

SANTA CLARITA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

BUSINESS MEETING
WEDNESDAY, SEPTEMBER 28, 2005
MINUTES

The Business Meeting of the Board of Trustees of the Santa Clarita Community College District was called to order on Wednesday, September 28, 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
 Mr. Ronald E. Gillis
 Mrs. Michele R. Jenkins (arrived 5:10 pm)
 Mrs. Joan W. MacGregor
 Mr. Ernest L. Tichenor
 Ms. Ashley Miliotti, ASG Vice President (sitting in as Student Representative)

Others Present: Dr. Dianne Van Hook, Superintendent-President (arrived 5:20 pm)
 Dr. Michael Wilding, Vice President, Student Services/Interim Assistant Supt.
 Ms. Sharlene Coleal, Vice President, Business Services
 Dr. Barry Gribbons, Vice President, Inst. Development, Research, Online Services
 Dr. G. Carole Long, Interim Vice President, Instruction and Community Extension
 Ms. Diane Fiero, Vice President, Human Resources
 Mr. Michael Dermody, Academic Senate President
 Ms. Lynne Mayer, Administrative Assistant

Special Guests / Presenters: Dr. Russell Richardson, Chair, Political Science and Associate Program Coordinator
 Associate Program Committee and Graduates
 Mr. James Glapa-Grossklag, Director, PACE and Distance Learning Coordinator
 Mr. Dennis Bauwens, Business Department

President MacGregor declared a quorum and called the meeting to order at 5:05 p.m. in the Staff Dining Room.

**QUORUM
 ESTABLISHED
 (1.1)**

The Board moved to Closed Session to discuss the following:

- 1.2a Public Employee Discipline/Dismissal/Release
(pursuant to Government Code §54957)
- 1.2b 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)
- 1.2c 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)

**CLOSED SESSION
 (1.2)**

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 6:43 pm. President MacGregor announced the Board took no action in Closed Session.

President MacGregor asked Dr. Richardson 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)**

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

The Board moved approval of the Minutes as follows:

**APPROVAL OF MINUTES
(8/24/05 and 9/14/05)
(1.6)**

August 24, 2005 – Budget Study and Business Meeting

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

September 14, 2005 – Business Meeting

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

Dr. Van Hook:

**RECOGNITION
(1.7)**

- Announced that the Associate Program budget has grown. Since 2000/01, the district's support to the program has grown in annual costs (for stipends, release time, additional salary increases for completing program) from \$51,000 to \$117,000 in 2004/05. Over the last 6 years, \$786,000 has been invested in this program.

She introduced Dr. Russell Richardson, who noted that since inception in 1989, 231 adjunct faculty members have participated in this program. Of those, 66 are now teaching at COC, 21 have been hired full-time and others have moved on to other colleges.

Dr. Richardson provided a brief overview of this program, the program's goals and requirements, and introduced the committee members. Eight of the sixteen spring 2005 graduates were present for recognition and were introduced, received their certificates, and addressed the Board regarding their experience in this program. The Board expressed their appreciation to the graduates, the committee, and this unique, worthwhile program at COC.

- Acknowledged Mr. James Glapa-Grossklag for his completion of a 4-course on-line degree from Cornell University for community college development entitled "Proactive Leadership in Higher Education." He thanked Dr. Van Hook for the opportunity to participate in this program.

Mr. Dennis Bauwens, Chair, Business Department, was introduced and provided an overview of the Business Department. He introduced the other full-time faculty members in the department (Mr. Bob Maxwell, Mr. Russell Waldon, Ms. Diane Sionko), who highlighted the accomplishments of the department, the degrees/certificates offered, the plans for the future, and the community and campus based collaborations the department has in place.

**UP CLOSE & PERSONAL
(1.7)**

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

**CONSENT CALENDAR
(2)**

- 3.1 Approval of Payments for Supplemental Services
- 3.2 Approval of Agreement Renewal Between Santa Clarita Community College District and Canyon Aquatics Club, Inc.
- 6.1 Approval of Notice of Completion for Public Safety Academy Building Project – Global Modular
- 6.2 Approval to Award Contract for Electrical Master Plan Implementation Project
- 6.3 Approval of Release of Retention for the Music/Dance Building
- 6.4 Approval of Architectural and Engineering Contract for the South Cogeneration Plant Project
- 6.5 Approval of Architectural and Engineering Contract for the I-Building Cooling Plant Project
- 6.6 Approval of Architectural and Engineering Contract for the T-Building Outdoor Pipe Fitting Area Project
- 7.1 Approval of Personnel Schedule PERS 2005/2006-5
 - B. CLASSIFIED PERSONNEL
 - 3. Employment – Adult Hourly (additional name(s) presented)
 - C. MANAGEMENT PERSONNEL
 - 2. Employment – Regular
Thomas Bilbruck, from Interim Assistant Director, Financial Aid to Assistant Director, Financial Air, salary \$57,000 annually, effective 9/29/05. Through the regular employment process.
- 7.2 Approval of Classified Administrator Employment Contract for Assistant Director, Student Development and Campus Activities
- 7.3 Approval of Interim Administrator Employment Contract for Interim Division Dean, Social Services and Business (80%)
- 8.1 Approval of Surplus District Property other than Land Under Policy 707
- 8.2 Approval of Renewal of Annual Agreement Between the Santa Clarita Community College District and Microsoft Corporation

**CONSENT CALENDAR
(2)**

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

The Board moved Approval of Agreement Between Santa Clarita Community College District and William S. Hart Union High School District.

**APPROVAL OF
AGREEMENT BETWEEN
SCCCD AND WILLIAM S.
HART UNION HIGH
SCHOOL DISTRICT
(5.1)**

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

The Board moved Approval of Agreement for the Operation of the University Center Between Santa Clarita Community College District and William S. Hart Union High School District.

**APPROVAL OF
AGREEMENT FOR THE
OPERATION OF THE
UNIVERSITY CENTER
BETWEEN SCCC AND
WM S. HART UNION
HIGH SCHOOL DISTRICT
(5.2)**

Motion: Fortine Second: Jenkins Record of Board Vote: 5-0
ASG VP: Aye

The Board moved Approval on Contract Agreement for Canyon Country Educational Center Tenants.

**APPROVAL ON
CONTRACT
AGREEMENT FOR
CANYON COUNTRY ED.
CENTER TENANTS
(6.7)**

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

The Board moved Approval of Contracts for Classroom/High Tech Center Construction Project – Smoke Containment System.

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

**APPROVAL OF
CONTRACTS FOR
CLASSROOM/HIGH TECH
CTR CONSTRUCTION
PROJECT – SMOKE
CONTAINMENT SYSTEM
(6.8)**

The Board moved Approval of Change Orders for the Classroom/High Tech Center Construction Project.

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

**APPROVAL OF CHANGE
ORDERS FOR THE
CLASSROOM/HIGH
TECH CENTER
CONSTRUCTION
PROJECT
(6.9)**

The Board moved Approval to Award Contract for Library Landscaping Project.

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

**APPROVAL TO AWARD
CONTRACT FOR
LIBRARY LANDSCAPING
PROJECT
(6.10)**

The Board moved Approval of CalSTRS Cash Balance Benefit Program and Resolution 2005/06-12.

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

**APPROVAL OF
CALSTRS CASH
BALANCE BENEFIT
PROGRAM AND
RESOLUTION 2005/06-12
(7.4)**

The Board moved Approval of Independent Contractor Professional Services Agreement Between Charles McIntyre and the Santa Clarita Community College District.

Motion: Jenkins Second: Fortine Record of Board Vote: 5-0
ASG VP: Aye

**APPROVAL OF
INDEPENDENT
CONTRACTOR
PROFESSIONAL
SERVICES AGREEMENT
BETWEEN CHARLES
MCINTYRE & SCCCD
(8.3)**

The Board moved Approval of Contribution to the Vital Express Center for the Performing Arts and the Naming of the Costume Shop.

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

**APPROVAL OF
CONTRIBUTION TO THE
VITAL EXPRESS
CENTER FOR THE
PERFORMING ARTS
AND THE NAMING OF
THE COSTUME SHOP
(10.1)**

Dr. Van Hook also noted that Mr. Bill Baker, the original full-time faculty member in our Theatre Department, will be honored on October 12th for the dedication of the PAC Green Room in his name. We hope to follow this with a ribbon cutting of the Costume Shop, and we will announce it as soon as it's finalized.

Almost ½ thru

Dr. Van Hook announced that:

- ✓ The Governor signed the Vocational Education bill (designed to fund incentives to coordinate vocational education between community colleges and the high schools).
- ✓ The Health Bill was also signed by the Governor (deletes the provision requiring the exemption of certain students from health services fees).
- ✓ We are still waiting for the Governor to sign the non-resident tuition fee waiver for students who were affected by Hurricane Katrina.

**UPDATE ON
LEGISLATION
(10.2)**

- ✓ She received a copy of the revised Strategic Plan, which is one topic at a meeting being held tomorrow. A number of recommendations made by the Economic Development Program Advisory Committee were incorporated.

Ms. Jenkins added that the bill to allow the state organization to appoint trustees to the Board of Governors was vetoed by the Governor.

Dr. Van Hook announced that:

- ✓ Our website and information for the Canyon Country Educational Center will be operational tomorrow at noon. She distributed a handout of what the site will look like, and thanked Ms. Sue Bozman, Mr. John McElwain, Mr. Nick Pavik, and Mr. Mike Gunther for their work in getting the information online.
- ✓ We are helping a New Orleans family displaced by Hurricane Katrina as they relocate to Santa Clarita. The family visited the college earlier today, and we will work closely with them to secure housing, employment, and registration at COC for their oldest son. She also noted several elementary school districts responded to our request for help in finding employment for a family member.
- ✓ She appreciated Ms. Bozman's and Mr. McElwain's work at the Business Expo last weekend, and for their help putting together several handouts and working in the booth. Ms. Bozman provided an overview of the weekend and the interactions that occurred during the Expo while there were at the booth.

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

Dr. Long announced that at the department chairs retreat, they discussed and identified gaps in the curriculum. They are now addressing these issues and developing new programs.

Ms. Fiero and Dr. Wilding had nothing to report.

Dr. Gribbons added that he and Ms. Debra Malinowski had a good trip to Washington DC. The Department of Homeland Security was shown the first-responder information we are working on, and the department is excited about the unique training we are offering.

Ms. Coleal noted that Fiscal Services has finalized their work with the auditors and have completed the year-end close. The department did a great job.

Mr. Dermody noted that:

- ✓ The Academic Senate members are reviewing the condensed calendar.
- ✓ There is also discussion about spring break, whether to keep it or remove it, and the pros and cons involved in this idea.
- ✓ Ms. Edel Alonso has been re-appointed to the Chancellor's Advisory Committee on Counselors.

**ACADEMIC SENATE
REPORT
(11.1)**

Ms. MacGregor noted that the Board of Trustees would like to be involved with future Scholarly Presentations and help to host a reception jointly with the Academic Senate for faculty members.

Ms. Mayer had nothing to report.

**CLASSIFIED
COORDINATING
COUNCIL REPORT
(11.2)**

Ms. Miliotti reported that:

- ✓ The Blood drive produced 83 units of blood, more than they expected.
- ✓ They are continuing the sale of Hearts for Disaster. They are aiming for \$20,000 and they currently have raised \$4,000.
- ✓ Ms. Yang is currently in Sacramento and sat on a board with Dr. Hartley.
- ✓ A new "Paw Print" has been distributed.

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

- ✓ They have 3 candidates for student trustee and the election will be held next week. They should have a new student trustee by the October 12th meeting. Mr. Tichenor noted that his daughter will be starting a psychology late-start class at COC. He attended the Business Expo Friday and Saturday, (worked in the COC booth one day), the football game, and the SCV Trustees Associates meeting.

Mr. Gillis had nothing to report.

Mr. Fortine announced he attended the Hoefflin Foundation dinner, a reception for Mr. Castellanos, the Taste of Expo, and the Loose Goose Wine Tasting event for the hospital. He attended a meeting today with the CEO from Avid (company and equipment used to edit film/TV shows). He also noted the Hart District ad hoc on diversity is ending their study and will be doing a report to the Hart board.

Mrs. Jenkins noted she attended the Trustees Board meeting in Sacramento, and that she had heard the League Commission on Legislative Finance was impressed with Ms. Yang's abilities as a student member. She added will be going to Sacramento tomorrow for the Strategic Planning Meeting.

Mrs. MacGregor thanked Ms. Jenkins, on the Board's behalf, for continuing her work with the League and the CCCT.

She announced that Eric and April Harnish welcomed a new daughter last Sunday. She attended the Hoefflin Foundation dinner, the SCV Trustees Meeting, and The Temptations in the PAC, which was a great kick-off to our new season. She met with the auditors yesterday, attended the Foundation sub-committee meeting, and the Foundation Board meeting, where she helped to install new members including Mr. Dan Goetz, Mr. Mike Dugan, Mr. Dean Ogrin, Mr. Adrian Simon, and Mr. Gary Saenger.

She noted coming events:

- ✓ President's Circle event on Sunday, October 23rd as a brunch in conjunction with "Little Shop of Horrors."
 - ✓ Library Associates Wine Country Tour through Santa Barbara.
- None.

Ms. MacGregor requested:

- ✓ A recap/revisit of the Joint meeting with the Foundation agenda item regarding Naming Opportunities.

Mr. Gillis:

- ✓ Inquired about ways to acquire or raise funds to help students purchase memorabilia for honors achieved while at the college. Dr. Van Hook noted no state or federal money can be used for these kinds of expenditures. The Board discussed ideas for ways the college might help students for athletic or academic achievements in the future.
- ✓ Reiterated the request for 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, October 12, 2005, in the Staff Dining Room, Student Center Building. Closed session will begin at 5:30 pm and open session will begin at 7:00 pm.

There being no further business, the meeting was adjourned at 9:05 p.m.

**REPORTS BY STUDENT 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 (10/12/05) 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 _____