SANTA CLARITA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

BUSINESS MEETING WEDNESDAY FEBRUARY 6, 2008 MINUTES

The Business Meeting of the Board of Trustees of the Santa Clarita Community College District was called to order on Wednesday, February 6, 2008, by President Ernie Tichenor, in Staff Dining Room STCN-132, College of the Canyons, 26455 Rockwell Canyon Road, Santa Clarita, California.

Members Present: Mr. Bruce D. Fortine

Mrs. Michele R. Jenkins Mrs. Joan W. MacGregor Mr. Ernest L. Tichenor

Mr. Scott Thomas Wilk (departed 8:10pm) Ms. Jaime Meriwether, ASG President

Others Present: Dr. Dianne Van Hook, Superintendent-President

Dr. Mitjl Capet, Assistant Superintendent/Vice President, Instruction Dr. Michael Wilding, Assistant Superintendent/VP, Student Services Ms. Sharlene Coleal, Assistant Superintendent/VP, Business Services

Dr. Barry Gribbons, Assistant Superintendent/VP, Institutional Development, Technology

and Online Services

Ms. Diane Fiero, Assistant Superintendent/VP, Human Resources

Mr. Michael Dermody, President, Academic Senate

Ms. Lynne Mayer, Administrative Assistant to the Superintendent-President and the Board

of Trustees

<u>Special Presenters:</u> Ms. Judy Cox, Co-Founder, Betty Ferguson Foundation

Ms. Marjanne Priest, Co-Founder, Betty Ferguson Foundation

Ms. Jane Bettencourt-Soto, Executive Director, Betty Ferguson Foundation Dr. Jennifer Brezina, Interim Dean, Non-Credit & Community Education

Ms. Gina Bogna, Dean, Interim Director, Community Education

President Tichenor declared a quorum and called the meeting to order at 5:06 p.m. The Board moved to Closed Session in Private Dining Room #1, Student Center.

Quorum Established

Closed Session

(1.1)

(1.2)

The Board discussed the following items:

1.2a Conference with Real Property Negotiator

Property: 17866 Sierra Highway, Canyon Country, CA 91351 District Negotiator: Ms Sharlene Coleal and Dr. Barry Gribbons

Negotiating Party: Dr. Robert Nolet, Sulphur Springs Union School District Under Negotiation: Price and terms of payment for purchase, lease or both

(pursuant to Government Code §54956.8)

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

The Board returned from Closed Session at 6:10 pm and announced no action had been taken.

President Tichenor asked Ms. Mayer to lead the flag salute.

Flag Salute

(1.3)

President Tichenor welcomed all present to the meeting and invited members of the audience desiring to address the Board to so indicate and they would be recognized.

Welcome Guests

(1.4)

The Board moved approval of the Agenda for the meeting (with the additional information presented for Item 7.1).

Approval of Agenda

(1.5)

Motion: MacGregor Second: Fortine Record of Board Vote: 5-0

ASG President: Aye

The Board moved approval of the minutes for January 16, 2008.

Motion: MacGregor Second: Fortine Record of Board Vote: 4-0-1 (1/16/08)

(Wilk – Abstain)

ASG President: Abstain

Approval of Minutes

Recognition/Up Close

(1.6)

(1.7)

Dr. Van Hook:

- ✓ Introduced Ms. Cox, Ms. Priest and Ms. Bettencourt-Soto from the Betty Ferguson Foundation who presented the College with a \$6,000 check for the Education Advancement Forum. This brings the total given to COC by this organization to \$36,000 towards their \$100,000 goal. Mr. Fortine added these are 3 of the nicest and dedicated ladies you'll ever meet, and he is pleased to serve on the Betty Ferguson Foundation board.
- ✓ Introduced Dr. Brezina and Ms. Bogna who provided a brief overview of the Community Education program, department, courses and plans for the future. They provided two informative handouts to the Board, which are hereby included as a part of these minutes.

The Board moved approval of the Consent Calendar (with the additional information presented for Item 7.1).

- Consent Calendar (2)
- 3.1 Approval of Resolution 2007/08-14: Instructional Materials Contract 06/07, Contract Number CIMS-7209 Child Development Agreement with the California Department of Education for Child Development Services
- 3.2 Approval of New and Modified Courses and Programs
- 3.3 Approval of Contract Between Santa Clarita Community College District and the Foundation of California Community Colleges
- 5.1 Approval of Purchase Order Schedule PO 07/08-07
- 5.2 Approval of Travel Authorization Schedule T 07/08-8
- 5.3 Approval of Quarterly Financial Status Report: Quarter Ended December 31, 2007
- 5.4 Approval of Contract for Network Services and Support Educational Telecommunications and Technology
- 5.5 Approval of Independent Contract Agreement Between Santa Clarita Community College District and Mr. Jesse Munoz, Freeland Writer and Photographer
- 6.1 Approval of Notices of Completion for Canyon Country Campus Construction Project
- 6.2 Approval of Notices of Completion for the Classroom/High Tech Center Construction Project (Hasley Hall)
- 6.3 Approval of Notices of Completion for the Chemistry Lab (L-304) Remodel Project
- 6.4 Approval of Contract for Geotechnical Services for the Mentry Hall Expansion Construction Project
- 7.1 Approval of Personnel Schedule PERS 2007/2008-12

Motion: MacGregor Second: Wilk Record of Board Vote: 5-0

ASG President: Aye

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The Board moved Approval of Payments for Supplemental Services for Full-Time and Adjunct Faculty, Information on Full-Time Faculty Reassigned Time, Overload and Extra Session Payments to Date Session Payments to Date, with the correction to the item distributed at the meeting.

Motion: Jenkins

Second: Fortine

Record of Board Vote: 5-0 ASG President: Aye Approval of Payments for Supplemental Services for Full-Time & Adjunct Faculty, Information on Full-Time Faculty Reassigned Time, Overload & Extra Session Payments (3.4)

The Board moved Approval of Agreement Between the Santa Clarita Community College District and Cerritos College CACT.

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Motion: MacGregor Second: Wilk

Second: Wilk

Record of Board Vote: 5-0 ASG President: Aye Approval of Agreement Between the SCCCD and Cerritos College CACT (3.5)

The Board moved Approval of Nonresident Tuition for FY 2008-2009.

Motion: Fortine

Second: MacGregor

Record of Board Vote: 5-0 ASG President: Aye Approval of Nonresident Tuition for FY 2008-2009

Approval of Agreement Between Santa Clarita

(4.1)

The Board moved Approval of Agreement Between Santa Clarita Community College

District and MTVU.

Motion: MacGregor

Second: Fortine

Record of Board Vote: 5-0 ASG President: Aye Community College District and MTVU

(4.2)

The Board moved Approval/Ratification of Budget Transfers.

Motion: Jenkins

Second: Fortine

Record of Board Vote: 5-0 ASG President: Aye Approval/Ratification of Budget Transfers

(5.6)

The Financial Report – Month Ending December 31, 2007 was presented to the Board of Trustees for their information.

Financial Report – Month Ending December 31, 2007 (5.7)

Dr. Van Hook and Ms. Coleal presented the Fiscal Year 2006-2007 and Fiscal Year 2007-2008 (Mid-Year) California Community Colleges Sound Fiscal Management Self-Assessment Checklist for the Santa Clarita Community College District to the Board as information and highlighted:

- ✓ While not required, we do this annually,
- ✓ Our responses are detailed with backup.
- ✓ We are fiscally sound,
- ✓ The fiscal stability provides a foundation for us to secure public approval, generate funded growth, and secure support of our Foundation Board.

Presentation of FY 2006-2007 and FY 2007-2008 (Mid-Year) California Community Colleges Sound Fiscal Management Self-Assessment Checklist for the SCCCD

(5.8)

The Board noted this document was very helpful and well put together.

The Board moved Approval of Change Orders for Canyon Country Campus Construction Project.

Motion: MacGregor Second: Fortine Record of Board Vote: 5-0 ASG President: Aye

Approval of Change Orders for Canyon Country Campus Construction Project (6.5)

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The Board moved Approval of Change Order for Central Plant Construction Project. Approval of Change **Order for Central Plant** Motion: MacGregor Second: Wilk Record of Board Vote: 5-0 **Construction Project** ASG President: Aye (6.6)The Board moved Approval of Change Orders for the PE Addition and Tennis Courts **Approval of Change** Construction Project. Orders for the PE **Addition and Tennis** Motion: MacGregor Second: Wilk Record of Board Vote: 5-0 **Courts Construction** ASG President: Ave **Project** (6.7)The Board moved Approval of Change Orders for the Classroom/High Tech Center Approval of Change Construction Project (Hasley Hall). Orders for the Classroom/High Tech Motion: Jenkins Second: MacGregor Record of Board Vote: 5-0 **Center Construction Project (Hasley Hall)** ASG President: Aye (6.8)The Board moved Approval of Escrow Account for Landscape Contractor for the PE Approval of Escrow Addition and Tennis Courts Construction Project. **Account for Landscape** Contractor for the PE Motion: Wilk Second: MacGregor Record of Board Vote: 5-0 Addition and Tennis ASG President: Aye **Courts Construction** Project (6.9)The Board moved Approval of Escrow Account for Plumbing Contractor for University Approval of Escrow Center Construction Project. **Account for Plumbing Contractor for** Second: Jenkins Motion: MacGregor Record of Board Vote: 5-0 **University Center Construction Project** ASG President: Ave (6.10)The Board moved Approval of Contract for Executive Architect for the Library Addition Approval of Contract Construction Project. Ms. MacGregor requested that in the future, the drawings or for Executive Architect for the Library Addition plans be brought to the Board so they can visualize the construction project. **Construction Project** Second: Jenkins Motion: Fortine Record of Board Vote: 5-0 (6.11)ASG President: Aye The Board moved Approval of Contract for Executive Architect for the Administration Approval of Contract Building Addition/Remodel Construction Project. for Executive Architect for the Administration Second: Jenkins Record of Board Vote: 5-0 **Building Addition/** Motion: MacGregor **Remodel Construction** ASG President: Ave Proiect (6.12)The Board moved Approval of Contract for Architectural Services for the Bonelli Hall **Approval of Contract** First Floor Remodel Project. for Architectural Services for the Bonelli Second: Jenkins Record of Board Vote: 5-0 Motion: MacGregor **Hall First Floor** ASG President: Aye Remodel Project (6.13)

After a discussion about the current policy, the Board made recommendations for Modifications to Board Policy and Procedures 726 – Smoking/ Tobacco Usage In and On Campus Facilities (First Reading). The Board felt the final policy should be the same for both campuses, and the majority of the Board members felt strongly that smoking should be banned completely. They inquired as to where on each campus the Health and Welfare committee would suggest we have smoking locations. The Board directed the administration to address these questions, follow up with the College Policy Council and bring back a revision to this policy at a future meeting.

Approval of Modifications to Board Policy and Procedures 726 – Smoking/ Tobacco Usage In and On Campus Facilities, First Reading (9.1)

Motion: MacGregor Second: Fortine Record of Board Vote: 4-1

(Wilk - nay)

ASG President: Aye

Ms. MacGregor inquired as to whether there had been any discussion about improved cell service at the Canyon Country Campus, since the faculty had posed the question at the FLEX workshop. Mr. Schrage noted that Dr. Maloney had rallied students and staff to call their carriers, complain of the lack of service in this area, and request better service, which may prompt more cell towers to be installed, improving the reception.

Dr. Van Hook noted that:

- ✓ Ms. Jenkins and Mr. Fortine attended the CCLC conference in Sacramento at the end of January. Dr. Van Hook distributed the packet from the legislative visits to the Board members not in attendance at the conference.
 - Mr. Fortine and Ms. Jenkins noted they met with Senator Runner and Assembly members Strickland and Smyth. The Board members felt prepared to speak with them, and the legislators appreciated their knowledge and understanding of the difficult budget year.
 - Dr. Van Hook briefly discussed the mid-year cuts that are being proposed at the state level and noted we plan to convene the advocacy team on campus to raise awareness of the need to provide letter writing campaigns to our representatives.
- ✓ There are 3 lobby days coming this spring, which will be coordinated by the CCLC.
- ✓ Dr. Gribbons traveled to Washington DC for some appropriations requests.
- ✓ Mr. Fortine, Mr. Wilk and Mr. Tichenor will be traveling to Washington DC next week for the ACCT National Legislative Conference.

Ms. MacGregor noted the KHTS sponsored trip to Sacramento will occur in April.

Mr. Dermody added that:

- ✓ The faculty thanked the Board for their commitment to holding the FLEX Q&A workshop.
- ✓ They will be starting the hiring process for new positions soon.
- ✓ Dr. Deanna Davis, who served as chair of the curriculum committee, has stepped down, and Ms. Ann Lowe (Nursing) will be taking over for her.

Ms. Mayer had nothing to report.

Ms. Fiero noted that:

- ✓ The annual statewide job fair was held on January 26. It was well attended, but there were far fewer colleges who participated.
- ✓ The FLEX week was very successful. Ms. Leslie Carr will make a presentation at the March Board meeting on the college's professional development program and changes being prepared to the plan.

Dr. Wilding had nothing to report.

Update on Legislation (10.1)

Academic Senate Report (11.1)

Classified Coordinating Council Report (11.2)

Supt-President's Report (11.3)

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Dr. Gribbons noted that:

✓ He and Ms. Coleal will head to Sacramento again later this month to continue to present COC's proposal language for future funding formulas.

Supt-President's Report (11.3) con't

Dr. Capet noted that:

✓ The spring semester has started off wonderfully, with large class numbers.

Ms. Coleal announced that she attended:

- ✓ Dr. Van Hook's leadership training seminar during FLEX week.
- ✓ The Manhattan Transfer concert last weekend in the PAC.

Dr. Van Hook noted that:

- ✓ She was in Sacramento for the EDPAC meeting last week. She attended a presentation by Ms. Nathalie Gosset (who heads up the Al Mann Institution as USC), on Biotechnology of the Future. Tomorrow, she, along with Dr. Getzan, Dr. Gribbons and Dr. Maloney, will be meeting with Ms. Gosset at USC for lunch to strategize on biotech efforts and the emerging technology program at COC.
- ✓ She has been involved with the AT&T Golf Classic that is coming up.
- ✓ She received a copy of Robert Walker's art book entitled "Appropriate Technologies" which she shared with the Board. It was a result of his show.
- ✓ She had a good meeting with Mr. Jay Thomas, the new CEO of Magic Mountain. He would like to develop a school to summer employment, to college curriculum, to career objective, to Bachelor's degree concept through the University Center for his employees.
- ✓ She attended the reception for new staff members Mr. Adam Philipson and Ms. Flana Edelstein.
- ✓ We are excited about our educational program entitled "LEAP." We have 40 people who have applied to be participants.

Ms. Meriwether reported that:

- ✓ ASG has many activities planned for both campuses, including black history month
 and a book wake (the collection of old books which are recycled to less fortunate
 areas and students.)
- ✓ The ASG is looking forward to the joint meeting with the Board on February 27th.

Reports by ASG President, Staff Members, and Board Members (11.4)

Ms. Jenkins noted that:

✓ The Board was pleased to have a part-time instructor at the FLEX Q&A workshops. It was great to have her there, as well as hear from the others who were present.

Mr. Fortine noted that:

- ✓ He attended the Sheriff's Anti-Gang Task Force Strategic Planning meeting.
- ✓ He attended the Chamber Installation dinner.
- ✓ The Hart board representatives met with Dr. Wilding, Ms. Fiero and Ms. Bozman who provided them with very helpful information regarding bond elections.
- ✓ He participated in the reception for Mr. Philipson and Ms. Edelstein.
- ✓ The Focus the Nation conference was wonderful and he appreciated Ms. Jia-Yi Cheng-Levine's hard work to help make it a success. He complimented Dr. Van Hook on an excellent keynote presentation.
- ✓ He attended the SCV Trustee's Association meeting.

Mr. Wilk had departed the meeting.

Ms. MacGregor noted that:

- ✓ She attended the Board's FLEX workshop. She shared the questions raised at the workshop and noted she would appreciate information on these topics.
- ✓ She is looking forward to Ms. Carr's presentation, and thought the FLEX booklet was great.
- ✓ She appreciated the efforts of Dr. Gribbons and Dr. Wilding for bringing the Food Pantry to the campus.
- ✓ The SCV Trustees Association meeting had a presentation on ethics and conflict of interest.

Mr.	Tichenor reported	tha	l
/ H	le attended the FI	FΧ	١

None.

✓ He attended the FLEX workshop.

✓ He will be traveling to Washington DC next week for the conference.

Reports by ASG President, Staff Members, and Board Members (11.4) con't

Comments by the Audience for Items Not on the Agenda (11.5)

Requests/Recap of Requests Made During the Meeting By Board Members to Have an Item on a Future Agenda (11.6)

Announcement of Next Meeting (02/27/08) and Adjournment (12)

The following requests were noted:

- ✓ Ms. MacGregor requested that in the future, when available, schematics for construction projects be included as back-up to related items.
- ✓ Dr. Van Hook added that a future presentation on basic skills would be helpful to understand this complex topic.

President Tichenor announced the next meeting will be a joint meeting with the Associated Student Government and will be held on Wednesday, February 27, 2008. The Open Session will begin at 2:30pm in the Staff Dining Room, and Closed Session will follow, if needed.

There being no further business, the meeting was adjourned at 8:57 p.m.

Mr. Scott Thomas Wilk, Clerk Board of Trustees Santa Clarita Community College District Dr. Dianne Van Hook Superintendent-President College of the Canyons

Entered in the proceedings of the District _____