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

JOINT MEETING WITH THE **COC FOUNDATION BOARD OF DIRECTORS** WEDNESDAY, MAY 27, 2009 **MINUTES**

The Business Meeting of the Board of Trustees of the Santa Clarita Community College District was called to order on Wednesday, May 27, 2009 by President Joan MacGregor in the Board meeting room (HSLH137), College of the Canyons, 26455 Rockwell Canyon Road, Santa Clarita, California.

Mr. Bruce D. Fortine Members Present:

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

Mr. Nicolas Cardenas, Student Trustee

Mr. Scott Thomas Wilk (out of town) Members Absent:

Dr. Dianne Van Hook, Chancellor Others Present:

> Mr. Dean Ogrin, Chairman, Foundation Board of Directors Dr. Mitjl Capet, Asst. Superintendent/VP, Instruction

Ms. Sharlene Coleal, Asst. Superintendent/VP, Business Services and Treasurer, Foundation Board of Directors

Dr. Barry Gribbons, Asst. Superintendent/VP, Institutional Development, Technology, and Online Services and Member, Foundation Board of Directors

Ms. Dena Maloney, Founding Dean, Canyon Country Campus and Member,

Foundation Board of Directors

Ms. Cathy Ritz, Chief Operational Officer, COC Foundation Mr. Murray Wood, Chief Development Officer, COC Foundation

Ms. Michele Edmonson, Assistant Director of Development, COC Foundation Ms. Shannon Munoz, Administrative Assistant, Special Events (COC Foundation) Ms. Lynne Mayer, Administrative Assistant to the Chancellor and Board of Trustees

Members, Foundation Board of Directors Present:

Ms. Sharon Bronson, Mr. Michael Berger, Mr. Bob McCarty, Ms. Diana Cusumano, Mr. Frank Kleeman, Ms. Charlotte Kleeman, Ms. Diana Cusumano, Mr. Mark Jenkins, Mr. Mike Lebecki, Mr. Randy Moberg, Ms. Peggy Cannistraci, Ms. Julie Sturgeon, Mr. Steve Zimmer, Ms. Doris Marie Zimmer, Mr. Brian Koegle, Ms. Myrna Condie, Mr. Gary Condie, Mr. Jay Thomas, Mr. Byron Kisler, Mr. Bill Kennedy (arrived 6:50pm).

Other Administrators/Staff Present: Mr. Jim Schrage, Ms. Sue Bozman, Ms. Diane Stewart, Ms. Sharon Platz, Dr. Floyd Moos, Mr. Len Mohney, Ms. Kari Soffa, Ms. Audrey Green, Mr. John Green, Dr. Michael Wilding (arrived 7:32pm) and Ms. Diane Fiero (arrived 7:50 pm).

President MacGregor called the meeting to order at 4:54 pm.

Quorum Established (1.1)

The Board moved to Closed Session to discuss the following:

Closed Session 1.2a 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

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

At 5:40 pm, the Board adjourned the meeting. The Board joined the members of the COC Foundation Board for appetizers prior to the Joint meeting.

(1.2)

Board of Trustees Minutes –Joint with COC Foundation May 27, 2009

2008/09-120

At 6:13 pm, Ms. MacGregor and Mr. Ogrin called the Joint meeting to order, establishing a quorum of both Boards. Ms. MacGregor announced the Board of Trustees took no action during Closed Session, but they will be returning to Closed Session following the Joint meeting.

Reconvene with the Joint Meeting (1.4)

Ms. MacGregor asked Mr. Ogrin to lead the flag salute.

Flag Salute (1.5)

Ms. MacGregor welcomed all present and invited members of the audience desiring to address the Board to so indicate and they would be recognized. On behalf of her fellow trustees, she thanked the members of the COC Foundation Board of Directors for being present at the joint meeting.

Welcome Guests (1.6)

The Foundation Board moved approval of their agenda, and the Board of Trustees moved approval of their agenda.

Approval of Agenda (1.7A and 1.7B)

Motion: Tichenor Second: Jenkins Record of Board Vote: 4-0 Student Opinion: Aye

The Foundation Board moved approval of their minutes of March 24, 2009.

Approval of Foundation Minutes (03/24/09) (1.8)

Mrs. MacGregor administered the Oath of Office to Mr. Nicolas Cardenas, who
was elected by the ASG as the Student Trustee for 2009/2010. Mr. Cardenas
noted it is an honor to serve on this Board and for the District. He also
introduced his mother, who was present in the audience.

Recognition/Up Close and Personal (1.9)

- Ms. Beth Asmus provided information on the TRiP Program (textbook rental) to the Board of Trustees and the COC Foundation Board of Directors.
- Ms. Michele Edmonson introduced Ms. Kristi Robinson, a COC student who is the recipient of a scholarship on behalf of the COC Foundation. Ms. Robinson provided a brief overview of her educational path and what this scholarship means to her.
- Ms. Edmonson introduced Ms. Daniela Echaiz, a student attending Chapman University through the University Center. Ms. Echaiz provided a brief overview of her experiences with the University Center and her work towards pursuing her higher educational goals.
- Dr. Floyd Moos provided an overview of the ARTstART event held at COC May 15-17, 2009. He also showed a DVD of Cougar News which provided additional information on this event. Mr. Michael McCaffrey, Chairman, Art Department, and Mr. Larry Hurst, Director, Art Galley, were present to provide additional highlights from the event.

Ms. Coleal briefly reviewed the changes to the Agreement. The COC Foundation Board of Directors moved Approval of Master Agreement Between the Santa Clarita Community College District and the College of the Canyons Foundation.

Motion: Lebecki Second: Koegle Passed

Approval of Master Agreement Between the SCCCD and the COC Foundation (Board of Trustees item) (2.1)

The Board of Trustees moved Approval of Master Agreement Between the Santa Clarita Community College District and the College of the Canyons Foundation.

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

Approval of COC

tion Board item)

(2.2)

Foundation Board

Conflict of Interest

Policy & Administrative Procedures (Founda-

The Foundation Board moved Approval of COC Foundation Board Conflict of Interest Policy and Administrative Procedures. However, they plan to acquire more direction in relation to pledges and how that affects Foundation Board members as any conflict of interest.

Motion: S. Zimmer Second: Kennedy

The Foundation Board was presented with Information on Professional Services Agreements for Bauccio and Williams-Paez (Foundation Board item).

sional Services Agreements – Bauccio and Williams-Paez Foundation Board item) (2.3

Information on Profes-

The COC Foundation Financial Reports through March 31, 2009 were presented for information and discussion by Mr. Bob McCarty, Chair of the Foundation Finance Committee. There was a brief question and answer period.

Update on the COC Foundation Financial Reports through March 31, 2009 (Foundation Board item) (2.4)

Dr. Van Hook noted the Executive Committee of the Foundation asked her to present our fiscal management checklist that is presented to the Board of Trustees. She added that the members of the Foundation Board may want to know if the organization they are being asked to represent and raise money for is fiscally sound and managed well. This checklist is a document required of the District by the state Chancellor's Office.

Ms. Coleal presented the Foundation Board members with the Fiscal Year 2007-2008 and Fiscal Year 2008-2009 (Mid-Year) California Community Colleges Sound Fiscal Management Self-Assessment Checklist for the Santa Clarita Community College District. Her presentation is hereby made a part of the minutes as if fully set forth herein.

Presentation of Fiscal Year 2007-2008 and Fiscal Year 2008-2009 (Mid-Year) California Community Colleges Sound Fiscal Management Self-Assessment Checklist for the SCCCD (Board of Trustees item) (2.5)

Dr. Van Hook provided an overview of the COC Strategic Plan and Accomplishments to the Foundation Board. She reviewed how the College's plan and goals are formulated, and how the Foundation helps to support these goals. Her presentation is hereby made a part of the minutes as if fully set forth herein.

Strategic Plan and Accomplishments (Board of Trustees item) (2.6)

Highlights of the COC

Ms. Ritz provided a handout of the 2005-2008 Accomplishments that relate to the Foundation, and shared a brief PowerPoint highlighting the Foundation's involvement. Her presentation is hereby made a part of these minutes.

Mr. Murray Wood provided information on the District's and the Foundation's Strategic Plans for 2008 and beyond, how the two work together to move the District forward and the highlights of. His presentation is hereby made a part of these minutes.

Following his presentation, an update on Foundation Support Groups and Fundraising Reports was provided as information. Providing updates were:

 Library Associates (F. Kleemen) – They are working to cultivate new members to join the Library associates executive committee so they can form sub-committees to help spur new ideas. Working on new partnerships, including the Culinary Arts on Town Center Drive and use this new facility for our next event. Update on the District's and the Foundation's Strategic Plans and Reports from Support Groups and Fundraising Efforts (Foundation Board item) (2.7)

- Special Scholarship Initiative (Moberg) He distributed a handout and noted
 they have granted 174 scholarships for the next year, which is the largest
 number ever granted, and 137 of those were a direct result from Foundation
 support. Early Childhood Education Circle of Friends (Condie/Stewart) They
 reviewed their plans for the demonstration gardens and how everyone can get
 involved with this exciting project. They are excited to develop new ideas,
 projects and curriculum for the children to work in gardens in both outdoor
 and indoor classrooms.
- President's Circle (Edmonson) She shared a brief PowerPoint highlighting
 the mini grants that were awarded and that provide for various efforts
 including videos, animation, radiation monitors, dissection lab for biology,
 equipment, and the promotional BBQ for the Culinary Arts program.
- Cougar Club (Mohney) They had an auction item for "Coach for a Day" at
 this year's Silver Spur. He recounted the day spent with the auction winner,
 Mr. Ed Padilla. He also highlighted their scoreboard campaign with friends
 and alumni of COC who are helping us raise funds for new scoreboards for all
 the athletic facilities on campus. He noted we have already received a
 \$50,000 pledge to get the ball rolling.
- Alumni & Friends (Cannistraci) She noted the people and programs at COC help to keep the students involved with the College. We need to continue to reach out to the alumnae and keep the fundraising efforts going strong. They are starting a program for self-identification from students, and plan to make most of it online, as that is the area most younger alumni are using as a tool. They will focus on planning, partnering with the ASG, and are creating an Alumni Hall of Fame in the future.
- Legacy Giving Program (Wood) He discussed how various groups of people can donate to the Foundation and how this ability will appear on the new website. Mr. Richard Harper, Jill Harper's son, has been helping them write some of the context used on the website. He showed a draft of the brochure they plan to use as promotional materials for the Legacy Giving Program.
- New Foundation Website (J. Green) The new website for the Foundation
 was shown to both Boards at the meeting. Mr. Green briefly highlighted some
 of the key areas of the new website.
- Fundraising Revenue Report (Wood) He briefly reviewed the revenue from private sources (year to date) as information for the two Boards.

Mr. Ogrin noted meetings like these are inspirational and he appreciated everyone coming from their respective jobs and individual lives to meet here tonight. Together, we are preparing ourselves to be ready for the future. He noted the Foundation's appreciation to the Board of Trustees and to Dr. Van Hook for the leadership they provide to the District.

The Board moved approval of the Consent Calendar, with the additional information provided at the meeting for Item 3.13.

- 3.1 Approval of Travel Authorizations Schedule T 08/09-20
- 3.2 Approval of Modernization Project: Doorways Located in PE West and Student Center (Santa Barbara Glass Company)
- 3.3 Approval of Contract for Infrastructure Project: Wireless Campus and Fiber Optic Project (Advanced Cable Solutions)
- 3.4 Approval of Contract for Repairs/Modernization at Canyon Country Campus– Dust and Weed Control (Calex Engineering Co.)
- 3.5 Approval of Addendum #03 to Contract for Temporary Workers for the Dr. Dianne G. Van Hook University Center Construction Project (SelectRemedy)
- 3.6 Approval of Addendum #09 to Construction Administration Contract for the Dr. Dianne G. Van Hook University Center Construction Project (Flewelling & Moody)
- 3.7 Approval of Addendum #03 to Contract for Equipment Rental for the Dr. Dianne G. Van Hook University Center Construction Project (Andy Gump)

Update on the District's and the Foundation's Strategic Plans and Reports from Support Groups and Fundraising Efforts (Foundation Board item)
(2.7) con't

Consent Calendar (3)

 Approval of Contract for Modernization Project: Student Services Flooring (Floor Connection, Inc.) Approval of Change Orders for the Dr. Dianne G. Van Hook University Center Construction Project Approval of Change Orders to Contract for Flooring for Bonelli Hall Third Floor Remodel Project (Floor Connection, Inc.) Approval of Change Order for Modernization Project – Parking Lot Repairs at Softball Field (R.C. Becker Son, Inc.) Approval of Contract for Architectural Services for the Culinary Arts Center at the Valencia Campus (Kruger Bensen Ziemer Architects, Inc.) Approval of Personnel Schedule PERS 2008/2009-18 Approval of Classified and Administrative Employees' Holiday Schedule 					Consent Calendar (3) con't
Motion	Fiscal Year 2009-2	010 Second: Tichenor	Rec	cord of Board Vote: 4-0	
IVIOLIOI	i. i orune	Second. Honeron		dent Opinion: Aye	
Ms. MacGregor noted the Board's appreciation of the hard work the Foundation members on behalf of the District.					Comments by the Audience for Items Not on the Agenda
She also announced the Board of Trustees has appointed Mr. Fortine as the liaison member to the Foundation, and she noted everyone's appreciation of Ms. Jenkins' service for the past 3 years in this role. (4.1)					
None.					Recap/Request From Board Members To Have An Item Placed On A Future Agenda (4.2)
At 8:30pm, the Board announced they were returning to Closed Session.					Return to Closed Session (1.2a)
At 9:08 pm, the Board returned to Open Session and announced that they provided direction to the District's negotiation team as to how to proceed. Ms. MacGregor announced the next meeting is a Joint Meeting with the William S. Hart Union High School District Governing Board on Wednesday, June 10, 2009, Board Meeting room (HSLH-137), Times to be announced.					Announcement of Next Meeting (06/10/09) and Adjournment (6)
There being no further business, the meeting was adjourned at 9:10 pm.					
					
Board	ruce D. Fortine, Cler of Trustees Clarita Community			Dr. Dianne G. Van Hook Chancellor College of the Canyons	
Entered in the proceedings of the District					