

Santa Clarita Community College District - Board of Trustees
Business Meeting Minutes
Wednesday, August 24, 2011
(Approved September 14, 2011)

Members present:

Michael Berger, Bruce Fortine, Michele Jenkins, Joan MacGregor, Scott Wilk, Nick Onyshko (Student Trustee).

Other Administrators present:

Dianne Van Hook, Mike Wilding, Floyd Moos, Sharlene Coleal, Diane Fiero, Barry Gribbons, Edel Alonso, Dena Maloney, Jim Schrage, Eric Harnish.

The meeting was called to order in HSLH-137 at 4:34 PM.

1. PRELIMINARY FUNCTIONS**1.1 Call to Order/Establishment of a Quorum - Public Comment on Closed Session Items**

The Board meeting was called to order at 4:34pm. The Board moved to Closed Session (HSLH-136). Those present in Closed Session were Berger, Fortine, Jenkins, MacGregor, Wilk, Coleal, Fiero, Gribbons, Schrage, Van Hook and Wilding.

2. CLOSED SESSION (HSLH-136)

2.1 Conference with Labor Negotiator - Part Time Faculty United - AFT

2.2 Conference with Labor Negotiator - CSEA

2.3 Conference with Labor Negotiator - COCFA

3. REPORT OUT FROM CLOSED SESSION / OPEN SESSION ORGANIZATIONAL ITEMS

The Board returned from Closed Session at 6:19pm. Ms. Jenkins announced no action had been taken.

3.1 Flag Salute

Ms. Jenkins asked Mr. Onyshko to lead the flag salute.

3.2 Approval of Agenda

Move approval of the agenda, with the additional information presented for the Personnel Schedule (Item 4.15).

Motion by Scott Wilk, second by Joan MacGregor.

Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Joan MacGregor, Scott Wilk

Aye: Student Opinion

3.3 Welcome to Guests/Recognition of Staff Representative(s)

Ms Jenkins welcomed those present and noted she had 2 Requests to Speak from the audience members, which would be addressed at the end of the meeting.

3.4 Approval of Minutes of August 10, 2011

Move approval of the minutes of August 10, 2011.

Motion by Joan MacGregor, second by Michael Berger.

Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Joan MacGregor, Scott Wilk

Aye: Student Opinion

3.5 Recognition / "Up Close and Personal" - Update on Skills4Success Initiative

Ms. Green and Ms. Pescarmona provided handouts and information about the Skills4Success Initiative, highlighting what new students experience with Cougar Days and the First Year Experience (FYE) program. Over 200 students participated in the program this year and they received wonderful feedback. They also discussed supplemental learning, retention and success rates, and curriculum changes that are in the works.

Ms. MacGregor noted the importance of emphasizing the joint areas between the college and the Hart District, especially at our Joint meetings.

4. CONSENT CALENDAR

The items on the Consent Calendar were approved by the Board:

4.1 IS - Approval of Resolution No. 2011/12-06: Awarding of Sole Source Contract for the Purchase of Emerging Technologies Lab Training Program Welding Equipment

4.2 IS - Approval of Agreement Between Santa Clarita Community College District and Butte College for the Statewide Economic and Workforce Development Program (EWDP) for Grant Year 2009-10

- 4.3 IS - Approval of Agreement Between Santa Clarita Community College District and Butte College for the Statewide Economic and Workforce Development Program (EWDP) for Grant Year 2010-11
- 4.4 IS - Ratification of Amendment #1 to Funding Agreement with Belli Foundation to Cover Costs Associated with "Rock the Rhythm: Beat the Odds" Event to be Held on May 18, 2012
- 4.5 SS - Approval of NSF CREATE Memorandum of Understanding (MOU) for New Sub-Award with College of the Desert
- 4.6 SS - Approval of Contract - Dr. Jean Sando, Outside Assessment Specialist - NSF CREATE
- 4.7 SS - Approval of Fall 2011 Intercollegiate Competitions
- 4.8 BS - Approval of Travel Authorizations Schedule T 11/12-4
- 4.9 BS - Approval of Fiscal Year 2011-2012 GANN Appropriations Limit
- 4.10 BS - Approval of Engagement Letter from Vavrinek, Trine, Day and Company LLP for an Instructional Service Agreement Review
- 4.11 BS - Approval of Authorization for Cash Loan - Unrestricted General Fund (Fund 11) to the PAC K-12 Arts Education Outreach Program Fund (Fund 57)
- 4.12 BS - Approval of Resolution No. 2011/2012-03: Certification of Signatures (District)
- 4.13 BS - Approval of Santa Clarita Community College District Memberships for Fiscal Year 2011-2012
- 4.14 PP - Approval of Notices of Completion for the Canyon Country Campus Cougar Way Modular Project
- 4.15 HR - Personnel Schedule - Academic, Classified and Management Personnel
- 4.16 HR - Educational Administrator Contract - Division Dean, Fine & Performing Arts
- 4.17 HR - Classified Administrator Contract - Temporary Administrator (Facilities Projects)
- 4.18 HR - Classified Administrator Contract - Part-time Administrator (Temporary - Public Information Office)
- 4.19 HR - Classified Administrator Contract Amendment - Interim Director, Student Health and Wellness Center
- 4.20 HR - Educational Administrator Contract Amendment - Division Dean, Humanities

Motion by Joan MacGregor, second by Bruce Fortine.

Final Resolution: Motion Carries

Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Joan MacGregor, Scott Wilk

Aye: Student Opinion

13.7 Comments by Members of the Audience on Any Item NOT ON THE AGENDA

The Board received two forms requesting permission to address the Board.

This item was moved forward by Ms. Jenkins. Four students from the Auto Technology program were present to address the Board. They each introduced themselves, and noted their appreciation to the District, Board members and Administration for the new Applied Technology Building at the Canyon Country Campus, and how much this new program and location will help them pursue their educational goals.

5. INSTRUCTIONAL SERVICES (IS) - See Consent Calendar.

6. STUDENT SERVICES (SS) - See Consent Calendar.

7. BUSINESS SERVICES (BS)

7.1 BS - Approval of Specialty Coffee and Food Service Agreement Between Santa Clarita Community College District and Plevco West Inc., dba Lamp Post Pizza

The agreement was made available at the Board meeting. Dr. Van Hook provided a brief summary of the activity leading up to the agreement presented to the Board, and Dr. Maloney expanded on the bid process and the work that was done to garner this successful contract.

Move to approve the agreement between the Santa Clarita Community College District and Plevco West, Inc., dba Lamp Post Pizza.

Motion by Joan MacGregor, second by Scott Wilk.

Final Resolution: Motion Carries

Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Joan MacGregor, Scott Wilk

Aye: Student Opinion

8. PHYSICAL PLANT, FACILITIES & CONSTRUCTION (PP) - See Consent Calendar.

9. HUMAN RESOURCES (HR) - See Consent Calendar.

10. INSTITUTIONAL DEVELOPMENT, TECHNOLOGY & ONLINE SERVICES (ID)

10.1 ID - Ratification of Memorandum of Understanding (MOU) Between Santa Clarita Community College District and Butte College for the Installation of a 100MB Internet Circuit between the Valencia Campus and Canyon Country Campuses

Move Ratification of MOU between Santa Clarita Community College District and Butte College for the installation of a 100Mbps Internet circuit between the Valencia and Canyon Country Campuses.

Motion by Joan MacGregor, second by Bruce Fortine.

Final Resolution: Motion Carries

Aye: Michael Berger, Bruce Fortine, Michele Jenkins, Joan MacGregor, Scott Wilk

Aye: Student Opinion

11. POLICIES and PROCEDURES (POL)- None.

12. GENERAL (GEN)

12.1 Update on Legislation, Regulations and Board of Governors' Activities/Consultation Items

Mr. Harnish distributed a new "*What They're Saying...*" and briefly summarized the information contained therein.

13. REPORTS

13.1 Academic Senate Report

- Dr. Alonso thanked the faculty for the many workshops that were coordinated for the FLEX week.
- SB1440 - She and the curriculum chair met with Audrey Green and Floyd Moos to set goals for this year, including transfer majors.
- The Senate has been charged with appointing faculty members to committees on campus, including ones for tenure process for the 9 faculty members currently eligible.
- SB292 - She expressed her support of this reciprocity bill to Dr. Van Hook, noting COC works hard to honor credits earned by students at other community colleges.
- SB940 - The COC Senate has communicated to the statewide senate requesting more information and an official position on this bill.

13.2 Classified Senate Report

- Ms. Mayer had nothing to report on behalf of the Classified Senate.
- She noted her appreciation to the Board, Administrators, staff and faculty who use Board Docs for their support in learning this new system. She added she has received many positive comments and emails about the program.

13.3 Other Organizational/Committee Reports

- Mr. Blakey noted COCFA had 80 people at their meeting last Friday.
- They have a new executive board (Nicole Lucy, Phylise Smith, Chris Ferguson) and representative council members (Regina Blasberg, Phylise Smith, Rebecca Edwards, Steve Dixon, Valerie Malinowski, Juan Buriel, Tracey Sherard, Joan Jacobson, Garreth Hooper, Kelly Burke, Vincent Devlahovich, Sydney Shanks, Marlene Demerjian, Isao Uesugi, Linda Crosby, Deanna Riveira, and Anne Marenco). Those who were present were recognized at the meeting.

13.4 Board Liaison Committee Member Reports

- Ms. MacGregor (as COC Liaison to the Foundation) noted she interviewed with Jill Mellady as part of the study they are doing with Foundation Board members. There has not been a Foundation meeting since the last Board meeting.
- Ms. Jenkins noted she and Mr. Berger had their budget meeting to review the standard items from the Fiscal Services department.

13.5 Chancellor's Report

Dr. Wilding, sitting in for Dr. Van Hook (who had left the meeting during Item 13.1) asked the administrators to provide updates:

Dr. Maloney:

- The fall semester is off to a great start at CCC.
- The ribbon cutting for the Applied Technology Center is Thursday at 5pm.

Mr. Schrage had nothing to report.

Ms. Fiero:

- Thanked everyone involved in making FLEX week such a success.

Dr. Gibbons:

- Dr. Daylene Meuschke will be having her 2nd child any day (or moment)!

Dr. Moos:

- We have 1400 sections being offered and are at a 95% capacity for classes.
- Commended the faculty for those who participated in the new faculty orientation held during FLEX, and noted he would like to drop in on classes this semester, as it is exhilarating to be in their classrooms.

Ms. Coleal:

- Ms. Grandgeorge, Ms. Haywood and she attended the budget workshop in the state Chancellor's Office last week. They will bring information to the September 14 Board meeting/Adopted Budget Workshop.
- Thanked the board for approving the Director, Fiscal Services.

Dr. Wilding:

- The first days of fall semester have gone smoothly.
- The Instruction Office moved classes to the afternoon hours and to the Canyon Country Campus, which seems to have made parking better.

13.6 Reports and/or Announcements by Board Members, Student Trustee and/or Staff on Meetings and Conferences Attended

Mr. Onyshko:

- Attended the Student Trustee conference in San Francisco, and it was a great networking opportunity.
- The ASG Welcome Back Barbeque will be August 30.
- Attended the Opening Day lunch.
- Met with Dr. Moos to discuss ASG helping financially to save classes.
- Is taking his first class at CCC and is looking forward to getting a different perspective.
- Will be attending the Ribbon Cutting event at CCC tomorrow.

Ms. MacGregor:

- Enjoyed Opening Day and participating in the entertainment, the lunch and talking with everyone.
- Thanked the faculty for making the time to participate in the FLEX Q&A with the Board.

Mr. Berger:

- Thanked Ms. Kari Soffa and Ms. Allison Devlin for their efforts in putting together the entertainment for Opening Day, as well as all participants.

Ms. Jenkins:

- Opening Day was great.
- Enjoyed participating in the FLEX Q&A session with the Board. She has worked on compiling the notes from the session to forward to the administration and looks forward to making progress on some of the items.
- Participated in COCFA endorsement interviews, and is disappointed COCFA has chosen not to endorse her, even though she is running unopposed.

Mr. Fortine:

- Participated in a teleconference meeting held in the UCEN for "Building Communities with Lean Resources" which was going on in a hotel in Los Angeles with a good keynote speaker.
- Attended two lunches - the VIA lunch and Opening Day at COC.
- Thanked the faculty for participating in the Q&A with the Board FLEX workshop.
- He and his wife sit on the executive board of the Leukemia/Lymphoma committee, and they attended the kick-off event in support of the team from the COC nursing department.

Mr. Wilk:

- Opening Day festivities were fun.
- Participated in COCFA interviews and appreciated the frank interview.
- Appreciated everyone who came to the FLEX Q&A workshop. It has come a long way over the years and has a good exchange of ideas. He reiterated a prior request to bring a consultant in to look at the way we are communicating to help make it better.

13.8 New/Recap of Requests Made During the Meeting by Board Members (to have an item placed on a future agenda)

Mr. Wilk reiterated his request from a year or two ago to have a discussion on the merits of bringing in an outside consultant to look at communication within the organization.

14. ANNOUNCEMENT OF NEXT MEETING/ADJOURNMENT

**14.1 Next Regular Meeting - Wednesday, September 14, 2011 - Business Meeting/Adopted Budget Workshop - 4:30pm
Closed Session, 6:00 pm Open Session, Hasley Hall 137.**

There being no further business, the meeting was adjourned at 7:24pm.