

SANTA CLARITA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

BUSINESS MEETING
TUESDAY, MAY 12, 2009
MINUTES

The Business Meeting of the Board of Trustees of the Santa Clarita Community College District was called to order on Tuesday, May 12, 2009, by President Joan MacGregor in the Board Meeting Room (HSLH-137), College of the Canyons, 26455 Rockwell Canyon Road, Valencia, California.

Members Present: Mr. Bruce D. Fortine
Mrs. Michele R. Jenkins
Mrs. Joan W. MacGregor
Mr. Scott Thomas Wilk (arrived 5:18pm)
Mr. Nicolas Cardenas, Student Trustee

Members Absent: 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 and Interim VP,
Academic Affairs
Dr. Barry Gribbons, Assistant Superintendent/VP, Institutional Development, Technology
and Online Services
Mr. Michael Dermody, President, Academic Senate (arrived 6:38pm)
Ms. Lynne Mayer, Administrative Assistant to the Chancellor and the Board of Trustees

Special Presenters
and Others Present: Dr. Dena Maloney, Founding Dean, Canyon Country Campus
Ms. Sue Bozman, VP, District Communication, Marketing & External Relations
Dr. Floyd Moos, Dean, Fine and Performing Arts
Mr. Adam Philipson, Managing Director, PAC
Mr. Chris Blakey, President, COCFA
Mr. John Makevich, Classified Senate
Ms. Tammy Marashlian, Reporter, The Signal (departed 8:02pm)

President MacGregor declared a quorum and called the meeting to order at 5:05 pm.
She added that Mr. Tichenor was excused as he is traveling on business.

**Quorum Established
(1.1)**

- 1.2a Conference with Legal Counsel - One case: (*pursuant to Govt. Code §54956.9(a)*)
Part-Time Faculty United, AFT v. Santa Clarita Community College District
(PERB Case No. LA-CE-5314-E)
- 1.2b Conference with Labor Negotiators (*pursuant to Govt. Code §54957.6*)
Santa Clarita Community College District Representative(s): Dr. Dianne Van
Hook, Dr. Michael Wilding, Ms Diane Fiero, Mr. Bruce Barsook
Employee Organization: Part-Time Faculty United, AFT
- 1.2c Public Employee Discipline/Dismissal/Release (*pursuant to Govt. Code §54957*), One Position
- 1.2d Conference with Labor Negotiator (*pursuant to Govt. Code §54957.6*)
Santa Clarita Community College District Representative: Dr. Michael Wilding
College of the Canyons Faculty Association (COCFA)

**Closed Session
(1.2)**

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

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2008/09-109

The Board returned to Open Session at 6:36 pm, and Ms. MacGregor announced no action had been taken in Closed Session.

Mrs. MacGregor asked Ms. Jenkins 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.

**Approval of Agenda
(1.4)**

Motion: Jenkins Second: Wilk Record of Board Vote: 4-0
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 April 1, 2009.

**Approval of Minutes
(04/01/09)
(1.6)**

Motion: Wilk Second: Jenkins Record of Board Vote: 3-0-1
(Abstain: MacGregor)
Student Trustee: Aye

Dr. Van Hook:

**Recognition
(1.7)**

- Introduced Ms. Julie Lawson, Director of the COC Jazz Choir. Ms. Lawson informed the Board of this weekend's "ARTstART" events involving various COC groups. The *Just Jazz* students were present and performed a song entitled "Voice Dance II". The Board and Dr. Van Hook thanked Ms. Lawson and these talented students for performing.
- Introduced Ms. Bozman and noted that our Public Information Office is a group of very talented people. Ms. Bozman shared the awards COC received from this year's Community College Public Relations Organization (CCPRO) conference. The Public Information staff won 8 awards, 2 of them being 1st place awards. The Board and Dr. Van Hook congratulated them for their wonderful efforts.
- Noted that National Nurses Week is this week, as was noted by Ms. Sue Albert's email sent out to coc-all earlier this week. We have grown significantly over the years in our nursing program and they are doing incredible, creative work and we are proud of their accomplishments.
- Acknowledged the service to this District of a long-time friend, Dr. Ernie Berg, who passed away last Sunday. She noted her gratitude and deep appreciation for his help to compiling our Facilities Master Plans, working to help provide us valuable information for both bond measures, and helping with our planning of future centers. She noted Dr. Berg had a great impact on this college district and we will miss him greatly.

This item was moved forward on the agenda. Members of the AFT faculty were present to address the Board members on their current negotiation process with the District. Addressing the Board were:

**Comments by the
Audience for Items Not
on the Agenda
(11.6)**

- Mr. Rob Collins, Political Science
- Mr. Pete Virgadamo, History
- Mr. Martin Hittelman, President, California Federation of Teachers
- Mr. Chris Blakey, Chair, Philosophy Department and President, COCFA

The Board acknowledged the individuals for the comments that were made.

Ms. MacGregor removed Item 6.11 from the Consent Calendar for separate approval. 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 New and Modified Courses and Programs
- 3.2 Approval of Amendments to Contract Between Santa Clarita Community College District and Catholic Healthcare West System
- 3.3 Approval of Contract Between Santa Clarita Community College District and *LeonardoWorld LLC* for Educational Travel, Summer 2009
- 3.4 Approval of Sabbatical Leave Request for Fall 2009 (Mr. Ron Dreiling)
- 5.1 Approval of Purchase Order Schedule PO 08/09-10
- 5.2 Approval of Travel Authorizations Schedule T 08/09-19
- 5.3 Approval of Quarterly Financial Status Report: Quarter Ended March 31, 2009
- 5.4 Approval of Proposal to Provide Professional Re-Inventory Services to Santa Clarita Community College District
- 5.5 Approval of Agreement to Provide Professional Consulting Services to the Santa Clarita Community College District – State Mandated Cost Claiming Services from MAXIMUS Consulting Services
- 6.1 Approval of Contract for Modernization Project – Valencia Campus (Pacific Mechanical Service, Inc.)
- 6.2 Approval of Contract for Entry Mats for Various Locations at the Valencia Campus (Floor Connection, Inc.)
- 6.3 Approval of Contract for Soils Testing for the Applied Technology Education Center at the Canyon Country Campus (SubSurface Designs, Inc.)
- 6.4 Approval of Contract for Labor Compliance Services for the Bonelli Hall First Floor Remodel Project (The Solis Group)
- 6.5 Approval of Contract for Signage Design Services for the Library Expansion Project (Biesek Design)
- 6.6 Approval of Contract for Soils Testing Services for the Library Expansion Project (SubSurface Designs, Inc.)
- 6.7 Approval of Notice of Completion for Repair/Renovation of Lighting, Valencia Campus – Scheduled Maintenance Project (H&S Electric, Inc.)
- 6.8 Approval of Surplus District Property Other Than Land Under Board Policy 6550 (CACT Department Equipment)
- 6.9 Approval of Addendum #01 to the Construction Management Contract for the Dr. Dianne G. Van Hook University Center Construction Project
- 6.10 Approval of Change Orders for the Dr. Dianne G. Van Hook University Center Construction Project
- 7.1 Approval of Personnel Schedule PERS 2008/2009-17

Motion: Jenkins Second: Fortine Record of Board Vote: 4-0
Student Trustee: Aye

This item was removed for separate approval by the Board of Trustees, and approved.

- 6.11 Approval of Contract for Donor Recognition for the Dr. Dianne G. Van Hook University Center Construction Project (Buss Studio)

**Items removed from
the Consent Calendar
for Separate Approval**

Motion: MacGregor Second: Fortine Record of Board Vote: 4-0
Student Trustee: Aye

This item was moved forward on the agenda. Mr. John Makevich noted that there are several year-end activities in the works, including:

- A theatre event in North Hollywood.
- A trip to a Dodger game on June 27th, which is open to everyone. It is \$5 for classified staff members and \$25 for guests or others who wish to attend.
- A trip to the Nethercutt Museum in Sylmar on June 20th at 10:00am.
- A "Trading Post" event, which will be held in a central, easily accessible location on campus sometime in late June.

**Classified Senate
Report
(11.2)**

This item was moved forward on the agenda. Dr. Van Hook noted that two years ago, there was a big movement headed by Dr. George Boggs, CEO, AACC for colleges to pass resolutions in support of sustainable development. We thought about doing so at that time, but decided to wait until we were more organized. In the meantime, Mr. Schrage had produced a brochure (she distributed the updated version to everyone), our sustainable development committee put together their first conference (held in January in the PAC), and we began working on related curriculum expansion. She noted she is thrilled the Board is considering supporting this resolution now, because with the emphasis on “going green,” the attention to energy conservation and the fact that much of the stimulus funding is tied to green efforts, this is a good time to bring this resolution forward. She noted our commitment to sustainable development is not a single pronged endeavor on campus, but happens in a variety of ways.

**Approval of Resolution
2008/09-23: In Support
of Sustainable
Development at
College of the Canyons
(10.2)**

The Board moved Approval of Resolution 2008/09-23: In Support of Sustainable Development at College of the Canyons.

Motion: Fortine

Second: Wilk

Record of Board Vote: 4-0
Student Trustee: Aye

Dr. Van Hook introduced Ms. Audrey Green, who provided a brief PowerPoint presentation on Sustainable Development and our efforts through environmental measures and our curriculum. Her presentation is hereby made a part of these minutes as if fully set forth herein. Ms. Jai-Yi Cheng-Levine distributed additional materials showing our efforts towards sustainable development at COC. Ms. Danielle Crisp, an intern with the SDC, addressed the Board about her involvement in these efforts and her support to the work COC is doing on campus and with the curriculum.

Mr. Fortine noted he is proud of the College’s efforts and thanked the committee for their hard work to these efforts. Dr. Maloney distributed additional materials on the Governor’s Green Job Corps Grant Competition, and highlighted our efforts in putting together this proposal through a regional collaborative effort with other community colleges.

This item was moved forward on the agenda for approval by the Board. Dr. Van Hook thanked Mr. Philipson for everything he has done on the overall season and for helping to build the excitement in the community as we gear up to reveal the new season. Mr. Philipson thanked the Board, Dr. Van Hook, Dr. Capet and the Instruction Office, Ms. Coleal and the Business Services office, the Public Information Office, Dr. Moos and the PAC team for their support. He briefly provided an overview of the *2009-2010 COC Presents Season*.

**Approval of Proposed
2009-2010 COC
Presents Season at The
Santa Clarita
Performing Arts Center
at College of the
Canyons
(10.4)**

The Board thanked Mr. Philipson for his presentation and dedication to our PAC. Dr. Moos noted that finding a managing director to share our vision with such dedication was achieved when we hired Mr. Philipson, and he complimented him for making such an impact in our community and at the College. Ms. Coleal also complimented these two gentlemen for everything they have done to make the PAC so successful.

The Board moved Approval of Proposed *2009-2010 COC Presents Season at The Santa Clarita Performing Arts Center at College of the Canyons*.

Motion: Wilk

Second: Fortine

Record of Board Vote: 4-0
Student Trustee: Aye

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2008/09-112

The Board moved Approval of Contract Between Santa Clarita Community District and California State University, Northridge (Nursing Program).

Motion: Fortine Second: Jenkins Record of Board Vote: 4-0
Student Trustee: Aye

**Approval of Contract
Between SCCCD and
California State
University, Northridge
(Nursing Program)
(3.5)**

The Board moved Approval of Template Application and Agreement - Distance Education Captioning and Transcription Grant Funding.

Motion: Wilk Second: Fortine Record of Board Vote: 4-0
Student Trustee: Aye

**Approval of Template
Application and
Agreement - Distance
Education Captioning
and Transcription
Grant Funding
(3.6)**

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.

Motion: Cardenas Second: Fortine Record of Board Vote: 4-0
Student Trustee: Aye

**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
(3.7)**

The Board moved Approval/Ratification of Budget Transfers.

Motion: Jenkins Second: Fortine Record of Board Vote: 4-0
Student Trustee: Aye

**Approval/Ratification of
Budget Transfers
(5.6)**

The Board moved Approval of Resolution No. 2008/09-22: Approval of Cash Borrowing Resolution, Temporary Transfers from the Los Angeles County Treasury.

Motion: Wilk Second: Fortine Record of Board Vote: 4-0
Student Trustee: Aye

**Approval of Resolution
No. 2008/09-22: Appro-
val of Cash Borrowing
Resolution, Temporary
Transfers from the LA
County Treasury
(5.7)**

The Board received the Financial Report – Month Ending February 28, 2009 as information.

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

The Board moved Approval of Award of Contracts for the Bonelli Hall First Floor Remodel Project.

Motion: Jenkins Second: Fortine Record of Board Vote: 4-0
Student Trustee: Aye

**Approval of Award of
Contracts for the
Bonelli Hall First Floor
Remodel Project
(6.12)**

The Board moved Approval of Contract for Modernization Project – Parking Lot Repairs at Softball Field (R.C. Becker Son, Inc.)

Motion: Cardenas Second: Jenkins Record of Board Vote: 4-0
Student Trustee: Aye

**Approval of Contract
for Modernization
Project – Parking Lot
Repairs at Softball
Field (R.C. Becker Son,
Inc.)
(6.13)**

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2008/09-113

The Board moved Approval of Resolution 2008/09-19: In Support of Classified School Employee Week.

**Approval of Resolution
2008/09-19: In Support
of Classified School
Employee Week
(7.2)**

Motion: Wilk Second: Fortine Record of Board Vote: 4-0
Student Trustee: Aye

The Board moved Approval of College of the Canyons Faculty Association (COCFA) CTA/NEA Contract Agreement for 2008-2010 with the Santa Clarita Community College District.

**Approval of College of
the Canyons Faculty
Association (COCFA)
CTA/NEA Contract
Agreement for 2008-
2010 with the SCCCD
(7.3)**

Motion: Jenkins Second: Fortine Record of Board Vote: 4-0
Student Trustee: Aye

The Board moved Approval of Resolution 2008/09-20: Advance Payment of Pro Rata Share of Costs in Voter Pamphlet.

**Approval of Resolution
2008/09-20: Advance
Payment of Pro Rata
Share of Costs in Voter
Pamphlet
(10.1)**

Motion: Wilk Second: Fortine Record of Board Vote: 4-0
Student Trustee: Aye

Ms. MacGregor reviewed the procedures presented at the meeting for the appointment of such a representative to the COC Foundation Board of Directors. Dr. Van Hook noted she had asked the Foundation to place an item on their agenda next week to consider continuing the past practices of agreeing to have the appointed representative to be serve on their Executive Committee as a non-voting member. The Board moved adoption of the procedures as presented on the agenda:

**Approval of
Appointment of a
Representative from
the SCCCD Board of
Trustees to the COC
Foundation Board of
Directors
(10.3)**

Motion: Jenkins Second: Fortine Record of Board Vote: 4-0
Student Trustee: Aye

Ms. MacGregor thanked Ms. Jenkins for her almost 3 years of service in this capacity. Ms. Jenkins nominated Mr. Fortine from the Board of Trustees as the District's representative to the COC Foundation Board of Directors.

Motion: Jenkins Second: Wilk Record of Board Vote: 4-0
Student Trustee: Aye

Mr. Wilk nominated Ms. Jenkins as the alternate for this position.

Motion: Wilk Second: Fortine Record of Board Vote: 4-0
Student Trustee: Aye

Dr. Van Hook and Dr. Gibbons presented a PowerPoint presentation on the 2005-2008 Accomplishments for the College, and the 2009-2011 Strategic Plan. Dr. Van Hook reviewed our planning history of Educational and Facilities Master Plans, Strategic Plans, Technology Master Plans, Academic and non-instructional program reviews, why we plan at COC and the outcomes doing so provides us. Dr. Gibbons reviewed how our strategic plan integrates with other planning on campus, and reviewed the 2005-2008 accomplishments and the 2009-2012 strategic goals set for the College. Responses and feedback from any individual or group on campus was encouraged in putting these goals together. This presentation is hereby made a part of these minutes as if fully set forth herein.

**Presentation of 2005-
2008 Accomplishments
and 2009-2011
Strategic Plan
(8.1)**

Ms. MacGregor asked if the 12 Goals should be posted around campus to remind us of these goals. Ms. Jenkins asked if we could also note where our agenda items tie into specific strategic goals.

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Ms. MacGregor noted this item was placed on the agenda for the Board to discuss our partnership efforts between the City and the College District, especially in light of our upcoming Joint meeting with the City on May 20th. She briefly reviewed the outline of the Joint meeting and the items being planned for discussion. Ms. Jenkins noted she would like to know if the administrators feel the proposed PAC MOU includes the points the College has expressed an interest in having included. There was a brief discussion of the key points in the proposed MOU.

Update on Partnership Efforts Between the City of Santa Clarita and the College District (10.5)

Ms. Jenkins and Mr. Wilk noted that having Ms. MacGregor speak at the City Council meeting may have prompted the City to re-evaluate this partnership, and with Dr. Van Hook's and the administration's help, we were able to continue this partnership effort between the City and the College.

Dr. Van Hook:

- Distributed a new "*What They're Saying...*" (written by Mr. Eric Harnish). She briefly highlighted the key issues included therein.

Update on Legislation (10.6)

Mr. Dermody:

- Thanked the members of the Board for attending the Scholarly Presentation.
- Noted that for this year's commencement ceremony, everyone will meet in the Aliso Lab plaza area, and students, faculty and administrators will come down the stairs as parents and guests watch. He encouraged everyone to please wear comfortable shoes. The reception for the graduates will follow afterwards.
- The last senate meeting is the Collegial Celebration on May 28th from 3-4:30. It will be hosted by the Board of Trustees.

Academic Senate Report (11.1)

Ms. Jenkins was unable to attend the last Foundation meeting. Dr. Van Hook noted the Foundation is working to approve their conflict of interest policy, and they have another meeting to follow up on this particular item. They approved their financials and review the proposed May 27th Joint meeting agenda on May 27th. The Foundation Board members requested that the District talk about our strategic plan and present our fiscal checklist as well.

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:

- Tomorrow is the CCC Career and Job Fair.
- The spring carnival will be held on their campus on Thursday.
- The Cinco de Mayo party, coordinated by ASG, was fun
- The Childhood Development Center letter from the government agency is coming, which will authorize the opening of the Center this fall. There is already a wait list!

Ms. Fiero noted that:

- The San Fernando Valley Business Journal awards will be held at the Hyatt on Wednesday evening. The District and Dr. Maloney are each nominated for awards.
- The LEAP session on May 1st featured a panel of local advocates. They discussed how to build your case locally and at the state level. The last session will be on May 29th and will be the solution team presentations. Everyone is welcome to come. It will be held in the Hasley Hall Cinema Room.

Dr. Wilding added that:

- The Scholarship Awards and Donor Recognition night is next Tuesday with a record number of recipients and amount of money being awarded.
- Last week was the Job fair at Valencia campus. We had 55 employers with an overwhelming response from the community.

Ms. Bozman noted that:

- The college has a MySpace and Facebook account set up, and is using Twitter to keep people informed of athletic scores and happenings on campus.
- The SCV Wine Classic is approaching on May 30th and will be held at CalArts.

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

Dr. Gribbons added that:

- UCLA extension representatives visited us to talk about their involvement in the University Center.
- He went with Ms. Green and Mr. Schrage to the Cheesecake Factory at the Calabasas headquarters and they got some great ideas for our culinary facilities.

Dr. Capet noted that:

- Ms. Green and Ms. Denee Pescarmona went to Sacramento to represent Dr. Van Hook. They also received a \$15,000 check from the Hewlett Packard Student Success program and were recognized for being one of three community colleges with innovative and proven teaching strategies in college 'basic skill' foundational math and English programs. Dr. Van Hook distributed the program highlights prepared to summarize our Basic Skills Initiative.

Ms. Coleal noted that:

- She had a nice meeting with Darren Hernandez, including a lunch and tour around COC. He is very proactive and wants to develop a CFO networking agency for Santa Clarita.
- We had a great ECHS site visit with Joyce Arnston, and she took a tour of the University Center. Ms. Arnston is going to invite Mr. Bill Gates to the grand opening.
- She and Ms. Cindy Grandgeorge will be going to the ACBO meeting in Sacramento next week.

Dr. Van Hook announced that:

- The ARTstART event is this weekend and she distributed information about this great new event.
- One of our custodians, Mr. Enrique Aldana-Hernandez is getting his AA degree from COC. Also, Ms. Gabrielle Temple, Jim Temple's wife, will be receiving her BA in Communications.
- She will be having a telephone interview with Mr. Ian Walton from the Academic Senate for California Community Colleges. The ASCCC sent out the "Evidence-Based Decision-Making Capacity" survey and asked if they could call and talk with her about some of the things we are doing at COC.
- She and Dr. Maloney, along with 6-7 other people, traveled to Microstellar Electronics for a tour with the CEO. It was very interesting and there are many possibilities for partnering together with them to prepare people for well paying positions right here in the SCV.
- Ms. Kristin Houser (ETI) developed a great proposal (Responsive Training Grant) to help Advanced Bionics with retraining existing employees. We were awarded \$110,000 for this initiative.
- The HITE/Honors Banquet was great and she complimented Ms. Irene Bradbury for her work to make it such a great event.

Mr. Cardenas noted that:

- The ASG is hosting a Carnival tomorrow from 10-2pm in the Honor Grove with dancers, food and games. Everyone is invited to participate.
- He was re-elected as Student Trustee for next year.

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

Ms. Jenkins added that:

- She attended and enjoyed the CCCT conference and sessions in Rohnert Park.
- She also enjoyed the HITE banquet and talking to many interesting students.

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Mr. Wilk had no report.

Mr. Fortine added that:

- He and his wife co-chaired the Light the Night committee and made \$240,000 for the American Cancer Society.
- The Taste of the Town was a great event.
- The Job Fair at the Valencia campus was well attended.
- He attended the last 40th anniversary committee meeting.
- The Pet Expo held at COC last weekend was very well attended by the community.

Ms. MacGregor announced that:

- She attended the Alumni & Friends Wine and Cheese event honoring our photography students and it was a great evening.
- The HITE dinner at Robinson Ranch was wonderful.
- She met with Dr. Van Hook and representatives from the Hart District today to plan our Joint meeting.
- She attended the Scholarly Presentation which was unique and very interesting.
- The CCCT conference had some very valuable workshops.

None.

Ms. MacGregor announced the next meeting will be held on Wednesday, May 20, 2009 and will be a Joint meeting with the City of Santa Clarita City Council members and will be held at the Transit Maintenance Facility. The tour will begin at 5:00 pm and the meeting will begin at 6:00 pm.

There being no further business, the meeting was adjourned in honor of Dr. Berg at 9:37 p.m.

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

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

**Announcement of Next
Meeting (05/20/09) and
Adjournment
(12)**

Mr. Bruce D. Fortine, 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 _____