

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

**TENTATIVE BUDGET WORKSHOP and BUSINESS MEETING**  
**WEDNESDAY, JUNE 23, 2010**  
**MINUTES**

The Tentative Budget Workshop/Business Meeting of the Board of Trustees of the Santa Clarita Community College District was called to order on Wednesday, June 23, 2010, by President Scott Wilk in the Board Meeting Room (HSLH-137), College of the Canyons, 26455 Rockwell Canyon Road, Valencia, California.

**Members Present:** Mr. Michael D. Berger  
Mrs. Michele R. Jenkins  
Mrs. Joan W. MacGregor  
Mr. Scott Thomas Wilk

**Members Absent:** Mr. Bruce D. Fortine (Illness)  
Mr. Nick Onyshko, Student Trustee (Out of Town)

**Others Present:** Dr. Michael Wilding, Assistant Superintendent/VP, Student Services  
Dr. Mitji Capet, Assistant Superintendent/VP, Instruction  
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  
Ms. Lynne Mayer, Administrative Assistant to the Chancellor and the Board of Trustees

**COC Staff Present in Audience:** Mr. Jim Schrage, VP, Facilities Planning, Operations and Construction  
Dr. Dena Maloney, VP, Canyon Country Campus and Economic Development  
Ms. Sue Bozman, VP, District Communications, Marketing & External Relations  
Mr. John McElwain, Managing Director, Public Relations and Marketing  
Ms. Cindy Grandgeorge, Controller  
Ms. Donna Haywood, Director, Budget Development  
Ms. Audrey Green, Associate Vice President, Academic Affairs  
Mr. Chris Blakey, President COCFA

President Wilk declared a quorum and called the meeting to order at 4:35 p.m.

**Quorum Established  
(1.1)**

The Board moved to Closed Session in the Conference Room (HSLH-136), where they discussed the following:

**Closed Session  
(1.2)**

- 1.2a Conference with Labor Negotiator  
Santa Clarita Community College District Representative: Mr. Jim Schrage  
California Schools Employee Association (CSEA)  
*(pursuant to Government Code §54957.6)*
- 1.2b Conference with Labor Negotiator  
Santa Clarita Community College District Representative: Dr. Michael Wilding  
College of the Canyons Faculty Association (COCFA)  
*(pursuant to Government Code §54957.6)*
- 1.2c Conference with Real Property Negotiator(s)  
Property: 27911 Sloan Canyon Road, Castaic CA  
Agency Negotiator: Dr. Michael Wilding  
Under Negotiation: Terms and Price of Agreement  
*(pursuant to Government Code §54956.8)*

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**2009/10-121**

Those present in Closed Session were Berger, Capet, Coleal, Fiero, Gribbons, Jenkins, MacGregor, Schrage, Wilding, and Wilk. Ms. Audrey Green was present for Item 1.2c only, and Mr. Fortine teleconferenced into the Closed Session meeting.

**Closed Session  
(1.2) con't**

The Board returned to Open Session at 6:15 p.m., and Mr. Wilk announced no action had been taken in Closed Session.

Mr. Wilk asked Ms. Bozman 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, and the updated bid results for Item 6.8.

**Approval of Agenda  
(1.4)**

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

Mr. Wilk 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)**

Corrected minutes were distributed at the meeting for approval. The Board moved approval of the minutes of June 9, 2010.

**Approval of Minutes  
(06/09/10)  
(1.6)**

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

None.

**Recognition  
(1.7)**

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 Renewal of Contract with Henry Mayo Newhall Memorial Hospital for Funding of a Full-time Nursing Instructor for 2010-2011
- 3.2 Approval of Renewal of Contract Between Santa Clarita Community College District and Catholic Healthcare West System (Allied Health)
- 3.3 Approval of Summer and Fall 2010 Instructional Field Trips
- 3.4 Approval of Renewal of Agreement Between Santa Clarita Community College District and Long Beach Community College District for SBDC Services
- 3.5 Approval of Resolution 2009/10-19: State Preschool Program Contract CSPP-0263
- 3.6 Approval of Resolution 2009/10-20: General Child Care Contract CCTR-0144
- 5.1 Approval of Travel Authorizations Schedule T 09/10-20
- 5.2 Approval of Travel Authorizations Schedule T 10/11-1
- 5.3 Approval of Renewal of Independent Contract Agreement Between Santa Clarita Community College District and Mr. Jesse Munoz, Freelance Writer And Photographer
- 5.4 Approval/Ratification of Interfund Transfers
- 6.1 Approval of Contract for Modernization Project for PE West Swimming Pool Pump Motor (Sea Clear Pools, Inc.)
- 6.2 Approval of Contract for Pest Control Services (Vertex Pest Solutions)
- 6.3 Approval of Notice of Completion for Y-Building Re-Roofing Project
- 6.4 Approval of Contract for Water Treatment Services for the Bonelli Hall Plant (Nalco Company)
- 6.5 Approval of Contract for Water Treatment Services for the North and South Plants (Water in Motion, Inc.)
- 6.6 Approval of Contract for DSA Inspection Service for the Mentry Hall Third Floor Remodel Project
- 7.1 Approval of Personnel Schedule PERS 2009/2010-19

- 7.2 Approval of On-Site Supervisor Agreements for Education Services Between Santa Clarita Community College District and the Los Angeles County Fire Department and the Los Angeles County Sheriff's Department
- 8.1 Approval of Renewal of Agreement Between Santa Clarita Community College District and 1099 Pro, Inc.
- 8.2 Approval of Renewal of Maintenance Agreement Between Santa Clarita Community College District and Hershey Systems, Inc. for Document Imaging System
- 8.3 Approval of Renewal of Agreement Between Santa Clarita Community College District and Datatel, Inc. for the Maintenance on Datatel Partner Specific Products
- 8.4 Approval of Renewal of Agreement Between Santa Clarita Community College District and Datatel, Inc. for Maintenance on Datatel Software Modules
- 8.5 Ratification of Agreement Between Santa Clarita Community College District and Dell, Incorporated for Microsoft Exchange Email System Upgrade
- 8.6 Approval of Renewal of Agreement Between Santa Clarita Community College District and Ex Libris (USA), Incorporated for Voyager Library Catalog Software
- 8.7 Approval of Renewal of Agreement Between Santa Clarita Community College District and HPM Networks
- 8.8 Approval of Renewal of Agreement Between Santa Clarita Community College District and The Learning Edge North America, Inc. (EQUELLA)
- 8.9 Approval of Renewal of Co-Location Lease Agreement Between Santa Clarita Community College District and NE Systems, Inc.
- 8.10 Approval of Maintenance Renewals Between Santa Clarita Community College District and NE Systems Inc.

**Consent Calendar  
(2) con't**

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

Ms. MacGregor noted the tremendous contribution from the Henry Mayo Newhall Memorial Hospital for their partnership to fund a full-time nursing instructor (Item 3.1).

The Board moved Ratification of Contract Agreement with Boston Reed College for Pharmacy Technician Program Through Community Education.

**Ratification of Contract Agreement with Boston Reed College for Pharmacy Technician Program Through Community Education (3.7)**

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

The Board moved Approval of Extension of Instructional Services Agreement (ISA) Regarding Educational Courses Between Santa Clarita Community College District and the Los Angeles County Sheriff's Department.

**Approval of Extension of Instructional Services Agreement (ISA) Regarding Educational Courses Between SCCC and the LA County Sheriff's Department (3.8)**

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

This item was moved forward on the agenda for approval. The Board moved Approval of Agreement Between Santa Clarita Community College District and Governet, Inc. for the Purchase of Curriculum Management (CurricUNET) and Student Learning Outcomes Tracking Software.

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

**Approval of Agreement  
Between SCCCD and  
Governet, Inc. for the  
Purchase of Curricu-  
lum Management  
(CurricUNET) and  
Student Learning  
Outcomes Tracking  
Software  
(8.11)**

Mr. Wilk thanked Ms. Coleal and her staff for finalizing the budget materials and making them available to the Board with their agendas last Friday, noting it was very helpful to have the extra time to review everything. Ms. Coleal also thanked her staff. She presented the Tentative Budget to the Board via a PowerPoint presentation (which is made a part of these minutes as if fully set forth herein), which highlighted:

- ✓ Changes since the Governor's January 2010-11 state budget was released versus the May revise and detailed changes in statewide funding (2008-2011).
- ✓ COC Advocacy efforts on behalf of the community college system.
- ✓ History of system-wide and COC growth funds, including enrollment projections.
- ✓ Impacts of state budget cuts and funding deficits on the 2010-11 tentative budget.
- ✓ Revenue generating ideas to improve our bottom line, including LEAP projects.
- ✓ State workload reductions in 2009-10 that were partially restored in 2010-11.
- ✓ 2010-11 tentative budget General Fund revenue assumptions, forced costs and summary.

**Presentation and  
Adoption of the  
SCCCD's 2010-2011  
Tentative Budget  
(5.5)**

The Board moved to adopt the 2010-2011 Tentative Budget as presented.

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

The Board moved approval of the Contract for Environmental Services (Atkins Environmental H.E.L.P., Inc.).

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

**Approval of Contract  
for Environmental  
Services (Atkins  
Environmental H.E.L.P.,  
Inc.)  
(6.7)**

The bid results were presented at the Board meeting. The Board moved Approval to Award Bids for the Applied Technology Education Center at the Canyon Country Campus.

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

**Approval to Award  
Bids for the Applied  
Technology Education  
Center at the Canyon  
Country Campus  
(6.8)**

The Board moved Approval of Contract for Architectural Services for the Final Project Proposal for Building Two at the Canyon Country Campus).

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

**Approval of Contract  
for Architectural  
Services for the Final  
Project Proposal for  
Building Two at the  
Canyon Country  
Campus  
(6.9)**

The Board moved Approval of Addendum #01 to the Executive Architect Contract for the Library Expansion Construction Project (PBWS Architects).

Motion: MacGregor      Second: Berger      Record of Board Vote: 4-0

**Approval of Addendum #01 to the Executive Architect Contract for the Library Expansion Construction Project (PBWS Architects) (6.10)**

The Board moved Approval of Contract for Construction Management for the Library Expansion Construction Project (Klassen Corporation).

Motion: Berger      Second: Jenkins      Record of Board Vote: 4-0

**Approval of Contract for Construction Management for the Library Expansion Construction Project (Klassen Corporation) (6.11)**

The Board moved Approval of Addendum #09 to the Design/Build Contract for the Mentry Hall Expansion Project (Klassen Corporation).

Motion: Jenkins      Second: Berger      Record of Board Vote: 4-0

**Approval of Addendum #09 to the Design/Build Contract for the Mentry Hall Expansion Project (Klassen Corporation) (6.12)**

The Board moved Approval of Resolution 2009/10-21: Emergency Work for Seco Hall HVAC Replacement Project.

Motion: MacGregor      Second: Jenkins      Record of Board Vote: 4-0

**Approval of Resolution 2009/10-21: Emergency Work for Seco Hall HVAC Replacement Project (6.13)**

The Board moved Approval of Purchase Order for HVAC Equipment for Seco Hall (Trane U.S., Inc.) for Emergency Work.

Motion: Berger      Second: Jenkins      Record of Board Vote: 4-0

**Approval of Purchase Order for HVAC Equipment for Seco Hall (Trane U.S., Inc.) for Emergency Work (6.14)**

The Board received the Presentation of the California School Employees Association (CSEA) Chapter 725 Re-Opener Proposal for FY10/11 as information. It was noted a Public Hearing will be held at the July 14<sup>th</sup> Board meeting.

**Presentation of the CSEA Chapter 725 Re-Opener Proposal for FY10/11 (7.3)**

The Board moved approval of Board Policy (BP) 3890 – Disclosing Financial Interests Relevant to Federally Sponsored Projects, Second Reading.

Motion: MacGregor      Second: Jenkins      Record of Board Vote: 4-0

**Approval of Board Policy (BP) 3890 – Disclosing Financial Interests Relevant to Federally Sponsored Projects, Second Reading (9.1)**

The Board moved Approval of University Center Educational Program Agreement Between Santa Clarita Community College District and The American College.

Motion: Berger      Second: MacGregor      Record of Board Vote: 4-0

**Approval of University Center Educational Program Agreement Between SCCCD and The American College (10.1)**

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Dr. Wilding distributed a "*What They're Saying...*" (written by Mr. Eric Harnish), and briefly highlighted the key issues included therein.

**Update on Legislation  
(10.2)**

No report given.

**Academic Senate  
Report  
(11.1)**

No report given.

**Classified Senate  
Report  
(11.2)**

Mr. Blakey announced that:

- COCFA enjoyed their 2<sup>nd</sup> annual year-end party with over 70 people in attendance.
- Ms. Nicole Lucy was elected as the new secretary for COCFA.
- COCFA elected a second representative council for next year and now have 17 representatives.
- COCFA decided to stay with their health plan, which came from good input from their people and their meetings with Driver.
- He is planning to attend the President's Conference at Asilomar in July.

**Other Organization/  
Committee Reports  
(11.3)**

Mr. Wilk thanked the Board for their confidence and appointing him as the liaison member for next year. He will be meeting with Jill Mellady and next week is the Foundation Installation Dinner at TPC.

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

Ms. Bozman noted:

- The "40 Ways" promotion has concluded, and the young man who won the laptop was very excited, charming, intelligent and a wonderful representative of our students.
- She will meet with Ms. Tammy Marashlian tomorrow to provide her with highlights of the budget presentation.

**Chancellor's Report  
(11.5)**

Dr. Maloney:

- Thanked the Board and Dr. Wilding for their support in moving Mr. Ryan Theule (A&R) to the Canyon Country Campus.
- Noted her appreciation to Ms. Fiero and her staff for helping with the new hires approved on tonight's agenda.
- Tomorrow is a briefing on the Goldman Sachs initiative, as they are doing their second wave of investments for small businesses. We will have an informational meeting tomorrow at 9am (University Center) to explain the program and how it works. There are 40 business representatives planning to attend the meeting.

Mr. Schrage had nothing to report.

Dr. Gibbons:

- Noted he and Ms. Coleal will be taking a trip to Sacramento tomorrow to work on revising the long term enrollment forecasting.
- He teleconferenced into the community college CEO conference call on budget. He briefly highlighted the topics that were discussed.

Dr. Capet noted that:

- He was in Sacramento yesterday to discuss the changes in Title V suggested by the state Academic Senate for pre- and co-requisites.

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

Ms. Coleal added that

- She appreciated the Board approving the new person for Shari Bricker's replacement.

Ms. Fiero had nothing to report.

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Ms. MacGregor added that:

- Mr. Onyshko is out of state on a previously planned vacation.
- She attended the reception for the new Hart District Superintendent.
- The College Ambassadors reception today was very nice, and they are a great group of students.
- She was disappointed we will not be able to have the COC Fire truck in this year's SCV July 4<sup>th</sup> parade. She noted it is an important way to be involved in the community and the Board would like to see COC be included each year.

Ms. Jenkins noted that:

- She attended the CCLC Centennial Dinner last Friday in Sacramento.

Mr. Berger noted that:

- Our mentor system and Ms. Jenkins' help in getting through the budget materials, was helpful, and he also thanked Ms. Coleal and her staff for their help.
- He recently met Regina Blassberg, who invited him to a BBQ for the Engineering/Surveying Department. He enjoyed talking with students and faculty members.

Mr. Wilk noted that:

- Ms. Green did an excellent job presenting the District's gift to Mr. Castellanos at his last Board meeting with the Hart District.
- He attended the Chamber's trip to Sacramento last week.

There were none.

During the tentative budget review, Ms. MacGregor discussed ideas for next year's tentative budget meeting materials. Ms. Coleal noted she and her staff will work with the Board to further discuss and meet their requests for next year.

Mr. Wilk announced the next meeting will be a special meeting for the Chancellor's Evaluation and the Board's Self-Evaluation. It will be held on Wednesday, July 7, 2010 in the Chancellor's Office. The next regularly scheduled Business meeting will be held on Wednesday, July 14 at our regular times in the Board Meeting Room.

There being no further business, the meeting was adjourned at 8:48 pm.

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

  
\_\_\_\_\_  
Dr. Michael Wilding  
Asst. Supt/VP, Student Services  
College of the Canyons

Entered in the proceedings of the District

July 14, 2010

**Reports by Student  
Trustee, Staff  
Members, and Board  
Members  
(11.6)**

**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  
Meetings (7/07/10 and  
07/14/10) and  
Adjournment  
(12)**