

SANTA CLARITA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES**BUSINESS MEETING**
WEDNESDAY, FEBRUARY 15, 2006
MINUTES

The Business Meeting of the Board of Trustees of the Santa Clarita Community College District was called to order on Wednesday, February 15, 2006, by 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
Ms. Annie Yang, ASG President (sitting in as Student Representative)

Others Present: Dr. Dianne Van Hook, Superintendent-President
Ms. Sharlene Coleal, Vice President, Business Services
Dr. Michael Wilding, Interim Asst. Superintendent/VP, Student Services
Dr. Barry Gribbons, VP, Institutional Development, Technology & Online Services/ Interim Asst Superintendent
Dr. Carole Long, Interim VP, Instruction and Community Extension
Ms. Diane Fiero, Vice President, Human Resources
Mr. Michael Dermody, President, Academic Senate
Ms. Lynne Mayer, Administrative Assistant/Classified Coordinating Council

Special Presenters/ Mr. Jeff Baratta, Executive Director, UBS Securities, LLC (United Bank of Switzerland)
Guests:

President Fortine declared a quorum and called the meeting to order at 5:02 p.m. For Item 1.2d, Mr. Fortine announced the Board would be discussing an auxiliary organization. **Quorum Established (1.1)**

- | | | |
|------|---|-----------------------------|
| 1.2a | Conference with Labor Negotiator
Santa Clarita Community College District Representative: Mr. Jim Schrage
California Schools Employee Association (CSEA)
<i>(pursuant to Government Code §54957.6)</i> | Closed Session (1.2) |
| 1.2b | Conference with Labor Negotiators
Santa Clarita Community College District Representative:
Dr. Dianne Van Hook
Unrepresented Employee: Interim Director, Service Learning
<i>(pursuant to Government Code §54957.6)</i> | |
| 1.2c | Pending Litigation
United States Bankruptcy Court for the Southern District of New York
(Adv. Action No. 05-01242-AJG) (the "Trading Claim Litigation")
<i>(pursuant to Government Code §54956.9(a))</i> | |
| 1.2d | Conference with Legal Counsel – Anticipated Litigation
One Case
<i>(pursuant to Government Code §54956.9)</i> | |
| 1.2e | Public Employee Discipline/Dismissal/Release
Two Positions
<i>(pursuant to Government Code §54957)</i> | |

Those present in Closed Session were Coleal, Fiero, Fortine, Gillis, Gribbons, Jenkins, MacGregor, Schrage, Tichenor, Van Hook, and Wilding. Mr. Rick Patterson (attorney) was present for Item 1.2d.

**Board of Trustees Minutes – Business Meeting
February 15, 2006**

2005/06-61

The Board returned from Closed Session at 6:53 pm. President Fortine announced the Board took no action in Closed Session. However, they have not completed all the items, and will return to Closed Session at the end of Open Session.

**Closed Session
(1.2)
(Continued)**

President Fortine asked Dr. Brad Reynolds 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)**

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: Jenkins Record of Board Vote: 5-0
ASG President: Aye

The Board moved approval for the minutes of 01/18/06 as follows:

**Approval of Minutes
(01/18/06)
(1.6)**

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

Dr. Van Hook:

**Recognition/ Information
(1.7)**

- ✓ Served on Ms. Dena Maloney's dissertation defense committee. Dena passed, and she is now officially Dr. Dena Maloney.
- ✓ Recognized Dr. Reynolds the Alpha Nu Xi Chapter of Phi Theta Kappa (PTK) for their participation in *Project Graduation* and for being designated a *Pinnacle Gold Chapter* (achieving 10% acceptance rate for 3 consecutive years). Mr. Donovan Smith, PTK President, accepted the check and certificate on behalf of PTK.
- ✓ Announced that a former PTK student, Ms. Janice Dollar, has received a promotion in her work for Wells Fargo Bank.
- ✓ Noted that at the February 14th performance in the Vital Express Center, there was a marriage proposal made on stage facilitated by Ms. Karen Schmidt. She shared the photos she took of the occasion and noted they had been sent to the lovely couple.

Ms. Jenkins and Ms. MacGregor removed several items for separate approval, including Items 3.1, 5.1, 5.2, 7.1, 7.2, and 7.6. The Board moved approval of the remainder of the Consent Calendar as noted below:

**Consent Calendar
(2)**

- 3.2 Approval of Resolution 2005/06-17: Child Development Agreement with the California Department of Education for Child Development Services and Contract Number CIMS-5285
- 3.3 Approval of Allied Health Student Education Agreement Between Santa Clarita Community College District and Weekday Preschool of the Northridge United Methodist Church and Grace Brethren Preschool East
- 3.4 Approval of Second Amendment Between Santa Clarita Community College District and Providence Health Systems – Southern California
- 5.3 Approval of Quarterly Financial Report: Quarter Ended December 31, 2005
- 6.1 Approval of Agreement with the County of Los Angeles for the Countywide Household Hazardous and Electronic Waste Collection Program Siting Liability Agreement
- 6.2 Approval of Surplus District Property Other than Land Under Board Policy 707
- 6.3 Approval of Change Orders for Laboratory Expansion Construction Project
- 6.4 Approval of Notice of Completion for Electrical Master Plan Implementation Project
- 6.5 Approval of Notice of Completion for Library Landscaping Project
- 6.6 Approval of Addendum #02 to the Executive Architectural Services Contract for the Laboratory Expansion Project

**Board of Trustees Minutes – Business Meeting
February 15, 2006**

2005/06-62

- 6.7 Approval of Professional Services Agreement with Fredrick E. Little for Inspection Services of the Canyon Country Educational Center Modular Classrooms
- 7.3 Approval of Administrator Employment Contract for Site Supervisor (Canyon Country Educational Center Development Project) *[Correction from 1/18/06]*
- 7.4 Approval of Classified Administrator Employment Contract for Art Director/Manager, Graphic Design Services
- 7.5 Approval of Contract with Public Agency Retirement System (PARS) for Supplemental Employee Retirement Plan (SERP)
- 7.7 Approval of Memorandum of Understanding (MOU) for the Santa Clarita Community College District and California School Employees Association (CSEA) Chapter 725 Regarding Supplemental Employee Retirement Plan (SERP)
- 8.1 Ratification of Maintenance Agreement Between Santa Clarita Community College District and Thomas Paton & Associates
- 8.2 Ratification of Amendment to ETP Agreement Between Santa Clarita Community College District and Ms. Monica Ganz
- 8.3 Ratification of Amendment to Agreement Between Santa Clarita Community College District (CACT) and Time Structures

**Consent Calendar
(2)
(Continued)**

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

Ms. Jenkins, Mr. Gillis and Ms. MacGregor removed items from the Consent Calendar for separate approval. Ms. Jenkins noted on Items 3.1, 7.1 and 7.2 that they provide additional payments/salary enhancements for fulltime faculty (3.1), merit increases (7.1, section 6), and a salary schedule for the Child Development Center Differential (7.2). Mr. Gillis and Ms. MacGregor had questions (which were addressed) on Items 5.1, 5.2 and 7.6.

**Items Removed from the
Consent Calendar for
Separate Approval
[Items 3.1, 5.1, 5.2, 7.1,
7.2, and 7.6]**

The Board moved approval of the Items removed from the Consent Calendar (with the additional information presented for Item 7.1) as follows.

- 3.1 Approval of Payments for Supplemental Services for Fulltime Faculty
- 5.1 Approval of Purchase Order Schedule PO 05/06-07
- 5.2 Approval of Travel Authorizations Schedule T 05/06-08
- 7.1 Approval of Personnel Schedule PERS 2005/2006-11
 - A. **ACADEMIC PERSONNEL**
 - 2. Employment – Regular
 - David Martinez, Engineering Instructor, Spring 2006, **Academic Salary Schedule C, Column D. Step 6, effective January 27, 2006.**
 - Stanley Jacobson, **Removal of item from the February 15, 2006 agenda.**
 - B. **CLASSIFIED PERSONNEL**
 - 2. Employment – Regular
 - Enrique Aldana-Hernandez**, Custodian, **Classified Represented Salary Schedule B, Range 15, Step 2, effective date pending.**
 - Keith Orduno**, Custodian, **Classified Represented Salary Schedule B, Range 15, Step 2, effective March 5, 2006.**
 - Phillip Trujillo**, Programmer/Analyst Supporting Web Applications, **Classified Represented Salary Schedule B, Range 56, Step 2, effective February 16, 2006.**
 - 3. Employment – Adult Hourly – various levels
(additional name(s) presented for approval)

6. Other

- g. Volunteers (**additional name(s) presented for approval**)
- 7.2 Approval of 2005/2006 Academic Salary Schedule (F) Child Development Center Differential
- 7.6 Approval of Memorandum of Understanding (MOU) for the Santa Clarita Community College District and College of the Canyons Faculty Association (COCFA) CTA/NEA Regarding Supplemental Employee Retirement Plan (SERP)

Items Removed from the Consent Calendar for Separate Approval [Items 3.1, 5.1, 5.2, 7.1, 7.2, and 7.6] (Continued)

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

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 July 1, 2005 to June 30, 2008 and Represented Salary Schedule B Effective 07/01/05.

Approval of the Negotiated Agreement Between the SCCC and the CSEA, Chapter 725, for July 1, 2005 to June 30, 2008 and Represented Salary Schedule B Effective 07/01/05 (7.8)

Ms. MacGregor noted the Board's appreciation at having a multi-year agreement and was happy the contract had been completed and approved. The Board thanked CSEA members for their participation and the administrative negotiation team for their work as well.

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

The Board moved Approval of Administrator Contract Amendments. Dr. Van Hook thanked the administrators for their efforts and dedication they show to the District and willingness to always take on new challenges. Ms. MacGregor also noted the Board's appreciation to standardizing the process for approval of contracts and thanked them for their service. Ms. Jenkins added that all the groups on this campus have a "can do" attitude and always strive to do the extra work to make this District so great.

Approval of Administrator Contract Amendments (7.9)

Motion: Jenkins Second: Gillis Record of Board Vote: 5-0
ASG President: Aye

Ms. Sue Bozman and Ms. Beth Asmus addressed the Board and thanked them for the approval of their contracts, as well as for other administrators. Ms. Bozman introduced Mr. Nick Pavik, a new manager on campus.

The Board moved Approval of Administrator Contract Amendments (Fringe Benefits Language).

Approval of Administrator Contract Amendments (Fringe Benefits Language) (7.10)

Motion: Tichenor Second: Jenkins Record of Board Vote: 5-0
ASG President: Aye

Mr. Jeff Baratta, Executive Director, UBS, and Mr. Jim Schrage were present to answer questions from the Board on this item.

Adoption of Resolution No. 2005/06-19: Resolution of the Board of Trustees of the SCCC Authorizing the Sale of Not to Exceed \$30,000,000 of COPs and Authorizing Certain Actions Therewith (5.7)

The Board moved Adoption of Resolution No. 2005/06-19: Resolution of the Board of Trustees of the Santa Clarita Community College District Authorizing the Sale of Not to Exceed \$30,000,000 of Certificate of Participation and Authorizing Certain Actions Therewith.

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

The Board moved Approval /Ratification of Budget Transfers.

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

Approval /Ratification of Budget Transfers (5.4)

**Board of Trustees Minutes – Business Meeting
February 15, 2006**

2005/06-64

The Board moved Acceptance of Measure C General Obligation Bonds With Independent Accountants' Report on Applying Agreed-Upon Procedures for the Fiscal Year Ending June 30, 2005.

Acceptance of Measure C GO Bonds with Independent Accountants' Report on Applying Agreed-Upon Procedures for the Fiscal Year Ending June 30, 2005 (5.5)

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

The Board moved Approval of Resolution No. 2005/06-18: Authorizing Settlement of the District's Bankruptcy Claims Against Enron, Including Participation in the "True-Up" Process, and Authorizing the Community College League of California to Execute the Settlement Agreement on Behalf of the District.

Approval of Resolution No. 2005/06-18: Authorizing Settlement of the District's Bankruptcy Claims Against Enron, Including Participation in the "True-Up" Process, and Authorizing the CCLC to Execute the Settlement Agreement on Behalf of the District (5.6)

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

This item was tabled to a future meeting when the auditors can be present.

College of the Canyons Foundation Annual Financial Report June 30, 2005 and 2004 (5.8)

Motion to Table: MacGregor Second: Gillis Record of Board Vote: 5-0
ASG President: Aye

The Financial Report – Month Ending December 31, 2005 was presented as information to the Board.

Financial Report – Month Ending 12/31/05 (5.9)

The Board moved Approval of Change Orders for the Classroom/High Tech Center Construction Project.

Approval of Change Orders for the Classroom/High Tech Center Construction Project (6.8)

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

The Board moved Approval of Notice of Completion for the Classroom/High Tech Center Construction Project.

Approval of Notice of Completion for the Classroom/High Tech Center Construction Project (6.9)

Motion: Tichenor Second: Gillis Record of Board Vote: 5-0
ASG President: Aye

The Board moved Approval of Architectural and Engineering Services Contract for Canyon Country Educational Center.

Approval of Architectural and Engineering Services Contract for Canyon Country Educational Center (6.10)

Ms. MacGregor requested an ongoing sheet for cost incurred at the Canyon Country Educational Center. She also requested a regular update on the progress occurring at this new site.

Motion: Jenkins Second: Gillis Record of Board Vote: 5-0
ASG President: Aye

The Board moved Approval of Revisions to Board Policy 529: Student Conduct, Second Reading

Approval of Revisions to Board Policy 529: Student Conduct, Second Reading (9.1)

Motion: Gillis Second: Tichenor Record of Board Vote: 5-0
ASG President: Aye

Dr. Van Hook noted that:

Update on Legislation (10.1)

- ✓ Senator Runner is introducing language to amend the restrictions on concurrent enrollment, which will be presented tomorrow.
 - He will also introduce legislation on community college percentages on the infrastructure bonds.
 - He plans to add language that community colleges should be able to use bond funding to purchase existing buildings and bring them up to DSA standards.
 - We are interacting with him on the equalization item and the language of how the equalization money will be distributed.
- ✓ She received an email from Mr. Fred Harris who provided us with a resolution that will be presented to the Board of Governors to change the formulas in Title V that are not helpful to calculate space capacity ratios. This is an outcome of the lunch meeting held with Mr. Harris and College of the Canyons staff on January 31, 2006.

Mr. Dermody announced that:

Academic Senate Report (11.1)

- ✓ The semester is gearing up again, and they had a successful FLEX session.
- ✓ They are looking forward to the implementation of the compressed calendar.

Ms. Jenkins added she had heard good things about winter intersession and appreciated the staff's willingness to work on this schedule.

Ms. Mayer had nothing to report.

Classified Coordinating Council Report (11.2)

Dr. Van Hook announced that:

Supt-President's Report (11.3)

- ✓ Spring semester is off to a good start and the classrooms are full.
- ✓ The construction on campus (Science/Lab Expansion and High Tech buildings) is moving right along.

Ms. Fiero and Dr. Wilding had nothing to report.

Dr. Long announced they have had several orientations for new adjunct faculty members. She added that Italian (language) is a popular course right now, given the Olympic Winter Games are being held in Torino, Italy. Social dancing is also very popular at this time (because of "Dancing with the Stars" on television.)

Dr. Gribbons announced that we are underway on the Master Planning for the Canyon Country East campus. We have a draft in work and look forward to sharing it with the Board.

Ms. Coleal thanked the Board for their support of her two managers (Ms. Grandgeorge and Ms. Bricker), as well as other administrators. She also noted her appreciation to have attended the CCLC Legislative Conference in Sacramento.

**Reports by Student
Trustee, Staff Members,
and Board Members
(11.4)**

Ms. Yang announced that:

- ✓ The ASG is having another Blood Drive on Thursday and Friday (next week).
- ✓ They will be holding Club Rush next week with free pizza.
- ✓ They thanked the Board for allowing them to go attend the CCLC conference. She moderated a session and enjoyed the opportunity.
- ✓ She and Mr. Joel Rosario (ASG officer) are going to Washington DC to advocate for Pell Grants and Student Loans.
- ✓ They have enjoyed winter intersession and are glad it was implemented. Some were given the chance to take classes they wouldn't normally get to, while others took advantage of the extra time to visit friends or family.
- ✓ Online classes are great. She has signed up for as many as she can.
- ✓ They had a full meeting today with a 44 page agenda.
- ✓ The ASG officers are looking forward to the Joint meeting with the Board.

Ms. MacGregor noted the following:

- ✓ The CCLC conference was great and she was pleased to have Ms. Yang and Mr. Rosario there, as well as staff members attending to visit legislators.
- ✓ She has attended scholarship committee meetings, Foundation Board meetings, and the Newsmaker of the Year awards.
- ✓ On behalf of Ms. Devlin, who could not be here tonight, Ms. MacGregor announced this year's Make a Wish effort is underway for the Michael Hoefflin Foundation. Please contact Ms. Devlin in the next 10 days to help in any way you can.
- ✓ She noted the great news article from *Valley Living* on Chuck and Tyler Lyon and Michael and Greg Herrick (COC football and basketball coaches, and their sons, respectively.)
- ✓ She and Mr. Tichenor are mentioned in the Community College News with regards to their recent election efforts.
- ✓ She received (and shared) the Honor Society induction ceremony for Gamma Beta Phi members which will be held February 23 at 7:00pm in the PAC.
- ✓ She will be attending the meeting at Long Beach community college to discuss their Foundation's organization and structure.

Mr. Tichenor attended the Newsmaker dinner, the CCLC conference, and the ACCT National Trustees Conference.

Mr. Gillis announced he also attended the Newsmaker award dinner.

Ms. Jenkins noted the following:

- ✓ She attended the Newsmaker award dinner and was pleased so many COC people had attended.
- ✓ She also noted she had requested a waiver of confidentiality item for the Board's agenda, but after talking with Dr. Wilding, she realized her interests and issues could be incorporated into the previously made request for the overall costs of negotiations item. Therefore, she has withdrawn her request as previously stated.
- ✓ She noted that at the Underfunded District Caucus meeting, there was a request for information (survey) about what each District did with the additional funds received from the first equalization amount. They would like to compile that data.
- ✓ She will be going to Sacramento on March 3 to review applications for the Director of the CCLC position. She will also attend a joint meeting with the Board of Governors (BOG) and the CCCT Executive Board meeting.
- ✓ The BOG meeting will be held on March 6 and 7. Dr. Van Hook noted this is when our University Center project will appear for official approval, as well as the Library Expansion project for funding in 2007/08.

Ms. MacGregor added that at the CCLC conference, Ms. Cindy Grandgeorge, Ms. Coleal, Dr. Van Hook and the Santa Clarita Community College District were mentioned in appreciation for the work our District (and their staff) has done in compiling the rate and formulas for use with the equalization funding.

**Reports by Student
Trustee, Staff Members,
and Board Members
(11.4)
(Continued)**

Mr. Fortine attended the Newsmaker dinner, and will be attending a meeting at Glendale College to meet and discuss their Foundation and organizational set up. He also attended the ACCT National Conference in Washington DC.

None.

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

Requests from Ms. MacGregor included:

- ✓ Update on scheduling a Board workshop;
- ✓ The status of law firm selections and those that have responded (Dr. Van Hook noted where we are in this process, reference checks, set of criteria, etc.) Ms. MacGregor added she would like to see the list, the criteria, the list of those that responded, and what was sent out.
- ✓ The legal fees/costs of negotiations. (Mr. Gillis).

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

President Fortine announced the next meeting will be on Wednesday, February 22, 2006, in S-132, Staff Dining Room, College of the Canyons Student Center. This will be a Joint Meeting with the ASG officers and will begin at 2:30pm.

**Announcement of Next
Meeting
(02/22/06)
(12)**

There being no further business, the Board reconvened to Closed Session at 8:25 p.m. Those present were Coleal, Fiero, Fortine, Gillis, Jenkins, MacGregor, Tichenor, Van Hook, and Wilding.

The Board returned to Open Session at 10:08 p.m. and announced that no action was taken in Closed Session. The Board adjourned the meeting at 10:10 p.m.

**Adjournment
(12)**

Mr. Ernie L. Tichenor, 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 _____