

**SANTA CLARITA COMMUNITY COLLEGE DISTRICT**  
**BOARD OF TRUSTEES**

**BUSINESS MEETING**  
**WEDNESDAY, JULY 8, 2009**  
**MINUTES**

The Business Meeting of the Board of Trustees of the Santa Clarita Community College District was called to order on Wednesday, July 8, 2009, by President Joan MacGregor in the Board Meeting Room (HSLH-137), College of the Canyons, 26455 Rockwell Canyon Road, Valencia, California.

Members Present: Mrs. Michele R. Jenkins  
Mrs. Joan W. MacGregor  
Mr. Scott Thomas Wilk  
Mr. Nicolas Cardenas, Student Trustee

Members Absent: Mr. Bruce D. Fortine (out of town)  
Mr. Ernest L. Tichenor (out of town)

Others Present: Dr. Dianne Van Hook, Chancellor  
Dr. Mitjl Capet, Assistant Superintendent/VP, Instruction  
Dr. Michael Wilding, Assistant Superintendent/VP, Student Services  
Ms. Sharlene Coleal, Assistant Superintendent/VP, Business Services  
Ms. Diane Fiero, Assistant Superintendent/VP, Human Resources  
Ms. Lynne Mayer, Administrative Assistant to the Chancellor and the Board of Trustees

Special Presenters and Others Present: Mr. Larry Mankin, CEO, Chamber of Commerce  
Mr. Eric Harnish, Special Asst to the Chancellor/Director of External Relations  
Mr. Michael Murphy, Intergovernmental Officer, City of Santa Clarita  
Mr. Kevin Tononian, Technology Services Manager, City of Santa Clarita  
Mr. Fred Trueblood, Santa Clarita Valley Television (SCVTV)  
Dr. Dena Maloney, Founding Dean, Canyon Country Campus  
Ms. Sue Bozman, VP, District Communication, Marketing & External Relations  
Mr. Jim Schrage, VP, Facilities and Planning, Operations and Construction  
Mr. Patrick Backes, Classified Senate  
Ms. Tammy Marshlian, Reporter, The Signal

President MacGregor declared a quorum and called the meeting to order at 5:36 pm.  
The Board moved to Closed Session.

**Quorum Established  
(1.1)**

1.2a Conference with Labor Negotiator (*pursuant to Government Code §54957.6*)  
Santa Clarita Community College District Representative: Ms. Diane Fiero  
Confidential Classified Employees

**Closed Session  
(1.2)**

1.2b Conference with Labor Negotiator (*pursuant to Government Code §54957.6*)  
Santa Clarita Community College District Representative: Dr. Michael Wilding  
Part Time Faculty United-AFT Local 6262

1.2c Conference with Labor Negotiator (*pursuant to Government Code §54957.6*)  
Santa Clarita Community College District Representative: Mr. Jim Schrage  
California Schools Employee Association (CSEA)

Those present in Closed Session were Capet, Coleal, Fiero, Jenkins, MacGregor, Schrage, Van Hook, Wilding and Wilk.

The Board returned to Open Session at 6:45 pm, and Ms. MacGregor announced no action had been taken in Closed Session. She noted Mr. Fortine and Mr. Tichenor were out of town and unable to attend the meeting.

**Board of Trustees Minutes – Business Meeting  
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2009/10-2

Mrs. MacGregor asked Mr. Mankin to lead the flag salute.

**Flag Salute  
(1.3)**

The Board moved approval of the agenda with the additional information presented for Item 7.1 and a correction for Item 7.9.

**Approval of Agenda  
(1.4)**

Motion: Jenkins                      Second: Wilk                      Record of Board Vote: 3-0  
Student Trustee:                      Aye

Mrs. MacGregor welcomed all present to the meeting and invited anyone wishing to address the Board to so indicate and they would be recognized.

**Welcome Guests  
(1.5)**

The Board moved approval of the minutes of June 10, 2009.

**Approval of Minutes  
(06/10/09)  
(1.6)**

Motion: Cardenas                      Second: Wilk                      Record of Board Vote: 3-0  
Student Trustee:                      Aye

Ms. MacGregor noted her concern that our minutes have deviated away from the recommended “action only” minutes. Mr. Wilk echoed her concerns, noting that attorneys at conferences they have attended recommend action only minutes to protect the district from liability issues.

Dr. Van Hook introduced Mr. Larry Mankin, who announced that College of the Canyons has just completed their 25<sup>th</sup> year as a member of the SCV Chamber of Commerce. He noted we have had an incredible relationship over the years. He presented the Board and Dr. Van Hook with a Certificate and a plaque to commemorate this anniversary.

**Recognition  
(1.7)**

The Board and Dr. Van Hook noted their appreciation of the work the Chamber does for the SCV and for the College. They continue to help us with workforce training and helping us gather support needed to foster partnerships in business and industry.

Dr. Van Hook announced we sent a letter to Congressman McKeon, letting him know that *G.I. Jobs* magazine named us as a Military Friendly School for 2010. She also recognized Mr. Renard Thomas’ efforts in this area and the College’s appreciation of his work in our Veterans Affairs office.

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 Resolution 2009/10-01: State Preschool Program Contract CSPP-9269
- 3.2 Approval of Resolution 2009/10-02: General Child Contract CCTR-9150
- 3.3 Approval of Renewal of Contract Between Santa Clarita Community College District and PLATO, Inc. (dba PLATO Learning)
- 5.1 Approval of Purchase Order Schedule PO 08/09-12
- 5.2 Approval of Travel Authorizations Schedule T 09/10-2
- 5.3 Approval of Authorized District Wireless or Cellular Telephones and Wireless Internet Devices – Annual Re-Approval for Fiscal Year 2009-2010
- 5.4 Approval of Authorized District American Express Corporate Charge Card Holders – Annual Re-Approval for Fiscal Year 2009-2010
- 5.5 Approval of Authorized District Calling Cards – Annual Re-Approval for Fiscal Year 2009-2010
- 5.6 Approval of Authorized District Gasoline Credit Cards – Annual Re-Approval for Fiscal Year 2009-2010
- 6.1 Approval of Notice of Completion for the Dr. Dianne G. Van Hook University Center Construction Project, Site Electrical, Data and Communications

- 6.2 Approval of Contract for Flooring for the Bonelli Hall First Floor Remodel Project (Floor Connection, Inc.)
- 6.3 Approval of Change Order for Modernization Project – Parking Lot Repairs at Softball Field (R.C. Becker Son, Inc.)
- 6.4 Approval of Contract for Annual Fire Alarm Maintenance and Inspection (Continental Security Industries, Inc.)
- 6.5 Approval of Contract for Final Cleaning for the Dr. Dianne G. Van Hook University Center Construction Project (Darryl's Cleaning)
- 6.6 Approval of Contract for Modernization Project – Re-Roofing Bonelli Hall (Lavey Roofing Services, Inc.)
- 6.7 Approval of Change Orders for the Dr. Dianne G. Van Hook University Center Construction Project
- 6.8 Approval of Ratification of Contract for Construction Management Services for the Aliso Clean Room Remodel (Lundgren Management)
- 6.9 Approval of Contract for Modernization Project: Clean and Repair Custodial Closets on Valencia Campus (Town Park Construction)
- 6.10 Approval of Modernization Project: Parking Improvements Valencia Campus (R.C. Becker Son, Inc.)
- 7.1 Approval of Personnel Schedule PERS 2009/2010-1
- 8.1 Approval to Surplus District Property Other than Land in Accordance with Board Policy 6550 (Computer Equipment)

**Consent Calendar  
(2) con't**

Motion: Wilk                      Second: Jenkins                      Record of Board Vote: 3-0  
Student Trustee:                      Aye

Mr. Harnish and Mr. Murphy were present to provide information as to how this Resolution would affect our City. The Board moved Approval of Resolution 2009/10-03: To Oppose Any Plan by the State of California to Borrow Local Government Funds.

**Approval Resolution  
2009/10-03: To Oppose  
Any Plan by the State  
of California to Borrow  
Local Government  
Funds  
(10.1)**

Motion: Wilk                      Second: Cardenas                      Record of Board Vote: 3-0  
Student Trustee:                      Aye

The Board moved Approval of Payments for Supplementary Services for Full-Time Faculty; Information on Full-Time Faculty Reassigned Time, Overload and Extra Session Payments to Date 2008-2009.

**Approval of Payments  
for Supplementary  
Services for Full-Time  
Faculty; Information on  
Full-Time Faculty Re-  
assigned Time, Over-  
load and Extra Session  
Payments to Date 2008-  
2009  
(3.4)**

Motion: Wilk                      Second: Jenkins                      Record of Board Vote: 3-0  
Student Trustee:                      Aye

The Board moved Approval of Agreement Between Santa Clarita Community College District and the City of Lancaster for the Small Business Development Center (SBDC).

**Approval of Agreement  
Between SCCCD and  
the City of Lancaster  
for the SBDC  
(3.5)**

Motion: Wilk                      Second: Cardenas                      Record of Board Vote: 3-0  
Student Trustee:                      Aye

The Board moved Approval/Ratification of Budget Transfers.

**Approval/Ratification of  
Budget Transfers  
(5.7)**

Motion: Cardenas                      Second: Wilk                      Record of Board Vote: 3-0  
Student Trustee:                      Aye

Dr. Van Hook noted this item was placed on the agenda to provide the Board with additional information and an Update on the Joint Powers Agreement (JPA) to Manage Channel 20 – Local Public Television. This item will appear on an August agenda for approval.

**Update on the Joint Powers Agreement (JPA) to Manage Channel 20 – Local Public Television (5.8)**

Mr. Tononian was available at the meeting during a question and answer period. Board members made the following comments/requests:

- ✓ Ms. Jenkins requested that any additional communication from our attorney on this topic be shared with the Board. Mr. Wilk noted he was interested in the educational components of this item and the benefits it may have for our students.

The Board received the Annual Report: Gifts to the District – Fiscal Year 2008-09 as information. Dr. Van Hook noted that we have achieved the NATEF certification for our automotive program. This is the first set of vehicles and equipment for that program being donated.

**Annual Report: Gifts to the District – Fiscal Year 2008-09 (5.9)**

The Board received the Financial Report – Month Ending May 31, 2009 as information.

**Financial Report – Month Ending May 31, 2009 (5.10)**

The Board moved Approval of Contract for DSA Inspection Services for the Applied Technology Education Center at the Canyon Country Campus (Alliance Construction Services).

**Approval of Contract for DSA Inspection Services for the Applied Technology Education Center at the Canyon Country Campus (Alliance Construction Services) (6.11)**

Motion: Wilk

Second: Jenkins

Record of Board Vote: 3-0  
Student Trustee: Aye

The Board moved Approval of Contract for Construction Management for the Tenant Improvements for the West Wing of the Dr. Dianne G. Van Hook University Center.

**Approval of Contract for Construction Management for the Tenant Improvements for the West Wing of the Dr. Dianne G. Van Hook University Center (6.12)**

Motion: Wilk

Second: Cardenas

Record of Board Vote: 3-0  
Student Trustee: Aye

The Board moved Approval of Contract for Construction Management for the Applied Technology Center Construction Project at the Canyon Country Campus.

**Approval of Contract for Construction Management for the Applied Technology Center Construction Project at the Canyon Country Campus (6.13)**

Motion: Cardenas

Second: Wilk

Record of Board Vote: 3-0  
Student Trustee: Aye

The Board moved Approval of Contract Amendments for Chancellor for 2009-10.

**Approval of Contract Amendments for Chancellor for 2009-10 (7.2)**

Motion: Wilk

Second: Cardenas

Record of Board Vote: 3-0  
Student Trustee: Aye

Ms. Jenkins presented Dr. Van Hook with a book as a gift commemorating her 21 years serving in this role. Ms. Jenkins noted that after 25 years as a trustee, one of the things she is still most proud of is having been the Board President when Dr. Van Hook was hired, and she hoped she had some part in allowing Dr. Van Hook to stay with this District. Ms. MacGregor noted the Board's appreciation of her work and that she is the longest serving CEO in the California community college system.

**Approval of Contract Amendments for Chancellor for 2009-10 (7.2) con't**

The Board moved Approval of Amendment to Classified Administrator Employment Contract for Chief Operational Officer, COC Foundation/Interim Director, University Center.

**Approval of Amendment to Classified Admin Employment Contract for COO, COC Foundation/Interim Director, University Center (7.3)**

Motion: Cardenas

Second: Jenkins

Record of Board Vote: 3-0  
Student Trustee: Aye

Ms. MacGregor opened the Public Hearing on California School Employees Association, Chapter 725, (CSEA) Contract Re-Opener Proposal with the Santa Clarita Community College District for 2009/2010. There were no comments and the hearing was closed.

**Public Hearing on CSEA Contract Re-Opener Proposal with the SCCCDC for 2009/2010 (7.4)**

Ms. MacGregor opened the Public Hearing on the Santa Clarita Community College District Contract Re-Opener Proposal with the California School Employees Association, Chapter 725 (CSEA) for 2009/2010. There were no comments and the hearing was closed.

**Public Hearing on the SCCCDC Contract Re-Opener Proposal with the CSEA Chapter 725 for 2009/2010 (7.5)**

Ms. MacGregor opened the Public Hearing on the Santa Clarita Community College District Contract Re-Opener Proposal with the College of the Canyons Faculty Association CTA/NEA (COCFA) for 2009/2010. There were no comments and the hearing was closed.

**Public Hearing on the SCCCDC Contract Re-Opener Proposal with the COCFA CTA/NEA for 2009/2010 (7.6)**

The Board moved Adoption of the Santa Clarita Community College District's Contract Re-Opener Proposal with the California School Employees Association, Chapter 725 (CSEA), for 2009/2010.

**Adoption of the SCCCDC Contract Re-Opener Proposal with CSEA, Chapter 725 for 2009/2010 (7.7)**

Motion: Wilk

Second: Jenkins

Record of Board Vote: 3-0  
Student Trustee: Aye

The Board moved Adoption of the Santa Clarita Community College District's Contract Re-Opener Proposal with the College of the Canyons Faculty Association CTA/NEA (COCFA), for 2009/2010.

**Adoption of the SCCCDC Contract Re-Opener Proposal with the COCFA CTA/NEA for 2009/2010 (7.8)**

Motion: Wilk

Second: Jenkins

Record of Board Vote: 3-0  
Student Trustee: Aye

A correction to this item was distributed at the meeting, and the Board moved Approval of Child Development Center Differential Part-Time Academic Salary Schedule (G).

**Approval of Child Development Center Differential Part-Time Academic Salary Schedule (G) (7.9)**

Motion: Jenkins

Second: Cardenas

Record of Board Vote: 3-0  
Student Trustee: Aye

**Board of Trustees Minutes – Business Meeting  
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The Board moved Approval of Physical Plant, Facilities and Construction Board Policies (Various), Second Reading.

**Approval of Physical Plant, Facilities and Construction Board Policies (Various), Second Reading (9.1)**

Motion: Wilk

Second: Cardenas

Record of Board Vote: 3-0  
Student Trustee: Aye

Dr. Van Hook:

- ✓ Distributed a new *“What They’re Saying...”* (written by Mr. Eric Harnish). She briefly highlighted the key issues included therein.
- ✓ Noted that there are many emails and conference calls happening across the state in regards to the ongoing budget issues, but there is not much new information to share. She noted COC made an 11.3% cut to last years general fund revenue as we moved forward into this year.

**Update on Legislation (10.2)**

Mr. Dermody was not present at the meeting.

**Academic Senate Report (11.1)**

Mr. Patrick Backes:

- ✓ Shared some photos from the trip to Dodger stadium, where 50 people attended a game.
- ✓ Noted that The Trading Post exchange will be held on July 18<sup>th</sup> in Lot 9. Everyone is invited to attend and bring items for exchange.
- ✓ Announced that the first draft of the delineation of duties between the Classified Senate and CSEA has been put together.
- ✓ Noted that a new newsletter entitled Cougar Chronicles is in the works.
- ✓ Announced that the next Classified Senate meeting will be on July 15<sup>th</sup> at the Canyon Country Campus.
- ✓ Added they are planning a summer beach day, a fundraiser at Racer's Edge, various museum tours, and they are also trying to bring back the Classified staff vs. Faculty softball game.

**Classified Senate Report (11.2)**

Ms. Jenkins noted she attended the SCV Trustees Association sub-committee meeting for the local Candidates Night event was supposed to be held on Monday, July 13<sup>th</sup>, but she has not heard any specific details from the SCVTA to date.

**Board Liaison Committee Member Report (11.3)**

Dr. Van Hook invited administrators to provide updates in their areas.

**Chancellor’s Report (11.4)**

Dr. Maloney noted that:

- ✓ Earlier today, a structural fire broke out across the street from the Canyon Country Campus. There was a lot of smoke, and there was a brief interlude for students trying to get on campus while the fire department equipment was blocking the entrances. The campus staff and safety personnel handled everything very well.
- ✓ They had a staff picnic last week, and Mr. Sid Gent (Facilities), and Mr. Be Phan (Information Technology) were inducted as Cougar Award winners.
- ✓ The staff from the City and College’s Economic Development team is having a joint meeting next Monday to discuss how we can work and partner together, as outlined in the City’s 21-point plan.

Ms. Bozman noted that:

- ✓ The new PAC Season brochure has arrived, and more will be coming tomorrow.

Mr. Schrage added that:

- ✓ The Fine Arts expansion project is ramping up and getting underway.
- ✓ We have started the underground digging for the Applied Technology building in Canyon Country.
- ✓ We started moving furniture into the University Center last Monday.

Dr. Wilding had nothing to report.

Ms. Fiero noted that:

- ✓ The Boys and Girls Club auction on June 13<sup>th</sup> was great.
- ✓ She has joined the Single Mother's Outreach Board.

Dr. Capet had nothing to report.

Ms. Coleal noted that:

- ✓ She attended the fundraiser for Congressman Buck McKeon.
- ✓ She had a meeting with the AT&T Golf Classic representatives and they committed to giving us \$60,000 for next year's event, which is \$10,000 more than last year.

Dr. Van Hook:

- ✓ Noted her appreciation of the Board's support in approving her contract amendments and that it is a privilege to work here. Because of the support of the Board, who is willing to let us take risks, it allows everyone to do that we do for this District.
- ✓ Distributed the SCV Arts Education season brochure, highlighting the events coming up this year.
- ✓ Noted that the Gates proposal has been trimmed from \$2.5 to \$1.5 million a year, and the proposal is being sent off this Friday.
- ✓ Announced that last week, Joyce Arnston (VP, Foundation for California Community Colleges, FCCC) invited us to visit EON Reality in Irvine, (which is the company Dr. Mark Drummond wanted us to work with to develop a virtual simulation project, but the SB70 funding for it was never released for the visual simulation center by the State Department of Education). The proposal was designed to help us fund a virtual simulation center, work with business and industry, identify the content for software, and develop a training program to train the technicians to develop the software. There is now both Gates and stimulus funding that may help towards this. So, we sent 12 faculty members to EON Reality, and the FCCC asked COC to write the proposal for the system, submit it to the Gates Foundation and be the leader on this project. This would be great for business and industry and would the aerospace sector as well. It would enable online and in class education as everything is done in 3D application.
- ✓ Added that the Ribbon Cutting Culinary Arts program is scheduled for Friday, August 7<sup>th</sup>. The SCV Project is hosting an event in this facility on August 8<sup>th</sup>, which was approved ahead of our Culinary Arts program moving into this location, so we need to host the open house accordingly.
- ✓ Noted we hosted a Regional Deans conference in the PAC last week. Dr. Patty Robinson organized it as a part of her objective in the 08/09 COC mentor program. They had a great turnout. Drs. Robinson and Capet met with her today and noted they'd like to make it an annual event in the University Center, and possibly work with the LEAP project-based learning initiative to help plan and execute the event.

Mr. Cardenas had nothing to report.

Ms. Jenkins announced that she rode on the fire truck in the 4<sup>th</sup> of July parade, and had a great time.

**Chancellor's Report  
(11.4) con't**

**Reports by Student  
Trustee, Staff  
Members, and Board  
Members  
(11.5)**

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Mr. Wilk had nothing additional to report.

**Reports by Student  
Trustee, Staff  
Members, and Board  
Members  
(11.5) con't**

Ms. MacGregor announced that:

- ✓ She was given a quick tour of the Counseling and Admissions and Records offices, and noted the new carpeting and paint looks very nice.
- ✓ As a reminder, the Chamber's Quarterly Lunch will feature a presentation on Economic Development and the SBDC, and the next VIA lunch has a presentation from COC as well.
- ✓ She appreciated Mr. Steve Dixon's help in getting everything ready with the fire truck and driving it in the July 4<sup>th</sup> parade, and noted they had a great time.
- ✓ She attended Congressman McKeon's fundraiser.

There were none.

**Comments by Members  
of the Audience on Any  
Item Not on the Agenda  
(11.6)**

There were none.

**Requests/Recap of  
Requests Made During  
the Meeting By Board  
Members to Have an  
Item on a Future  
Agenda  
(11.7)**

Ms. MacGregor announced the next Business meeting will be held on Wednesday, August 12, 2009. Closed Session will begin at 5:00pm, and Open Session will begin at 6:30pm.

**Announcement of Next  
Meeting (08/12/09) and  
Adjournment  
(12)**

There being no further business, the meeting was adjourned at 8:10 pm.

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Mr. Bruce D. Fortine, Clerk  
Board of Trustees  
Santa Clarita Community College District

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Dr. Dianne G. Van Hook  
Chancellor  
College of the Canyons

Entered in the proceedings of the District \_\_\_\_\_