

**Board of Trustees Minutes – Business Meeting
February 3, 2010**

2009/10-68

Dr. Van Hook reminded the Board we have received a renewal to the Career Technical Education (CTE) grant in the amount of \$310,000. Ms. Audrey Green provided an overview of the SB70 CTE Community Collaborative Project, noting we are currently working on this in conjunction with the William S. Hart Union High School District. There was a brief question and answer period, and the Board thanked Ms. Green for her presentation and the handout she provided to the Board.

**Recognition/Up Close
(1.6)**

Mr. Wilk requested that the recorded portion of this item be excerpted, and he would send it to the Hart Board members, as they also had a Board meeting tonight, were unable to attend, but felt it was important they hear this information as well.

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 Contract Agreement with Boston Reed College for Pharmacy Technician Program Through Community Education
- 3.2 Ratification of Contract Agreement with Institute of Reading Development (IRD) for Community Education
- 3.3 Approval of Contract Between Santa Clarita Community College District and the Center for Occupational Research and Development (CORD)
- 5.1 Approval of Purchase Order Schedule PO 09/10-7
- 5.2 Approval of Travel Authorizations Schedule T 09/10-12
- 5.3 Approval of Quarterly Financial Status Report: Quarter Ended December 31, 2009
- 5.4 Approval of Audit Engagement Letter from Vavrinek, Trine, Day & Co., LLP, for Annual College of the Canyons Foundation Audit for the Fiscal Year Ending June 30, 2010
- 6.1 Approval of Notices of Completion (University Center)
- 6.2 Approval of Release of Retention for the Dr. Dianne G. Van Hook University Center Tenant Improvement Construction Project (Nevell Group, Inc.)
- 6.3 Approval of Contract for Modernization Project (Ventura Directional Drilling, Inc.)
- 7.1 Approval of Personnel Schedule PERS 2009/2010-11
- 7.2 Approval of Classified Administrator Employment Contract for Vice President, District Communication, Marketing and External Relations
- 7.3 Approval of Destruction of Human Resources Recruitment Related Records

Motion: MacGregor Second: Jenkins Record of Board Vote: 5-0
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 2009-2010.

**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 09/10
(3.4)**

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

The Board moved Approval of Agreement Between Santa Clarita Community College District and Quest Consulting and Training (Employee Training Institute).

**Approval of Agreement
Between SCCC and
Quest Consulting and
Training (ETI)
(3.5)**

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

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The Board moved Approval of Contract Between Santa Clarita Community College District and Kern County Superintendent of Schools Office – Systems Integration Consultation for the Mentry Hall Remodel Project (Media Entertainment Arts Department).

Motion: Jenkins

Second: MacGregor

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

**Approval of Contract
Between SCCCD and
Kern County Super-
intendent of Schools
Office – Systems
Integration Consulta-
tion for Mentry Hall Re-
model Project (Media
Entertainment Arts
Department)
(3.6)**

The Board moved to ratify the Agreement Between Santa Clarita Community College District and Lake Tahoe Community College District for the U. S. Department of State Study Abroad Grant (Central and South America).

Motion: Berger

Second: Jenkins

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

**Ratification of Agree-
ment Between SCCCD
and Lake Tahoe CCD
for the US Department
of State Study Abroad
Grant (Central/South
America)
(3.7)**

The Board moved Approval/Ratification of Budget Transfers.

Motion: MacGregor

Second: Berger

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

**Approval/Ratification of
Budget Transfers
(5.5)**

The Board moved Approval of Audit Engagement Letter from Vavrinek, Trine, Day & Co., LLP, for Financial Audit and Performance Audit Related to Measure C General Obligation Bonds for the Year Ending June 30, 2010.

Motion: Jenkins

Second: Fortine

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

**Approval of Audit
Engagement Letter
from Vavrinek, Trine,
Day & Co., LLP, for
Financial Audit and
Performance Audit
Related to Measure C
GO Bonds for the Year
Ending June 30, 2010
(5.6)**

The Board moved Approval of Audit Engagement Letter from Vavrinek, Trine, Day & Co., LLP, for Financial Audit and Performance Audit Related to Measure M General Obligation Bonds for the Year Ending June 30, 2010.

Motion: Cardenas

Second: MacGregor

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

**Approval of Audit
Engagement Letter
from Vavrinek, Trine,
Day & Co., LLP, for
Financial Audit and
Performance Audit
Related to Measure M
GO Bonds for the Year
Ending June 30, 2010
(5.7)**

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

**Financial Report –
Month Ending
December 31, 2009
(5.8)**

The Board approved the Correction presented at the meeting for the Approval of Addendum #04 and #05 to the Design/Build Contract for the Mentry Hall Expansion Project (Klassen Corporation).

Motion: Jenkins

Second: Cardenas

Record of Board Vote: 5-0

Student Trustee: Aye

Approval of Addendum #04 and #05 to the Design/Build Contract for the Mentry Hall Expansion Project (Klassen Corporation) (6.4)

Mr. Schrage provided a brief recap of the articles each side discussed in negotiations with CSEA. He introduced Ms. Cynthia Madia and Mr. Michael Burke (CSEA President and Vice President, respectively).

The Board moved Approval of the Negotiated Agreement Between the Santa Clarita Community College District and the California School Employees Association (CSEA), Chapter 725, for Fiscal Year 2009-10 and Represented Salary Schedule B Effective July 1, 2009.

Motion: MacGregor

Second: Jenkins

Record of Board Vote: 5-0

Student Trustee: Aye

Approval of the Negotiated Agreement Between the SCCC and the CSEA Chapter 725, for Fiscal Year 2009-10 and Represented Salary Schedule B Effective July 1, 2009 (7.4)

The Board moved Approval of Board Policies and Procedures: BP 2760 and AP 2760 – Special Events/Activities, and AP 2735 – Board Member Travel, First Reading.

Motion: Jenkins

Second: Berger

Record of Board Vote: 4-0-1

Abstain: Fortine

Student Trustee: Aye

Approval of Board Policies and Procedures: BP 2760 and AP 2760 – Special Events/Activities, and AP 2735 – Board Member Travel, First Reading (9.1)

Dr. Van Hook noted that:

- Advocacy minutes were sent out to all Board members today via email.
- We have had many discussions with the Legislative Analyst's Office (LAO) and the Department of Finance on various topics, including updating the structure of the 50% law to reflect some needed changes, since the law was originally created in the 1950's and much has changed as to how we provide education to students today.
- We are working to finalize the information going to our Congressman for our appropriations requests. Dr. Gribbons added that 3 appropriations requests were recently completed (K-12 arts initiative, the University Center consortium, and an alternative energy training institute).

Update on Legislation (10.1)

Mr. Dermody was not present at the meeting.

Academic Senate Report (11.1)

There was no one present at the meeting.

Classified Senate Report (11.2)

Ms. Madia noted:

- Her appreciation to the Executive Cabinet members who are involved in the negotiation process. It was smooth with great cooperation during the meetings.
- CSEA has been working closely with the Classified Senate. She attends their board meeting so the two entities know what is going on within each group.
- CSEA has a new board this year and they are working on a newsletter to go out to all employees from both groups (CSEA and Classified Senate).

Other Organization/Committee Reports (11.3)

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Mr. Fortine noted:

- There was a Foundation meeting with informational materials, but no action was taken.
- He and Foundation Chair Jill Mellady met to discuss ways to move the Foundation forward.

**Board Liaison Committee Member Report
(11.4)**

Dr. Van Hook invited administrators to provide updates in their areas. She noted Mr. Schrage will be traveling to Tahoe with the COC Hockey team this weekend, entering the tournament as the #1 team in the Pacific Region.

**Chancellor's Report
(11.5)**

Mr. Schrage announced that:

- Playoffs for the state hockey playoffs will begin this weekend in Tahoe. If they win, they retain their #1 ranking, which will give them a bye through Regionals and onto Nationals in Ft. Myers, Florida in March.

Ms. Fiero added that:

- The dedication of the University Center was a great event and the committee did a great job. Mr. Scott Lay noted his congratulations to Dr. Van Hook in his weekly update to the state.
- Tomorrow is the LEAP mixer at Salt Creek Grill, hosted by Mr. Greg Amsler, manager of the restaurant.
- February 11 is the Castaic wine tasting fundraiser. She noted her appreciation to Board members for their support of this event.
- The Castaic Education Foundation will receive Golden Apple award this week, and she will be accepting it on behalf of that organization

Dr. Wilding noted that:

- Job shadow day was held yesterday. We had 11 students shadowing the Nursing and Early Childhood Education programs.
- Mr. Michaelides is also working with US Census Bureau to hire people. Screening and training will be done at COC, and we look forward to developing this partnership. He is also on the statewide Career Development Advisory Committee for our region.

Dr. Gibbons and Ms. Coleal had nothing to report.

Dr. Capet announced that:

- The faculty members are in the middle of FLEX. Many adjunct members are participating as well and there are great workshops being offered.
- He was named as the CIO state representative on the state senate who puts together a committee on prerequisites.

Mr. McElwain:

- Thanked the Board for their support of his contract on tonight's agenda, as well as Dr. Van Hook and Ms. Fiero.
- Noted a news release was sent to the Board members today, announcing the results of the football national signing day. COC has 6 football players going to 4-year schools (he announced their names and schools).

Dr. Van Hook noted that:

- We are saddened by the death of Dr. Ram Manvi, and we will be holding a memorial service at COC on February 19th. She noted Dr. Manvi was witty and personal, and he loved students and his time with them. He made a huge difference at COC in his short time here, in particular in our work with Biotech/Nanotech, establishing our clean room new lab, and creating educational events such as the Star Party event at CCC.
- The FLEX sessions are full. She presented a session on leadership earlier today in which over 50 participants interacted and discussed their leadership styles.

- The Measure C and M Oversight Committee meetings were held today in the University Center.
- Our FIPSE grant is moving forward. This is a two year grant (we have a year and a half left) designed to help expand the textbook rental program, train faculty to develop online course material, and offer students a variety of formats to acquire this content. Mr. James Glapa-Grossklag and Mr. John Makevich are heading this charge.
- We discovered last Friday that Ventura CCD is not going to re apply for regional biotech center. We are the logical ones to now apply, and we will be doing so before the February 18th deadline.
- Following a lead suggested by Mr. Fortine, Newhall Land & Farming offered COC the furniture in their current offices, as they are moving. We will move some nice furniture pieces into the incubator and office spaces in the University Center. It was nice of them to offer it to us, and will save us a lot of money.
- On February 11, Ms. Joyce Arnston (Executive Director of Intersegmental Partnerships, Foundation for California Community Colleges) will be on campus to review the project (Academy of the Canyons/Early College High School).
- Tomorrow morning is the Chancellor's Business Council symposium. We have 152 people who RSVP'd for the event. She, Jay Thomas and the committee are looking forward to it.
- She appreciated the hard work by the committee who planned the dedication event, including the PIO and their network. The event was perfect. She extended her gratitude to the Board for naming the building after her, and Ms. Jenkins for serving on the committee. She added it was great to have old friends and family members there to celebrate in this dream and achievement.

Mr. Cardenas announced that:

- He attended the CCLC Legislative conference, and found it very informative.

Mr. Fortine noted that:

- Dr. Manvi was a "gentle gentleman," and they were good friends. He will miss talking with and exchanging emails with him.
- The dedication at the University Center was very nice and most appropriate.
- He attended the Chamber Installation dinner, which was good.
- He attended the Power of Women's Business Center ribbon cutting on Sierra Highway.
- He participated in the Hoefflin Advisory Board meeting.
- Mr. Garrett Tujague and Mr. Robert dos Remedios are to be commended for their hard work with our student athletes and in helping them achieve great things.

Mr. Berger noted that:

- He appreciated Dr. Wilding's quick response to the Board on a request they had last week.
- He attended the CCLC Legislative conference and was proud to be a part of COC. The sessions he attended were great (including the ones presented by Michele Jenkins and Dr. Van Hook).
- He attended Dr. Martha Kanter's presentation on Saturday and he was impressed.
- The dedication dinner was great. He also recognized Mr. John Green for his impressive work on the video he put together for Dr. Van Hook.
- He attended the first softball game of the season, and they won their first game.

Mrs. MacGregor added that:

- She has attended many of the same events as her fellow trustees, including the Chamber of Commerce dinner.
- She attended the CCLC conference and noted that getting information from our legislators and representatives was interesting.

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- The dedication was great, and she was touched by the speakers who talked about Dr. Van Hook.
- She plans to participate in the FLEX workshop Q&A with the Board tomorrow.

Ms. Jenkins noted that:

- The CCLC conference was great, and she enjoyed participating as a presenter at the new trustee workshop, as well as with Dr. Van Hook. It is nice that we come from an innovative college and she is invigorated by her time with other trustees.
- The dedication event and the committee members worked really hard and took seriously the idea of doing something really nice. She echoed Mr. Berger's comments about Mr. Green's video and how great it was. He worked hours and hours on it.

Mr. Wilk noted that:

- He appreciated Mr. Cardenas participating in the legislative visits (with him and Mr. Eric Harnish) when they met with Senator Runner, Assemblywomen Strickland and Assemblyman Smyth. We have strong advocates for the community college system.

There were no additional comments.

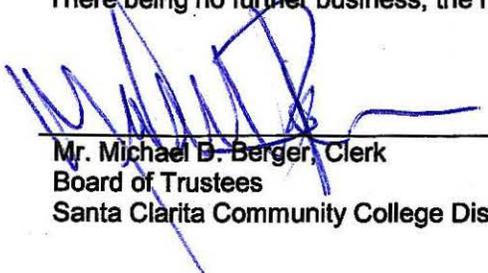
Ms. MacGregor requested that:

- The breakdown of the Cafeteria fund report be brought back (with the budget discussion) as an item for further information.
- Staff prepare a summary on private schools in our community and the programs being offered. Dr. Van Hook noted Ms. Audrey Green may have some of this information and could put something together for the Board. She noted we have also been approached to set up a fee-based program (through community education) to compete with these schools, as we could do it for less cost.

Mr. Wilk announced the next meeting will be a Business Meeting, and will be held on Wednesday, February 24, 2010. The meeting will begin at 4:30 pm with Closed Session, followed by Open Session at 6:00 pm in the Board Room (HSLH 137).

Mr. Cardenas asked that the meeting be adjourned in memory of Dr. Ram Manvi, Associate Dean, Mathematics, Sciences & Engineering Technologies at COC, who passed away unexpectedly last Monday. Mr. Cardenas noted Dr. Manvi did great things not only for him, but also for the college. He will be greatly missed by the COC family.

There being no further business, the meeting was adjourned at 7:54 pm.



Mr. Michael D. Berger, Clerk
Board of Trustees
Santa Clarita Community College District



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

Entered in the proceedings of the District

February 24, 2010

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

**Comments by Members
of the Audience on Any
Item Not on the Agenda
(11.7)**

**Requests/Recap of
Requests Made During
the Meeting By Board
Members to Have an
Item on a Future
Agenda
(11.8)**

**Announcement of Next
Meeting (02/24/10) and
Adjournment
(12)**

