

SANTA CLARITA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

BUSINESS MEETING
WEDNESDAY, AUGUST 10, 2011
MINUTES

The Business Meeting of the Board of Trustees of the Santa Clarita Community College District was called to order on Wednesday, August 10, 2011 by President Michele Jenkins in the Board Meeting Room (HSLH-137), College of the Canyons, 26455 Rockwell Canyon Road, Valencia, California.

Members Present: Mr. Michael D. Berger
 Mr. Bruce D. Fortine
 Mrs. Michele R. Jenkins
 Mrs. Joan W. MacGregor
 Mr. Scott Thomas Wilk
 Mr. Nick Onyshko, Student Trustee

Others Present: Dr. Dianne Van Hook, Chancellor
 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
 Dr. Edel Alonso, President, Academic Senate
 Ms. Lynne Mayer, Administrative Assistant to the Chancellor and the Board of Trustees

Special Presenters and Others Present: Mr. Jim Schrage, Assistant Superintendent/VP, Facilities Planning, Operations and Construction
 Mr. Bruce Battle, Interim Managing Director, District Communication & Marketing
 Mr. Eric Harnish, Special Assistant to the Chancellor/Interim Managing Director, Government Relations & Advocacy
 Dr. Dena Maloney, Assistant Superintendent/VP, Canyon Country Campus and Economic Development

President Jenkins declared a quorum and called the meeting to order at 4:05 pm.

**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 (*pursuant to Government Code §54957.6*)
 Santa Clarita Community College District Representative:
 Ms. Michele R. Jenkins, President, Board of Trustees
 Unrepresented Employee: Chancellor
- 1.2b Conference with Labor Negotiator (*pursuant to Government Code §54957.6*)
 Santa Clarita Community College District Representative: Ms. Diane Fiero
 Confidential Classified Employee
- 1.2c Conference with Labor Negotiator (*pursuant to Government Code §54957.6*)
 Santa Clarita Community College District Representative: Dr. Michael Wilding
 College of the Canyons Faculty Association (COCFA)
- 1.2d Conference with Labor Negotiator (*pursuant to Government Code §54957.6*)
 Santa Clarita Community College District Representative: Mr. Jim Schrage
 California Schools Employee Association (CSEA)

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Those present in Closed Session for Item 1.2a were Berger, Fortine, Jenkins, MacGregor, and Wilk. Van Hook was present at 4:30pm. Joining them for Items 1.2b-d were Coleal, Fiero, Gribbons, Schrage, and Wilding.

The Board returned to Open Session at 6:22 p.m. and Ms. Jenkins announced no action had been taken in Closed Session.

Ms. Jenkins asked Mr. Schrage 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: MacGregor Second: Wilk Record of Board Vote: 5-0
Student Opinion Aye

Ms. Jenkins 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 for 6/22/11 and 7/13/11 as follows:

**Approval of Minutes
(6/22/11 and 07/13/11)
(1.6)**

Motion: Wilk Second: Berger Record of Board Vote: 5-0
Student Opinion: Aye

Mr. Schrage provided a Preview of the Student Services/Administration Building by distributing an informational handout on the history of project and showing the artist's renderings/drawings of the proposed plans.

**Recognition/Up Close
(1.7)**

The Board moved approval of the remainder of the Consent Calendar as noted.

**Consent Calendar
(2)**

- 3.1 Approval of Master Agreement Between Santa Clarita Community College District and B&B Manufacturing (CACT/ETI)
- 3.2 Approval of Master Agreement Between Santa Clarita Community College District and Classic Wire Cut, Inc. (CACT/ETI)
- 3.3 Approval of Contract Agreement with the Pacific Northwest Tax School (PNWTS) Program Through Community Education
- 5.1 Approval of Purchase Order Schedule PO 11/12-1
- 5.2 Approval of Travel Authorizations Schedule T 11/12-3
- 5.3 Approval/Ratification of Interfund Transfers
- 5.4 Approval if Issuance of Additional District American Express Corporate Card
- 5.5 Approval of Addendum to Agreement Between Santa Clarita Community College District and Coffee Kiosk
- 6.1 Approval of Contract for Site Improvement Project: Parking Lot Construction (R.C. Becker Son, Inc.)
- 6.2 Approval of Contract for Modernization Project: Towsley Hall Robotic Welding Automation Stations (H&S Electric, Inc.)
- 6.3 Approval of Professional Services Agreement for Space Inventory Analysis and Five-Year Construction Planning (Merle E. Cannon)
- 6.4 Approval of Addendum #01 to Contract for Equipment Rental for the Library Expansion Construction Project (Andy Gump)
- 6.5 Approval of Contract for Site Improvements at the Canyon Country Campus, Stairway Lighting (H&S Electric)
- 6.6 Approval of Contract for Site Improvements, Roofing Repairs, Valencia Campus (Tecta America)
- 7.1 Approval of Personnel Schedule PERS 2011/2012-2
- 8.1 Approval of University Center Educational Program Agreement Between Santa Clarita Community College District and National University

**8.2 Approval of University Center Educational Program Agreement Amendments
Between Santa Clarita Community College District and Brandman University**

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

Motion: Wilk Second: Fortine Record of Board Vote: 5-0
Student Opinion: Aye

The Board moved Ratification of Agreement Between Santa Clarita Community College District and the SCV Economic Development Corporation for Joint Sponsorship of the 2011 Economic Outlook Conference.

**Ratification of Agreement
Between SCCCD and the
SCV Economic Develop-
ment Corporation for
Joint Sponsorship of the
2011 Economic Outlook
Conference
(3.4)**

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

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 2010/11.

**Approval of Payments for
Supplementary Services
for Full-Time Faculty;
Information on Full-Time
Faculty Reassigned Time,
Overload and Extra
Session Payments to Date
2010/11
(3.5)**

Motion: Berger Second: MacGregor Record of Board Vote: 5-0
Student Opinion: Aye

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 2011/12.

**Approval of Payments for
Supplementary Services
for Full-Time Faculty;
Information on Full-Time
Faculty Reassigned Time,
Overload and Extra
Session Payments to Date
2011/12
(3.6)**

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

The Board moved Ratification of Contract Renewal Between Santa Clarita Community College District and Economic Modeling Specialists Inc. (EMSI)/CCbenefits.

**Ratification of Contract
Renewal Between SCCCD
and Economic Modeling
Specialists Inc.
(EMSI)/CCbenefits
(3.7)**

Motion: Wilk Second: Fortine Record of Board Vote: 5-0
Student Opinion: Aye

The Board moved Ratification of Contract for Site Improvement Project: Concrete Stairs at the Canyon Country Campus for Applied Technology Center (Lundgren Builders).

**Ratification of Contract
for Site Improvement
Project: Concrete Stairs
at the Canyon Country
Campus for Applied
Technology Center
(Lundgren Builders)
(6.7)**

Motion: Berger Second: Onyshko Record of Board Vote: 5-0
Student Opinion: Aye

The Board moved Approval of Change Orders for the Library Expansion Construction Project at the Valencia Campus.

**Approval of Change
Orders for the Library
Expansion Construction
Project at the Valencia
Campus
(6.8)**

Motion: Wilk Second: Fortine Record of Board Vote: 5-0
Student Opinion: Aye

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The Board moved Approval of Modifications to Board Policy 529 (to BP 5529), Student Conduct, Second Reading.

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

Approval of Modifications to Board Policy 529 (to BP 5529), Student Conduct, Second Reading (9.1)

The Board moved Approval of Modifications to Board Policy 530 (to BP 5530), Disciplinary Action, Second Reading.

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

Approval of Modifications to Board Policy 530 (to BP 5530), Disciplinary Action, Second Reading (9.2)

The Board moved Approval of Modifications to Board Policy 531 (to BP 5531), Due Process – Student Disciplinary Action, Second Reading.

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

Approval of Modifications to Board Policy 531 (to BP 5531), Due Process – Student Disciplinary Action, Second Reading (9.3)

The Board moved Approval of Board Policy 3715, Intellectual Property Rights, Second Reading.

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

Approval of Board Policy 3715, Intellectual Property Rights, Second Reading (9.4)

Mr. Harnish:

✓ Distributed a new *"What They're Saying..."* and briefly highlighted the information.

Update on Legislation, (10.1)

Dr. Alonso:

✓ Distributed a written summary of the activity in regards to SB1440 (Degrees for Transfer) and provided a brief overview of how this bill would affect COC.

Academic Senate Report (11.1)

There was no report made.

Classified Senate Report (11.2)

There was no report made.

Other Organization/ Committee Reports (11.3)

Ms. MacGregor, as the liaison to the COC Foundation, noted that:

- ✓ Their last meeting was held on July 26.
- ✓ There is a Foundation Board retreat scheduled for September 23.
- ✓ The COC Golf tournament had 92 players and everyone had a great time.
- ✓ Silver Spur will be held on March 3, 2012 in the Reagan Library and will honor Richard and Marian Sandnes. The new co-chairs are Jeff Hacker and Randy Moberg.
- ✓ Work has begun for the next Alumni Hall of Fame.
- ✓ They discussed the new culinary building and brainstormed fundraising ideas.
- ✓ On May 18, 2012, 7,000 children will be bussed in for Remo Drum event.
- ✓ The Kenny Loggins concert in the PAC on September 16 is sold out.
- ✓ The Foundation thanked Mr. Fortine for his help in connecting them with a generous donator to the Osher scholarships, and they thanked Ms. Jenkins for her personal contributions to the Foundation.

Board Liaison Committee Member Report (11.4)

Mr. Berger, as a member of the Budget subcommittee, briefly highlighted some of the key issues that were brought to their meeting.

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Ms. Jenkins noted that:

- ✓ She was asked to serve on the committee for the Hall of Fame Lunch, scheduled for October 28. Dr. Van Hook noted we are broadening this event to include not only outstanding athletes and friends of COC, but also people in specific areas of education, business, or entertainment, as examples.

This section was moved forward on the agenda.

Mr. Fortine attended:

- ✓ A tour of the Castaic studio.
- ✓ The meeting at Canyon Country campus on our new Solar and Energy courses.
- ✓ The Painted Turtle BBQ and Auction.
- ✓ The recent COC Foundation meeting as a guest.
- ✓ The SCV Latino Chamber Mixer.
- ✓ The going-away/congratulations reception for Dr. Capet and the Open House for Mr. McElwain's retirement.
- ✓ An event at TPC, hosted by The Signal on "How to Get your Story Told."
- ✓ The COC i-CuE lunch at TPC.

Mr. Wilk noted that.

- ✓ The Lt. Governor put together an economic plan and a competitive growth agenda article. Following that, COC wrote a news release highlighting what things we are already doing from the Lt. Governor's plan, and The Signal wrote a nice article about the big part community colleges are playing to help the economy. The information is available on the Lieutenant Governor's website.

Mr. Onyshko added that:

- ✓ ASG is working to fill their open spots on their Board.
- ✓ The Welcome Back BBQ will be held on August 30.
- ✓ He will be traveling to the statewide student trustee workshop in San Francisco this Friday.

Ms. MacGregor added that:

- ✓ She visited the Art Gallery exhibit on the hidden talents of faculty and staff members at COC and was very impressed.
- ✓ She also stopped by the receptions held for Dr. Capet and Mr. McElwain.

Mr. Berger noted:

- ✓ The Art Gallery show was a great exhibit and we have many talented people on our campus.
- ✓ He "crashed" the ring ceremony for the COC Hockey team. Mr. Schrage made us proud, and Mr. Berger was honored to be in attendance.

Ms. Jenkins had nothing additional to report.

Administrators were invited to provide reports:

Ms. Fiero noted that:

- ✓ FLEX will be held next week with great sessions scheduled.

Dr. Wilding added.

- ✓ At their manager's meeting last week, it was reported that we have over 500 veterans and 1200 people in DSPS enrolled so far. Financial Aid will have a record number of applications, and the counseling and A&R lines have been steady. We have waiting lists for every section and it will be a busy fall semester.
- ✓ The second SCV Career Camp was recently held with 120 people attending 24 workshops. They had \$5,000 in donations for the raffle at the event.

**Board Liaison Committee
Member Report
(11.4) con't**

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

**Chancellor's Report
(11.5)**

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

Dr. Maloney noted that:

- ✓ She and Mr. Michaelides will be meeting with the Chamber to discuss their Job Fair in conjunction with Expo coming up in September.
- ✓ Economic Development will have a Collaborative Video Streaming tomorrow to discuss business in California.
- ✓ She appreciates Mr. Schrage's assistance with everything in Canyon Country as they put the finishing touches on the Applied Tech Building, Quad 6, and the golf cart paths.
- ✓ The Ribbon Cutting for the Applied Tech building is on August 25 at 5pm at CCC.
- ✓ The Children's Center at CCC is expanding their hours and will be open till 4pm this fall.
- ✓ Through her involvement with the Chamber, she served as co-chair to help define and select a scholarship for veterans, which is named after Ian Gelig. The first recipient is a COC student and it will be presented at the Chamber lunch on September 8.

Mr. Schrage added that:

- ✓ The Library expansion is in progress. The last slab of concrete is approaching and they plan to raise steel beams the first week of school.
- ✓ There is a great amount of work being done at CCC.
- ✓ Within the maintenance department, they have split their crew shifts, which will enable them to have coverage on campus for maintenance issues until 5pm.

Mr. Battle noted that:

- ✓ He and the Public Information Office are providing support for many departments around campus this time of year.
- ✓ He worked with The Signal on the great story they put together about the culinary luncheon.
- ✓ The Signal's "Best-Of" winners will be out soon. COC was named "Best College of Santa Clarita."

Dr. Gribbons had nothing to report.

Ms. Coleal added that:

- ✓ The year-end closing on the fiscal books is this Friday.
- ✓ She and Ms. Grandgeorge will be attending a budget workshop next week at the state Chancellor's Office.

Dr. Van Hook noted that:

- ✓ Prior to going on vacation, she met with Mr. Challinor (Hart District Superintendent) to discuss categorical funding and ways to create bridges between the high schools and COC. In addition, Audrey Green and Dave LeBaron attended a conference and saw a model plan where we can put part-time career coaches into the high schools to meet with students and help them with options for higher education.
- ✓ She is serving on Vincent Devlahovich's dissertation committee at CSUN. He recently defended his first of 3 chapters and should finish within a 3-year time period. His subject is the impact of compressed collaborative learning in a field studies setting.
- ✓ On Thursday, August 25, the City is having a time capsule burying ceremony. Bruce Battle and Eric Harnish are working on putting some items in the capsule.
- ✓ Rebecca Shepherd's held a FLEX workshop on the Heroic Imagination Project. It's a great program to promote change and awareness. The presentation is on DVD if anyone wants to see it.
- ✓ She participated as a judge for this year's "40 under 40" awards. There were 70 people presented and the winners will be announced soon. Four COC employees were among the 70 including Jim Temple, Hsiawen Hull, Renee Marshall and Denee Pescarmona.

- ✓ She will attend a dinner organized by the Leaders of Character committee who are hosting a dinner at Salt Creek with alumni to welcome in this year's awardees – the Carmody's, the Fleming's and the Weste/McCarthy's.
- ✓ She, along with Ms. Fiero and Mr. Murray Wood, had a meeting with the President of Boston Scientific and two of his employees. They want to sponsor COC's women's conference again and are looking to grow their employee base, as well as collaborate with us in the future.
- ✓ She has a meeting with representatives from the SCV YMCA to talk about after school programming.
- ✓ Dr. Joe Schulman met with her to talk about working with elementary schools to do science and electronic workshops, similar to what we do with the arts. She introduced him to Dean Omar Torres, and they will be setting a meeting to further discuss Dr. Shulman's ideas.
- ✓ The Osher results have been posted and COC was #6 in the state as far as the percentage of reaching our goal.
- ✓ ACCJC (WASC) is hosting a workshop on our campus September 9 to train accreditation liaison officers. She was asked to provide a session and Dr. Gibbons and Dr. Moos will be helping as well.
- ✓ She showed some photos of the COC Foundation golf tournament, the i-CuE culinary fundraiser, and today's college ambassador's meet and greet.
- ✓ She read a thank you note sent from Skip Newhall to the College Ambassadors for helping him set up at his beer-tasting event at the i-CuE lunch.

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

There were none.

**Comments by the
Audience for Items Not on
the Agenda
(11.7)**

There were none.

**Requests/Recap of
Requests Made During
the Meeting By Board
Members to Have an Item
on a Future Agenda
(11.8)**

President Jenkins announced next meeting will be a Business Meeting on Wednesday, August 24, 2011. Closed Session will begin at 4:30pm, followed by Open Session at 6:00pm. There being no further business, the meeting was adjourned at 7:41 p.m.

**Announcement of Next
Meeting (08/24/11) and
Adjournment
(12)**


Mrs. Joan W. MacGregor, 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

August 24, 2011

