

SANTA CLARITA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

BUSINESS MEETING
WEDNESDAY, NOVEMBER 10, 2004
MINUTES

The Business Meeting of the Board of Trustees of the Santa Clarita Community College District was called to order on Wednesday, November 10, 2004, by Vice 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
 Mrs. Joan W. MacGregor
 Mr. Ernest L. Tichenor (arrived 5:20 pm)
 Mr. Steven Vanover, Student Trustee

Others Present: Dr. Dianne Van Hook, Superintendent-President
 Ms. Sharlene Coleal, Vice President, Business Services
 Dr. Michael Wilding, Interim Asst. Superintendent/VP, Student Services
 Dr. Barry Gribbons, VP, Institutional Development, Technology & Online Services/
 Interim Asst Superintendent
 Dr. Carole Long, Interim VP, Instruction and Community Extension
 Ms. Diane Fiero, Vice President, Human Resources
 Mr. Michael Dermody, President, Academic Senate
 Ms. Lynne Mayer, Administrative Assistant/Classified Coordinating Council

Special Presenters: Ms. Sue Albert, Dean, Allied Health
 Ms. Debra Malinowski, Director, Grants Development and Public Safety Academy

Vice President MacGregor declared a quorum and called the meeting to order at 5:03 p.m.

**QUORUM
 ESTABLISHED
 (1.1)
 CLOSED SESSION
 (1.2)**

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
 Property: Sierra Highway between Sand Canyon Road and Soledad
 Canyon Road
 Agency Negotiators: Dr. Dianne Van Hook and Mr. Jim Schrage
 Negotiating Parties: Mr. Bob Kellar and Mr. Marty Kovacs
 Under Negotiation: Price and Terms of Payment
(pursuant to Government Code §54956.8)

Those present in Closed Session were Coleal, Fiero, Fortine, Gillis, Gribbons (for Item 1.2a), Jenkins, Long, MacGregor, Tichenor (arrived 5:20pm), Van Hook, and Wilding.

The Board returned to Open Session at 7:14 pm. President Tichenor announced the Board took no action in Closed Session.

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2004/05-51

President Tichenor asked Mr. Dermody 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.

**WELCOME GUESTS
(1.4)**

The Board moved approval of the Agenda for the meeting

**APPROVAL OF AGENDA
(1.5)**

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

The Board requested the minutes of October 27, 2004 be re-written to reflect “action only” minutes and that the October 27th minutes be brought back at the next meeting for approval. They moved to table these minutes by the following vote:

**APPROVAL OF MINUTES
(10/27/04)
(1.6)**

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

Dr. Van Hook:

- ✓ Shared the Playbill from Daniel Catan’s opera that debuted in Houston October 29.
- ✓ Showed a short slide show from the “Picnic for Kids Under 5” event.

**RECOGNITION/
INFORMATION
(1.7)**

Mr. Vanover requested that Item 7.1 be removed from the Consent Calendar for separate approval. The Board moved approval of the remainder of the Consent Calendar as noted below:

**CONSENT CALENDAR
(2)**

- 3.1 Approval of Payments for Supplemental Services
- 3.2 Approval of New and Modified Courses and Programs
- 3.3 Approval of Resolution 2004/05-10: Permission to Transact Child Development Agreement FIMS-4293 California Department of Education for Child Development Services
- 3.4 Approval of Agreement Between the Santa Clarita Community College District and Glendale Adventist Medical Center, Mission Community Hospital and Sherman Oaks Hospital and Medical Center
- 4.1 Adoption of EOPS and CARE Budgets and Project Plan for 2004-2005
- 5.1 Approval of Purchase Order Schedule PO 2004/05-04
- 5.2 Approval of Travel Authorizations Schedule T 2004/05-05
- 5.3 Approval of Quarterly Financial Report: Quarter Ended September 30, 2004
- 5.4 Approval of License Contract with the Los Angeles County Office of Education for Use of Software Personal Computer Products for District Use of HRS and/or PSFS Data
- 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 Change Orders for the Classroom/High Tech Center
- 6.4 Approval of Professional Services Agreement with Frederick E. Little for Inspection Services for GO Bond Project
- 6.5 Approval of Contract for Architectural and Engineering Services for a North Central Plant Study
- 6.6 Approval to Award Contracts for Music/Dance Lab Construction
- 8.1 Approval of Agreement Between the Santa Clarita Community College District and McGregor Shott
- 8.2 Approval of Maintenance Agreement Between the Santa Clarita Community College District and NE Systems Inc.
- 8.3 Approval of Agreement Between the Santa Clarita Community College District and South Bay Workforce Investment Board

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- 8.4 Approval of Surplus of District Property Other than Land Under Board Policy 707

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

The Board moved Approval of Personnel Schedule PERS 2004/2005-08, with the additional information provided at the meeting as follows:

**APPROVAL OF
PERSONNEL SCHEDULE
PERS 2004/2005-08
(7.1)**

A. ACADEMIC PERSONNEL

2. Employment – Regular

Debra Wallace, Nursing Instructor, start date **January 7, 2005**, salary pending. Position No. 120300-AC09.

B. CLASSIFIED PERSONNEL

2. Employment – Regular

Maricela Robles, Custodian, **Classified Represented Salary Schedule B, Range 15, Step 1 (\$2544) plus 10% differential for graveyard shift. Effective 12/1/04.**

Michael Rouselo, Custodian, **Classified Represented Salary Schedule B, Range 15, Step 1 (\$2544) plus 10% differential for graveyard shift. Effective 12/1/04.**

James Rust, Groundskeeper, **Classified Represented Salary Schedule B, Range 15, Step 1 (\$2544) plus 10% differential for graveyard shift. Effective 12/1/04.**

Jerry Evans, Maintenance III (Mechanic), **Classified Represented Salary Schedule B, Range 30, Step 1 (\$3371). Effective 12/1/04.**

James R. Schrage, Computer Support Technician IV, **Classified Represented Salary Schedule B, Range 36, Step 1 (\$3699). Effective 12/13/04.**

6. Other

Jason Sacks, from **Student Services Specialist II (Admissions & Records), Range 18, Step 3 (\$3040) to Student Services Technician I (Admissions & Records), Range 22, Step 3 (\$3276)**, effective date pending. Temporary out-of-class assignment while incumbent is on active military leave.

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

The Board moved Approval of Hotel Restaurant Management Program to Offer Three Courses in Rome, Summer 2005.

**APPROVAL OF HOTEL
RESTAURANT
MANAGEMENT
PROGRAM TO OFFER
THREE COURSES IN
ROME, SUMMER 2005
(3.5)**

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

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Ms. Sue Albert, Dean of Allied Health provided a presentation on the collaborative nurses training program that enables 100 more nurses per year to be trained. A copy of her report is hereby made a part of these minutes as if fully set forth herein.

**PRESENTATION ON THE
ASSOCIATE DEGREE
NURSING
COLLABORATIVE
(3.6)**

Ms. MacGregor requested Items 8.5 and 8.6 be moved up on the agenda for approval. The Board moved Approval of the Agreement between the Santa Clarita Community College District and College of the Canyons Foundation for Associate Degree in Nursing Regional Collaborative.

**APPROVAL OF
AGREEMENT BETWEEN
THE SCCCD AND COC
FOUNDATION FOR
ASSOCIATE DEGREE IN
NURSING REGIONAL
COLLABORATIVE
(8.5)**

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

The Board moved Approval of Agreements between the Santa Clarita Community College District and Providence Holy Cross Medical Center and Providence St. Joseph Medical Center.

**APPROVAL OF
AGREEMENT BETWEEN
THE SCCCD AND
PROVIDENCE HOLY
CROSS MEDICAL
CENTER & PROVIDENCE
ST. JOSEPH MEDICAL
CENTER
(8.6)**

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

This item was also moved up on the agenda. Ms. Debra Malinowski, Director of Grants Development and Public Safety Academy, provided a presentation on the Public Safety Grant. A copy of her report is hereby made a part of these minutes as if fully set forth herein.

**UPDATE ON PUBLIC
SAFETY GRANT
(8.7)**

The Board moved Approval of Agreement Between the Santa Clarita Community College District and the City of Los Angeles for Donation of Fire Engine.

**APPROVAL OF
AGREEMENT BETWEEN
THE SCCCD AND THE
CITY OF LA FOR
DONATION OF FIRE
ENGINE
(5.5)**

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

The Board moved Approval of Contract with Lawrence R. Moss & Associates for Landscape Architectural Services for the landscaping at the Interim University Center in the amount of \$12,000.

**APPROVAL OF
CONTRACT WITH
LAWRENCE R. MOSS &
ASSOCIATES FOR
LANDSCAPE
ARCHITECTURAL
SERVICES FOR THE
INTERIM UNIVERSITY
CENTER
(6.7)**

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

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2004/05-54

The Board moved Approval to award Contract with DCA Civil Engineering Group for the Canyon Country Educational Center site in the amount of \$156,000.

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

**APPROVAL OF
CONTRACT WITH DCA
CIVIL ENGINEERING
GROUP FOR THE
CANYON COUNTRY
EDUCATIONAL CENTER
(6.8)**

The Board moved Approval of Construction Management Services Contract for the Classroom/High Tech Center with Klassen Construction Management.

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

**APPROVAL OF
CONSTRUCTION
MANAGEMENT
SERVICES CONTRACT
FOR CLASSROOM/HIGH
TECH CENTER
(6.9)**

Dr. Van Hook reported that:

- ✓ She attended the Board of Governors meeting on Monday and Tuesday and spoke on the workgroup funding formula, expressing her concerns about the details and process used to develop the formula.

**UPDATE ON
LEGISLATION
(10.1)**

She distributed an internal newsletter to the Board entitled “What They’re Saying”, a summary of recent legislative news and information.

Mr. Dermody announced that:

- ✓ The statewide academic senate met and discussed whether to raise the statewide minimum levels for math and English.
- ✓ Next Wednesday, November 17 is the Scholarly Presentation in the Vital Express Center.

**ACADEMIC SENATE
REPORT
(11.1)**

Ms. Mayer announced that:

- ✓ The Classified Coordinating Council (CCC) will be sponsoring the annual craft fair on November 20 and 21.
- ✓ The CCC also sponsored two children with cancer during the “Make a Wish” program held on campus.

**CLASSIFIED
COORDINATING
COUNCIL REPORT
(11.2)**

Dr. Van Hook announced that:

- ✓ A summary of the “Make a Wish” program has been distributed to the Board.
- ✓ The ASG held their Blood Drive today and it continues tomorrow.
- ✓ There is a student art sale coming up, in time for holiday purchases.
- ✓ The automotive training technician program is moving along. We expect to do a target pilot class in summer 2005, with implementation for fall 2005.
- ✓ JJ Arrington (ex-COC football player) has been getting some great press while at Cal Berkeley.
- ✓ There is a nursing graduation pinning ceremony on December 15th at 1:00pm.
- ✓ There are new offerings for the Institute of Teaching and Learning detailed on the flyer in the Board’s packets.
- ✓ She had a meeting today at Pasadena City College for the LA County Area District Colleges. We are moving forward on the purchasing consortium of LA County CCDs, which should improve our buying power.
- ✓ She suggested the CEO Board organize regional meetings in their service areas to discuss the funding formula model, related issues, and invite Board members to attend.

**SUPT-PRESIDENT’S
REPORT
(11.3)**

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2004/05-55

Dr. Wilding reported that the WSC review team will be on campus next Wednesday to review our athletic department. He invited the Board members to attend the lunch.

Ms. Fiero reported she attended the ACRHO conference in San Francisco.

Dr. Long noted she attended the CCCIO conference in San Diego, where she was invited to talk about the COC online program and our strategies for success.

Dr. Gribbons added that:

- ✓ We are undergoing revisions of the strategic plan and the annual academic program review will go out to department chairs soon. There will also be a review of the student equity plan.
- ✓ We'll be doing an educational master plan for the new site in Canyon Country.
- ✓ Dena Maloney moderated a Stakeholder's meeting for the Business Technology Center at the Hyatt held earlier this month.

Ms. Coleal reported she attended the ACBO conference with Cindy Grandgeorge in October, and the Board of Governors meeting in Chula Vista earlier this week.

Mr. Vanover reported that:

- ✓ The ASG will be participating in the Craft Fair, November 20 and 21.
- ✓ They will be starting a "Support our Troops" campaign and sent an email to all community colleges encouraging them to do the same.
- ✓ Several ASG officers attended the California Community College Student Activities Association (CCCSAA) conference last weekend. Mr. Suedkamp, ASG President, addressed the Board about this conference, highlighting the issues they discussed and what they learned.
- ✓ The first issue of "Did You Know?" has been distributed.

Members Fortine, Jenkins, MacGregor and Tichenor reported on the events they have attended since the last Board meeting.

None.

None.

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

**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)**

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2004/05-56

President Tichenor announced the next meeting will be on Wednesday, December 1, 2004, in S-132, Staff Dining Room, College of the Canyons Student Center. Closed Session will be held at 5:00 pm, Open Session at 6:30 pm.

**ANNOUNCEMENT OF
NEXT MEETING
(12/01/04) AND
ADJOURNMENT
(12)**

There being no further business, the meeting was adjourned at 9:38 p.m.

Mrs. Michele R. Jenkins, 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 _____