

SANTA CLARITA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

BUSINESS MEETING
WEDNESDAY, NOVEMBER 12, 2003
MINUTES

The Business Meeting of the Board of Trustees of the Santa Clarita Community College District was called to order on Wednesday, November 12, 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
Mr. Eric Harnish, Special Assistant to the Superintendent-President

President Fortine declared a quorum and called the meeting to order at 6 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
College of the Canyons Faculty Association (COCFa)
1.2b Public Employee Discipline

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

The Board returned to Open Session at 6:38 p.m. and announced that no action was taken in Closed Session.

President Fortine asked Mr. Joe Gerda 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)**

**Board of Trustees Minutes – Business Meeting
November 12, 2003**

2003/04-41

The Board moved approval of the Agenda for the meeting, with corrections distributed for Items 6.4 and 7.1.

**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 October 22, 2003 as follows:

**APPROVAL OF MINUTES
(10/22/03)
(1.6)**

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

Dr. Van Hook noted the following:

**RECOGNITION/
INFORMATION
(1.7)**

- ✓ Board of Trustees Election: She congratulated Mr. Fortine, Mr. Gillis, and Ms. Jenkins on their November 4 re-election to the Board.
- ✓ Alumni Barbecue: Scott Evans was honored as the Alumni of the Year and Al Adelini was named Friend of the Year November 8.
- ✓ Academic Senate: Pam Borrelli of the Nursing Department has been appointed to serve on the Health Occupations Advisory Committee for the 2003-04 academic year and Bob Segui from Counseling has been appointed to serve on the Counseling Advisory Committee for the 2003-04 academic year.
- ✓ President's Circle: Membership this year is at an all time high. There are six new members: Art and Marilyn Cornelius, Kevin and Amy Grant, Dick and Connie Luechtefeld, Mallory Shimada, Peggy and Frank Cannistraci, Julie and Steve Sturgeon, and seven to eight others who have expressed interest in joining.
- ✓ Scholarly Presentation: Patty Robinson gave this year's scholarly presentation entitled "Feminists, Federations, and 'Farmerettes': The Mobilization of the Woman's Land Army of World War I." Attendees numbered between 70 and 100 and it was an excellent event.
- ✓ Chili cook-off: The November 5th Fire Information/Chili Cook-off for Alumni Emergency Student Assistance fund was organized by Tammy Castor. The winner was Vance Pelland from Maintenance and Operations, while David Brush from security took second, and Fashia Skjelstad from TEACH took third.
- ✓ Sports: The men's basketball team opens its home season November 20. On Saturday, November 22, three teams play home games: Men's Basketball vs. Victor Valley – 1:00pm in the Gym; Women's Basketball vs. Hancock – 5:30pm in the Gym; Football vs. either Mt. SAC or Palomar – 7:00pm at the Stadium.
- ✓ Arts: Bernardo Feldman will premiere a new musical work at the REDCAT Theatre on December 1. Joining him on stage will be Choral Director Julie Lawson, and members of the college's Choral Ensemble. Congratulations COC staff!
- ✓ Public Information Office:
 - Organized a successful press conference November 12 to announce University Center gifts from Newhall Land, the Newhall Foundation, and a challenge grant (\$250,000) from an anonymous donor. It must be matched by December 31.
 - Launched a new effort to save almost \$100,000 on schedule distribution by printing fewer Spring Class Schedules, encouraging people to access the schedule online, and not mailing to every household in the district.

**Board of Trustees Minutes – Business Meeting
November 12, 2003**

2003/04-42

The Board removed Item 4.2 from the Consent Calendar for separate discussion and approved the Consent Calendar, with the additional information to Item 7.1 as noted below:

**CONSENT CALENDAR
(2)**

- 3.1 Approval of New and Modified Courses and Programs
- 3.2 Approval of Affiliation Agreement with California State University, Northridge, Department of Kinesiology
- 3.3 Approval of Renewal for the Independent Living Program Contract
- 3.4 Approval of Nursing Education Agreement Between Santa Clarita Community College District and Henry Mayo Newhall Memorial Center
- 4.1 Approval of Renewal of Contract Agreement for NCS Pearson Scanners
- 5.1 Approval of Purchase Order Schedule PO 2003/04-04
- 5.2 Approval of Travel Authorizations Schedule T 2003/04-05
- 5.3 Approval of Agreement Between Santa Clarita Community College District and Second Alliance, Inc.
- 5.4 Ratification of Amendment to Constellation NewEnergy, Inc., Electricity Service Agreement For the period 1/1/04 to 12/31/04
- 5.5 Approval of Mileage Reimbursement Rate Increase to 37.5 cents
- 5.6 Approval/Ratification of Interfund Transfers
- 5.7 Approval of Quarterly Financial Report Quarter Ended September 30, 2003
- 5.8 Approval of Agreement Between Santa Clarita Community College District and Milli Micro Systems Inc.
- 5.9 Approval of Maintenance Agreement Between Santa Clarita Community College District and DWG Professional Services, Inc.
- 5.10 Approval to Enter Into Professional Services Agreements with Service Providers Named for the Formal and Informal Dance Concerts and Holiday Voices 2003
- 6.1 Approval to Award Contract for the FY01/02 Scheduled Maintenance Project: Replace Sidewalks
- 6.2 Approval of Change Orders for the Performing Arts Center Project
- 6.3 Approval of Notice of Completion for the Coffee Drive-Through Underground Utilities Project
- 6.4 Approval of Contract for a Site Evaluation Report for the New Canyon Country Educational Center
- 6.5 Approval to Award Contract for the Underground Utilities for the Music/Dance Building
- 7.1 Approval of Personal Schedule PERS 2003/2004-07
 - C. MANAGEMENT PERSONNEL
 - 2. Employment – Regular
Sami Salvatori, Assistant Director, Outreach & School Relations (Financial Aid), \$4,833.34 per month (\$58,000 per year), effective 11/17/03.

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

The item was pulled from the consent calendar to allow Ms. Pamela Brogdon-Wynne to address the Board about the EOPS and CARE programs. The Board moved Adoption of EOPS and CARE Budgets and Project Plan for 2003-2004.

**ADOPTION OF EOPS
AND CARE BUDGETS
AND PROJECT PLAN
FOR 2003-2004
(4.2)**

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

**Board of Trustees Minutes – Business Meeting
November 12, 2003**

2003/04-43

Dr. Hartley introduced Mr. Joe Gerda, Department of Mathematics, noting the respect and admiration his colleagues have for him. Mr. Gerda presented the Board with an overview of his sabbatical leave. He authored a report entitled, “College of the Canyons Mathematics Curriculum; Evolutionary or Revolutionary?” The recommendations in his report are to:

- ✓ Offer a new class, Math for Liberal Arts; and
- ✓ Start an on-line mathematics program for developmental courses.

Mr. Gerda thanked the Board and administration for supporting his sabbatical and giving him the opportunity to present the results of his research. He also noted that his time away will yield improved learning experiences that will better serve students.

The Board and Dr. Van Hook commended Mr. Gerda for his hard work, dedication, and commitment to students.

The Board moved Approval of Agreement for Legal Services with Atkinson, Andelson, Loya, Ruud & Romo to develop a Joint Use Agreement with William S. Hart Union High School District for a Permanent Space for Academy of the Canyons at the College of the Canyons’ University Center Building.

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

**SABBATICAL LEAVE
REPORT – JOE GERDA
(3.5)**

**APPROVAL OF
AGREEMENT FOR
LEGAL SERVICES WITH
ATKINSON, ANDELSON,
LOYA, RUUD & ROMO
TO DEVELOP A JOINT
USE AGREEMENT WITH
WM S. HART SCHOOL
DISTRICT FOR A
PERMANENT SPACE
FOR ACADEMY OF THE
CANYONS AT COCs’
UNIVERSITY CENTER
BUILDING
(5.11)**

The Financial Report for Month Ending September 30, 2003 was presented as information to the Board. Dr. Wilding also presented information on how campus departments adjusted levels of service in the wake of statewide budget cuts.

**FINANCIAL REPORT
MONTH ENDING
SEPTEMBER 30, 2003
(5.12)**

Mr. Jim Schrage presented the results of the bids for the new warehouse facility. Based on Mr. Schrage’s information, the Board moved approval to award contract for new warehouse facility to Gonzales Construction in the amount of \$1,489,000.00.

**APPROVAL TO AWARD
CONTRACT FOR NEW
WAREHOUSE FACILITY
(6.6)**

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

Mr. Jim Schrage shared the results of the bids for the re-seal HVAC exterior ductwork. Based on Mr. Schrage’s information, the Board moved to reject all bids received November 11.

**APPROVAL TO AWARD
CONTRACT FOR THE
FY00/01 SCHEDULED
MAINTENANCE
PROJECT: RE-SEAL
HVAC EXTERIOR
DUCTWORK
(6.7)**

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

**Board of Trustees Minutes – Business Meeting
November 12, 2003**

2003/04-44

Dr. Van Hook announced that:

- ✓ State Senator Wm. J. “Pete” Knight’s bill regarding exemption of community colleges from the Field Act was vetoed by Governor Davis. We’ll try again this session to achieve this long overdue reform.
- ✓ The Community College League of California (CCLC) is hosting a reception November 17 in honor of Governor-Elect Schwarzenegger.
- ✓ The Chancellor’s Office released the Fall 2003 Preliminary Enrollment Report showing enrollment statewide is down 5.2% from Fall 2002 and course sections are down 8.7%. In contrast, COC’s enrollment is up 5% and course sections are up 3.4%.
- ✓ Scott Lay (CCLC) has proposed a new funding formula that needs further review and input as to its impact on growing districts and their ability to operate new facilities.

**UPDATE ON
LEGISLATION
(9.1)**

Mr. Dermody announced that:

- ✓ Susan Hinshaw will give next year’s Scholarly Presentation. He also expressed thanks to the Board of Trustees on behalf of the faculty for supporting the program.
- ✓ The Statewide Academic Senate supports the Real Cost of Education Document and the Budget Accountability Act.
- ✓ A Retiree Wall will be established in the Faculty Center to display photos of retired faculty.

**ACADEMIC SENATE
REPORT
(10.1)**

Mr. Harnish reported that:

- ✓ The Classified Coordinating Council will hold a Craft Fair November 15 and 16 in Parking Lot 8.

**CLASSIFIED
COORDINATING
COUNCIL REPORT
(10.2)**

Dr. Van Hook reported that:

- ✓ The Engineering Club is hosting a fund-raiser on campus in which students and faculty can buy rides in the club’s mini-baja race car.
- ✓ Dr. Kathleen Alfano, director of the California Regional Consortium for Engineering Advances in Technological Education, produced a new brochure, “Student Success,” which presents five students’ experiences in the program, including one from COC.
- ✓ She has been invited to serve on the World Team Tennis Advisory Board.

**SUPT-PRESIDENT’S
REPORT
(10.3)**

Ms. Coleal reported that:

- ✓ She attended the recent Association of Chief Business Officers conference.
- ✓ The first President’s Advisory Council – Budget (PAC-B) meeting was held and administrators made presentations about their expected budget needs in the 2004-05 fiscal year.
- ✓ She served on a panel at the recent Community College Facilities Coalition conference.

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

Dr. Hartley reported that:

- ✓ The Spring Schedule has been released, and work has begun on the summer schedule.

Mr. Foust reported that:

- ✓ The Associated Student Government (ASG) has appointed representatives to four open positions and held interviews for two Senate positions.
- ✓ “Halloween Havok” was cancelled due to smoke from the nearby brush fires.
- ✓ Progress is being made in revising the bylaws.
- ✓ Sales remain strong in the concession stands during football games.

**Board of Trustees Minutes – Business Meeting
November 12, 2003**

2003/04-45

Ms. MacGregor attended the Santa Clarita Valley Trustees Association meeting in Castaic, local trustee candidate debates, Principal-For-A-Day at Sierra Vista Junior High School, the Zonta Roast for Keith Richman, and the Alumni Barbecue. She also noted that she spoke at the October 28 City Council meeting on behalf of Sulphur Springs Elementary School.

Ms. Jenkins attended the Principal-For-A-Day Lunch and the Make a Difference Day Dinner. She noted she will attend the upcoming CCLC Conference in Oakland.

Mr. Gillis reported that he enjoyed campaigning and is glad the election is over.

Mr. Tichenor congratulated the three candidates who were re-elected and noted that he attended a debate held at La Mesa Junior High. He also attended the Zonta Roast, the Alumni Barbecue and the Scholarly Presentation.

Mr. Fortine attended Principal-For-A-Day at Academy of the Canyons, the Zonta Roast, the Alumni Barbecue and football game, and a fund-raiser for Keith Richman at Disney Studios. He also said he will work on setting up a Board workshop.

Sue Bozman, Dean District Communication, Marketing and External Relations, reported that she attended the Local Agency Public Information Officers Luncheon Wednesday, where attendees discussed obtaining information from the Los Angeles County Fire Department in crisis situations.

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

Ms. MacGregor requested a board workshop in January.

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

President Fortine announced the next meeting would be the annual Organizational and Business Meeting on Wednesday, December 3, 2003 in the Staff Dining Room (S-132). Closed Session is scheduled to begin at 5:00 pm, Open Session will begin at 6:30 pm.

**ANNOUNCEMENT OF
NEXT MEETING
(12/03/03) AND
ADJOURNMENT
(11)**

There being no further business, the meeting was adjourned at 9:45 p.m.

Mr. Ronald E. Gillis, Clerk
Board of Trustees
Santa Clarita Community College District

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

Entered in the proceedings of the District _____