

SANTA CLARITA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

BUSINESS MEETING
WEDNESDAY, JUNE 25, 2003
MINUTES

The Business Meeting of the Board of Trustees of the Santa Clarita Community College District was called to order on Wednesday, June 25, 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 Hartley, Executive Vice President/Assistant Superintendent
 Ms. Sharlene Coleal, Dean, Business Services
 Dr. Michael Wilding, Acting Vice President, Human Resources & Student Affairs
 Ms. Lynne Mayer, Classified Coordinating Council/Administrative Assistant

President Fortine declared a quorum and called the meeting to order at 4:36 p.m.

**QUORUM
 ESTABLISHED
 (1.1)**

The Board moved to Closed Session to discuss the following:

- 1.2a Conference with Labor Negotiators
 Santa Clarita Community College District Representative:
 Dr. Michael Wilding
 Classified Schools Employee Association (CSEA)
- 1.2b Conference with Legal Counsel - Existing Litigation (3 cases)
(pursuant to Government Code §54956.9(a))
- ✓ Santa Clarita CCD v. PERB
 Case No. B164811
 - ✓ Part-Time Faculty United vs. Santa Clarita CCD
 Unfair Practice Charge, Case No. LA-CE-4357-E
 - ✓ SCCCD and Part-Time Faculty United
 Representation Case No. LA-RR-1081-E

**CLOSED SESSION
 (1.2)**

Those present were Coleal, Ms. Mary Dowell (attorney), Fortine, Gillis, Jenkins, MacGregor, Tichenor, Van Hook and Wilding.

The Board returned to Open Session at 6:19 p.m. and announced that no action was taken in Closed Session. President Fortine announced that Ms. MacGregor was in the other room and would be joining the meeting shortly.

President Fortine asked Dr. Bruce Pelkey 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
June 25, 2003**

2002/03-115

The Board moved approval of the Agenda for the meeting.

**APPROVAL OF
AGENDA
(1.5)**

Motion: Tichenor Second: Jenkins Record of Board Vote: 4-0
Student Trustee: Aye

The Board moved approval of the Minutes for June 4 and June 11, 2003 as follows:

**APPROVAL OF
MINUTES (06/04/03 and
06/11/03)
(1.6)**

Motion: Gillis Second: Jenkins Record of Board Vote: 4-0
Student Trustee: Aye

Dr. Van Hook introduced Dr. Bruce Pelkey, Director, International Students Program (ISP), who had a special recognition. Dr. Pelkey recognized Ms. Lisa Kaminsky, a 3-year employee of COC who has been instrumental in the growth and success of the ISP. He presented her with a plaque and thanked her for her dedication and service to the college. Ms. Kaminsky thanked Dr. Pelkey, the Administration and the Board for their support to her and the program. The Board thanked Ms. Kaminsky for being present at the meeting and for her years of employment.

**RECOGNITION/
INFORMATION
(1.7)**

The Board moved approval of the Consent Calendar with the additional information on the Personnel Schedule as noted below:

**CONSENT CALENDAR
(2)**

- 5.1 Approval of Authorization for Cash Loan – General Fund to Financial Aid Fund
- 6.1 Approval of Change Order #04 for the Installation of Artificial Turf in the Stadium
- 6.2 Approval of Notice of Completion for the Installation of Artificial Turf in the Stadium
- 6.3 Approval of Contract for Executive Architectural Services for the Business/High Tech Building
- 6.4 Approval of Contract for Executive Architectural Services for the Laboratory Expansion Project
- 6.5 Approval of Change Orders for the Performing Arts Center Project
- 7.1 Approval of Personnel Schedule PERS 2002/2003-17

B. CLASSIFIED PERSONNEL

3. Employment – Regular

Tammie Decker from Student Services Technician II (Admissions & Records), Classified Represented Salary Schedule B, Range 24, Step 5 (\$3626), to Administrative Assistant IV (Institutional Development & Technology), Classified Represented Salary Schedule B, Range 35, Step 3 (\$3922), effective 7/8/03. Promotion through the regular employment process.

Motion: Jenkins Second: Gillis Record of Board Vote: 4-0
Student Trustee: Aye

A brief PowerPoint presentation was presented to the Board by Ms. Coleal, highlighting the changes to the budget since the May 28 and June 11, 2003 meetings. The tentative budget is based on the Governor's May revise, and while it still may change, it's the best we have to work with for now. The increases we know of are for PERS, Worker's Compensation, and Health & Welfare, but we just recently found out about them, so they are not represented in the tentative budget.

**PRESENTATION AND
ADOPTION OF 2003/04
TENTATIVE BUDGET
(5.2)**

**Board of Trustees Minutes – Business Meeting
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2002/03-116

The Board moved Adoption of the 2003/04 Tentative Budget for filing with the Los Angeles County Office of Education.

Motion: Jenkins Second: Tichenor

Record of Board Vote: 4-0-1
(Abstain – MacGregor)
Student Trustee: Aye

**PRESENTATION AND
ADOPTION OF 2003/04
TENTATIVE BUDGET
(5.2) con't**

During the discussion to the previous item, Ms. MacGregor re-joined the meeting. She offered her apologies to Ms. Kaminsky for missing the recognition section earlier in the meeting. Ms. MacGregor thanked her for her dedication to the college, ISP, and in the community as well.

Dr. Van Hook and Ms. Coleal reviewed the contract with the Board. A short question and answer period occurred, allowing for clarification and suggestions by the Board for minor changes to the contract.

The Board moved Approval of the Community Recreation Agreement between the Santa Clarita Community College District and William S. Hart Union High School District with the minor changes suggested at the meeting. Ms. Coleal will incorporate the changes suggested by the Board and follow-up with the Hart District to finalize this contract.

**APPROVAL OF
COMMUNITY
RECREATION
AGREEMENT
BETWEEN SCCCD
AND WILLIAM S. HART
UNION HIGH SCHOOL
DISTRICT
(5.3)**

Motion: Jenkins Second: Tichenor

Record of Board Vote: 4-1 (MacGregor)
Student Trustee: Abstain

Mr. Jim Schrage presented the results of the job walk and the lowest responsive bidder for this job to the Board. The Board moved approval of the contract award for the Campus Map Kiosk Project to Cal Quake Construction for \$75,000 for three kiosks on campus (\$25,000 each), as presented by Mr. Schrage.

Motion: Jenkins Second: Gillis

Record of Board Vote: 5-0
Student Trustee: Aye

**APPROVAL TO
AWARD CONTRACT
FOR THE CAMPUS
MAP KIOSKS
PROJECT
(6.6)**

A public hearing on the Santa Clarita Community College District's re-Opener proposal with the College of the Canyons Faculty Association (COCFA) CTA/NEA for 2003/2004 was presented for information and comments. There were none.

**PUBLIC HEARING ON
THE SCCCD's RE-
OPENER PROPOSAL
WITH THE COLLEGE
OF THE CANYONS
FACULTY
ASSOCIATION
(COCFA) CTA/NEA
FOR 2003/2004
(7.2)**

A public hearing on the Santa Clarita Community College District's re-Opener proposal with the California Schools Employees Association (CSEA) for 2003/2004 was presented for information and comments. There were none.

**PUBLIC HEARING ON
THE SCCCD's RE-
OPENER PROPOSAL
WITH THE CALIFORNIA
SCHOOLS
EMPLOYEES
ASSOCIATION (CSEA)
FOR 2003/2004
(7.3)**

**Board of Trustees Minutes – Business Meeting
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2002/03-117

The Board moved to Adopt the Santa Clarita Community College District's Re-Opener Proposal with the College Of The Canyons Faculty Association (COCFA) CTA/NEA for 2003/2004.

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

ADOPTION OF SANTA CLARITA COMMUNITY COLLEGE DISTRICT'S RE-OPENER PROPOSAL WITH THE COLLEGE OF THE CANYONS FACULTY ASSOCIATION (COCFA) CTA/NEA FOR 2003/2004 (7.4)

The Board moved to Adopt the Santa Clarita Community College District's Re-Opener Proposal with the California Schools Employees Association (CSEA) for 2003/2004

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

ADOPTION OF SANTA CLARITA COMMUNITY COLLEGE DISTRICT'S RE-OPENER PROPOSAL WITH THE CALIF. SCHOOLS EMPLOYEES ASSOCIATION (CSEA) FOR 2003/2004 (7.5)

Dr. Van Hook invited Ms. Jenkins to share any updates from the CCCT meeting she recently attended.

UPDATE ON LEGISLATION (9.1)

Ms. Jenkins noted:

- ✓ She received a handout from the CCLC regarding bills of interest, if any of the trustees are interested in seeing the document.
- ✓ The CCCT Board had a discussion about the process and qualifications of hiring a new Chancellor. They felt it was important the new Chancellor's qualifications reflect an awareness of the California Community Colleges to businesses of the state.
- ✓ The CCCT Board also approved the budget for the CCLC, which included a decrease in dues for 7.6% for certain districts (COC was not one of them.)

This item had been tabled from the June 11, 2003 meeting. In light of the Board's budget being substantially cut for event attendance next year, the Board members discussed the importance of their participation in local and community events, expressing their desire to attend a wider variety of events, branching out into new organizations and local groups. Next year, they would like to focus on sending only 1 or 2 trustees to each event, in order to provide more exposure throughout the community.

BOARD OF TRUSTEES PARTICIPATION IN COMMUNITY AND STATEWIDE EVENTS (9.2)

Dr. Van Hook underscored the importance that those who attend events should use the time wisely to network, build potential business partners for the college, and strengthen our connections in the community. She noted she would work on our involvement with other organizations in the area, and would prepare more information for the Board so they could have another discussion about it prior to the adoption of the final budget.

**Board of Trustees Minutes – Business Meeting
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2002/03-118

Mr. Michael Ward (adjunct instructor, History) addressed the Board regarding:

- ✓ The approval of the minutes for June 11, 2003. Under Item 10.5, he requested the comments by members of Part-time Faculty United be revised to reflect what each person said, rather than a summary, as well as the inclusion of questions that were referred to, and
- ✓ The inclusion of Mr. Gordon Richiusa's connection to Part-time Faculty United under Item 1.4 during his comments to the Board.

**COMMENTS BY THE
AUDIENCE FOR ITEMS
NOT ON THE AGENDA.
(10.1)**

Ms. Jenkins noted the documented minutes from the meetings are a general summary of what is said at the time, and therefore, Item 10.5 would remain as approved.

Ms. MacGregor requested that Ms. Mayer listen to the tape recording from the June 11, 2003 meeting again, and if Mr. Richiusa included that as part of his comments, the Board would be amenable to amending the minutes to reflect this. Mr. Ward commented that if his recollection from the meeting was inaccurate, he would withdraw his request.

The Board requested the changes be made to the contract between COC and the Hart District for the use of the Stadium.

**REQUESTS/RECAP BY
BOARD MEMBERS
FOR FUTURE ITEMS
ON AGENDA
(10.2)**

President Fortine announced the next meeting would be on Wednesday, July 9, 2003 in the Staff Dining Room (S-132) with Closed Session at 5:00pm, Open Session at 6:30pm.

**ANNOUNCEMENT OF
NEXT MEETING
(7/09/03) AND
ADJOURNMENT
(11)**

There being no further business, the meeting was adjourned at 8:00 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 _____