked with the planning commissioners and the regional representative for Senator Feinstein, who would like to tour our campus.
- ✓ Attended the Alumni & Friends BBQ in the Cougar Den.
- ✓ Was present at the SCV Trustees Association meeting hosted by COC. She thanked Ms. Mayer for all of her help, ISSI for the great dinner, Mr. Mauricio Escobar from Computer Support, Mr. Schrage for the wonderful tour he provided, and Dr. Wilding for his Emergency Preparedness presentation.
- ✓ Was very impressed with the college catalogue this year, and extended her thanks and appreciate to everyone involved in putting it together.

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

Ms. Jenkins added that:

- ✓ The State of the City lunch was very well attended, and she enjoyed sitting with some of our area's fire chiefs. She was glad Mr. Cardenas was able to attend. Mayor Bob Kellar recognized the College during the lunch and noted what a valuable asset it is to our community.

Mr. Fortine noted that he:

- ✓ Attended the PE Ribbon cutting ceremony.
- ✓ Participated in the CCC Advisory committee meeting and noted the presentations by Dr. Van Hook and Dr. Maloney were very good.
- ✓ Provided the welcoming comments at the Carl Rasmussen Amphitheatre dedication. He complimented Mr. Wilk for the great job he did as well.
- ✓ Attended the Boys and Girls Club 40th anniversary celebration.
- ✓ Appreciated the hard work and great job Dr. Gribbons and Mr. Schrage did on this year's COC Foundation Golf Tournament.
- ✓ Attended the VIA lunch, the State of City lunch, and the event and tour held for the University Center partners.
- ✓ Attended a fundraiser for Children's Dental Health held at Bob Kellar's house.
- ✓ Attended the Betty Ferguson Foundation's Woman of Honor dinner for Liz Siepel.
- ✓ Went to the SCV Business Fair earlier today. It was put on by the State Board of Equalization and was co-sponsored by Runner, McClintock and Smyth's offices. They had many vendors, and it was geared toward non-profit organizations and highlighted a variety of ways to make a business successful.

Mr. Tichenor added that he:

- ✓ Attended many of the same events as other Board members including the Alumni & Friends BBQ, the PE Ribbon Cutting ceremony, and the Bill Medley concert.

There were no comments.

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

Ms. MacGregor requested the list of the updated partnerships with the Hart District. She would appreciate receiving a list of these partnerships, noting that no further detail is needed at this point.

Ms. Jenkins asked if it would be possible for Mr. Schrage to email the Board members the drawings for the CCC monument signs.

President Tichenor announced the next meeting will be a Budget Study Session/ Business Meeting on Wednesday, October 8, 2008, Closed Session is scheduled for 5:00 pm, with Open Session at 6:30 pm in HSLH 137.

There being no further business, the meeting was adjourned at 8:23 p.m.

**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 (10/08/08) and
Adjournment
(12)**

Mr. Scott Thomas Wilk, 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 _____