

SANTA CLARITA COMMUNITY COLLEGE DISTRICT

Measure "C" Citizens' Oversight Committee

Wednesday, October 30, 2002

MINUTES

The Santa Clarita Community College District Measure "C" Citizens' Oversight Committee meeting was held on Wednesday, October 30, 2002 in the Employee Training Conference Room, College of the Canyons, 26455 Rockwell Canyon Road, Santa Clarita, California 91355.

Roll call indicated the following:

Members Present: Ms. Rita Garasi, Gruber Systems
Ms. Jill Harper, SCV Senior Center
Mr. Mike Lebecki, Remax Realtors
Ms. Deborah Roberts, COC Student (departed 2:55 p.m.)
Mr. Joe Robinson, Sapphire Ventures, Inc.
Mr. Doug Sink, Remo, Inc.
Mr. Sheldon Wigdor, Telecommunications Program Manager

Members Absent: Mr. Kyle Baron, COC Student
Mr. Michael Berger, Salomon Smith Barney (Arrived 1:16 p.m.)
Mr. Erick Garcia, World Financial Group
Mr. Roy Weygand, Kern County Taxpayers Association

Others Present: Dr. Dianne Van Hook, Superintendent-President
Ms. Sharlene Coleal, Interim Chief Business Officer
Ms. Michele Jenkins, Board of Trustees Clerk
Ms. Sue Bozman, Director, Public Information, Communication, and Marketing
Mr. John Green, Publications and Marketing Officer
Mr. Roger Basham, Community Member
Mr. J. Conroy, COC Student
Mr. Jim Schrage, Director, Facilities
Ms. Lenore Marta, Administrative Assistant to the Superintendent-President

Chairperson Wigdor declared a quorum and called the meeting to order at 2:07 p.m.

**Quorum
Established
(1)**

The Committee moved approval of the meeting Agenda.

**Approval of Agenda
(2)**

Motion: Roberts Second: Garasi Record of Board Vote: 7-0

The Board moved approval of the 4-16-02 Meeting Minutes as follows:

**Approval of Minutes
(3)**

Motion: Roberts Second: Harper Record of Board Vote: 7-0

Dr. Van Hook provided an overview of how bond funds must be used and the projects College of the Canyons is financing with bond funds. The chart delineating the bond project phasing, per issuance (A-D) is attached as a part of these minutes.

**Receipt of Bond Funds
(4)**

The recording of this meeting was stopped at this point due to an area-wide power outage.

Dr. Van Hook described the Music/Dance Classroom Building to the Committee noting the following:

- ✓ Two-story, 19762 square foot building;
- ✓ Includes dance classroom/performance room, electronic music rooms, individual practice rooms, choral room, music room, and media library; and
- ✓ Scheduled commencement, fall 2003 with scheduled completion, fall 2004

Ms. Coleal updated the Committee on the status of the bond funds. A detailed report of expenses by major object code was provided. Upon the Committee's request, the reports will roll-up the detail for each project as listed in the GO Bond Resolution.

Dr. Van Hook explained the impact of the passage of Proposition 47 on College of the Canyons as well as other California schools. The projects are listed on Slide 7 of the handout attached to these minutes.

**Impact of Proposition
47 on Measure "C"
(5)**

Dr. Van Hook previewed for the Committee the Science Lab "Fly Through" presentation developed by KBZ Architects. The Final Project Proposal for the science building was just recently approved by the State, making it eligible for State funding in the 2004/05 fiscal year. The project is also in its final design stage by the Committee; a meeting with the Master Architect to review that design is scheduled for late February 2003.

Dr. Van Hook asked Mr. Joe Robinson (who agreed) to serve as a liaison to the Canyon Country Site Selection Committee. She explained the purpose of the Site Selection Committee, and she informed the Measure "C" Citizens' Oversight Committee that she has confirmed eleven members with three more possibilities.

**Canyon Country
Education Center
(6)**

Dr. Van Hook reviewed the criteria/parameters (attached to these minutes) a second site must meet.

Dr. Van Hook presented an update to the Committee on the status of Measure "C" projects via a PowerPoint handout. A copy of this presentation (which was not shown due to a power outage) is made a part of these minutes.

**Update on Measure
"C" Funded Projects
(7)**

Ms. Coleal described the difference between Fiscal Audits and Performance Audits and noted that Vavrinek, Trine, Day, and Co. are performing the audit:

- ✓ The fiscal audit provides for historical review of the GO Bond fund as one of the District funds and falls under the same type of scrutiny as any other District account.
- ✓ The performance audit goes beyond the fiscal audit and includes review of the bid process, contracts, certificates of insurance, etc. associated with the bond projects.

**Audit Process and
Timeline
(8)**

Dr. Van Hook advised the Committee that she and authorized a 100% initial

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audit to provide a good foundation for future analysis. The Committee concurred that this was a good idea.

Mr. John Green spoke to the Committee regarding establishing a website for the Measure "C" Citizens' Oversight Committee. The members indicated they felt this website should include:

- ✓ Statement of purpose
- ✓ Membership (with photos)
- ✓ Meeting agendas and minutes
- ✓ Audit findings
- ✓ Ballot measure
- ✓ Project list and update
- ✓ Link to Mr. Wigdor via the Public Information Office

**Oversight Committee
Website
(9)**

Dr. Van Hook reviewed the college's planning resources:

- ✓ Accreditation Self Study 2002
- ✓ Bottom Line Publications for 2002
- ✓ Decade Report
- ✓ Decision Making Guide
- ✓ Educational & Facilities Master Plan 2002
- ✓ Fact Book October 2002
- ✓ Research & Evaluation Briefs
- ✓ Strategic Plan 2002
- ✓ Technology Master Plan

**Support Materials
(10)**

Committee members will receive CD's containing the College's planning documents when more copies are available. She advised the members they could also access these in the Internet at <http://www.coc.cc.ca.us>.

The next meeting is scheduled from 2-4:00 p.m. on Tuesday, January 21, 2003.

**Announcement of Next
Meeting & Adjournment
(11)**

The meeting was adjourned at 3:49 p.m.