

SANTA CLARITA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

BUDGET STUDY SESSION AND BUSINESS MEETING
WEDNESDAY, OCTOBER 10, 2007
MINUTES

The Business Meeting of the Board of Trustees of the Santa Clarita Community College District was called to order on Wednesday, October 10, 2007, by President Michele Jenkins, in the Staff Dining Room (S-132), Student Center, College of the Canyons, 26455 Rockwell Canyon Road, Santa Clarita, California.

Members Present: Mr. Bruce D. Fortine
Mrs. Michele R. Jenkins
Mrs. Joan W. MacGregor
Mr. Ernest L. Tichenor
Mr. Scott Thomas Wilk
Mr. Steven Vanover, Student Trustee (departed 7:51 pm)

Others Present: Dr. Michael Wilding, Assistant Superintendent/VP, Student Services
Dr. Mitjl Capet, Assistant Superintendent/Vice President, Instruction
Dr. Barry Gribbons, Assistant Superintendent/VP, Institutional Development, Technology & Online Services (departed, 6:30 pm)
Mr. Michael Dermody, President, Academic Senate
Ms. Lynne Mayer, Administrative Assistant/Classified Coordinating Council

Special Presenter: Mr. Jim Wolf – Director, Biotechnology Program

President Jenkins declared a quorum and called the meeting to order at 5:00 p.m.
The Board moved to Closed Session in Private Dining Room #1, Student Center.

**Quorum Established
(1.1)**

The Board discussed the following items:

- 1.2a 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)
- 1.2b Discussion of Denial of Claim
Keenan & Associates Claim No. 4501-08-00001-01-02
Santa Clarita Community College District
(pursuant to Government Code §54956.95(a))

**Closed Session
(1.2)**

Those present in Closed Session were Capet, Fortine, Gribbons, Jenkins, MacGregor, Tichenor, Wilding and Wilk.

The Board returned to Open Session in the Staff Dining Room (S-132) at 6:35 p.m.
President Jenkins announced the Board took no action in Closed Session.

President Jenkins asked Mr. Vanover to lead the flag salute.

**Flag Salute
(1.3)**

President Jenkins welcomed all present and invited members of the audience desiring to address the Board to so indicate and they would be recognized. She asked the members of the audience to introduce themselves. She noted that Dr. Van Hook and Ms. Fiero are attending the NCSPOD conference in Buffalo, NY, and Ms. Coleal is on vacation.

**Welcome Guests
(1.4)**

The Board moved approval of the Agenda for the meeting (with the additional information presented for Item 7.1).

**Approval of Agenda
(1.5)**

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

Mr. Jim Wolf discussed the Biotechnology program at COC. He provided an overview of this department, including their curriculum, workforce development, internships, outreach, and their plans for the future of the program. Handouts were distributed by Mr. Wolf which are hereby made a part of these minutes as if fully set forth herein.

**Recognition/Up Close
(1.6)**

Ms. MacGregor removed items 4.2, 4.3, and 6.7 for separate approval. The Board moved approval of the Consent Calendar (with the additional information presented for Item 7.1) as noted below:

**Consent Calendar
(2)**

- 3.1 Approval of Contract Between Santa Clarita Community College District and *All Celebrity Travel* for Educational Travel, Winter Session 2008
- 4.1 Approval of Agreement Between Santa Clarita Community College District and Los Angeles County Office of Education (LACOE) for Medical Billing Technologies, Inc.
- 5.1 Approval of Purchase Order Schedule PO 07/08-03
- 5.2 Approval of Travel Authorizations Schedule T 07/08-4
- 5.3 Denial of Claim for Damages – Keenan & Associates Claim #4501-08-00001-01-02
- 5.4 Approval of Annual Financial and Budget Report CCFS311 for Actual Year 2006-2007 and Budget Year 2007-2008
- 6.1 Approval of Notices of Completion for Laboratory Expansion Construction Project (Aliso Hall/Laboratory)
- 6.2 Approval of Contract with Digital Telecommunications Corporation for Emergency Notification System
- 6.3 Approval of Change Orders for Laboratory Expansion Construction Project (Aliso Hall/Laboratory)
- 6.4 Approval of Change Orders for Canyon Country Campus Construction Project
- 6.5 Approval of Change Orders for Chemistry Lab Remodel Project (Boykin Hall)
- 6.6 Approval of Service Maintenance Agreement for Water Treatment Services (Water in Motion)
- 7.1 Approval of Personnel Schedule PERS 2007/2008-06
- 8.1 Approval of Renewal of Maintenance Agreement Between Santa Clarita Community College District and Central Visual Information Systems, Inc. (CVIS)

Motion: MacGregor Second: Tichenor Record of Board Vote: 5-0
Student Trustee: Aye

Ms. MacGregor removed items 4.2, 4.3 and 6.7 from the Consent Calendar for separate approval. There was a brief question and answer period with Mr. Jim Schrage (Item 4.2, 4.3 and 6.7) and Mr. Chuck Lyon (item 6.7). The Board moved approval of the items removed from the Consent Calendar for separate approval.

**Item Removed from the
Consent Calendar
(Items 4.2, 4.3, and 6.7)**

- 4.2 Approval of Construction Contract for Health Center Remodel Project
- 4.3 Approval of Construction Contract for Student Center (Room S-114) Remodel Project
- 6.7 Approval of Contracts for Renovation of Baseball and Softball Fields

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

The Board moved Approval of Payments for Supplemental Services for Full-Time and Adjunct Faculty; Information on Full-Time Faculty Reassigned Time, Overload and Extra Session Payments to Date.

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

**Approval of Payments for Supplemental Services for Full-Time and Adjunct Faculty; Information on Full-Time Faculty Reassigned Time, Overload and Extra Session Payments to Date
(3.2)**

The Board moved Approval of Contract for the Classroom/High Tech Center Construction Project (Hasley Hall) for Fire Alarm System.

Motion: MacGregor Second: Tichenor Record of Board Vote: 5-0
Student Trustee: Aye

**Approval of Contract for the Classroom/High Tech Center Construction Project (Hasley Hall) for Fire Alarm System
(6.8)**

The Board moved Approval of Classified Administrator Employment Contract for Grant Writer (Ms. Elana Edelstein).

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

**Approval of Classified Administrator Employment Contract for Grant Writer
(7.2)**

The Board moved Approval of Classified Administrator Employment Contract for Assistant Director, Small Business Development Center (Ms. Catherine Grooms).

Motion: Tichenor Second: Fortine Record of Board Vote: 5-0
Student Trustee: Aye

**Approval of Classified Administrator Employment Contract for Assistant Director, Small Business Development Center
(7.3)**

Dr. Wilding noted that:

- ✓ A legislative alert on SB 832 was just released (College Textbook Affordability Act). He distributed information to the Board as the CCLC is asking for Board members' help in getting letters to the Governor and their staff in support of this bill.
- ✓ He found a comprehensive explanation about the Community College Initiative which will be on the February ballot. He distributed the handout to the Board for their information. There was a brief discussion about this initiative.

**Update on Legislation
(10.1)**

Mr. Dermody noted that:

- ✓ Dates have been set for the Academic Staffing Committee and they hope to have these new positions as a part of the January Job Fair.
- ✓ Tomorrow's meeting of the Academic Senate has been canceled. They continue with online evaluations of faculty by students.
- ✓ The Chancellor's Office is giving Districts the opportunity to approve stand-alone courses without first getting the Chancellor's Office approval.
- ✓ The next Scholarly presentation is on Sustainable Development. It will be held on November 20th in the PAC.

**Academic Senate Report
(11.1)**

Ms. Mayer had nothing to report.

**Classified Coordinating Council Report
(11.2)**

Mr. Vanover reported that:

- ✓ The ASG Officers are looking forward to the Joint Board meeting.
- ✓ He attended the lunch with Senator Feinstein yesterday and was introduced to the Senator by Ms. Jenkins.

**Supt-President's
Report
(11.3)**

Dr. Gribbons had already departed the meeting. Ms. Fiero and Ms. Coleal were not present at the meeting.

Dr. Capet had nothing to report.

Dr. Wilding added that:

- ✓ Major Quest was held yesterday, and was sponsored by the Student Development department, who did a great job. It was well attended by our students.
- ✓ October 17th is our next Job and Career Fair on campus from 11-3pm.
- ✓ There is some Emergency Preparedness work being done. He, along with Mike Joslin and Tammy Castor, attended a threat assessment workshop last week.

On Dr. Van Hook's behalf, Dr. Wilding noted that:

- ✓ Mr. Schrage had an announcement to make. Mr. Schrage noted that earlier today, we received our large supply container from the Red Cross, which, in the event of an emergency, could take care of 300 community people for 3 days.
- ✓ We had a wonderful event at the Canyon Country Campus (CCC) for the Grand Opening on October 6th. He provided a slide show of photos, which were taken last Saturday. The event offered tours, classroom presentations, great entertainment, living history characters, good food, and lots of new faces who came to see our new campus.

Mr. Wilk added that:

- ✓ He enjoyed the Canyon Country Campus Grand Opening.
- ✓ He was thrilled to be at the COC football game against West LA where two new school records were set.
- ✓ He participated as a volunteer at the Hospital's "Run for the Health of It!" 5k event.
- ✓ He attended SCV College Day, and noted it was very well-organized.

**Reports by Student
Trustee, Staff
Members, and Board
Members
(11.4)**

Mr. Fortine noted that he attended:

- ✓ The CCC grand opening event.
- ✓ A special reception afterwards, which was enjoyable and fun to see many old friends.
- ✓ Cameron Smyth's opening of his new office.
- ✓ The Canyon Theatre Guild's "Under the Tuscan Moon" event.
- ✓ SCV College Day/Transfer Day
- ✓ The Alumni & Friends BBQ in Cougar Den.
- ✓ The Cal Arts groundbreaking for their new music pavilion.
- ✓ The Entrepreneur's Conference held in the PAC. The speakers were excellent.
- ✓ A meeting with the Sustainable Development Committee, which is made up of faculty, staff and students. As Mr. Fortine is the new chair of the Environmental Committee for the Chamber, they attended the first meeting. He had them present a report at the meeting. As a result, Mr. Fortine attended one of the sustainable development committee's meetings and discussed their plans and ideas for this campus.
- ✓ The lunch with Senator Feinstein at the Hyatt.
- ✓ An event hosted by Bill and Cathy Kennedy at Hart Park, and John Boston provided a history lesson to the group.

Ms. MacGregor noted that:

- ✓ She was sorry she could not make it to the grand opening event. She thanked Dr. Maloney and Mr. Schrage for all their work to make it such a wonderful place.
- ✓ She thanked PIO for their work in getting the billboard up on the corner of Sierra Highway and Soledad Canyon Road, through a partnership with Pardee Homes. She hoped that such a partnership with Pardee would open the doors for other similar partnerships.
- ✓ She attended the lunch with Senator Feinstein.

Mr. Tichenor added that he:

- ✓ Offered his apologies that he was not able to return from his class in Bakersfield last Saturday in time to attend the Grand Opening celebration.
- ✓ Attended the Alumni & Friends BBQ.
- ✓ Attended the lunch with Senator Feinstein.

Ms. Jenkins added that:

- ✓ She attended the lunch with Senator Feinstein.
- ✓ She appreciated and thanked Mr. Vanover for attending as well.
- ✓ Her thanks were extended to Sue Bozman for getting the information out about the cost of the development and the property to the public.

None.

The following requests were noted:

- ✓ A summary of the costs involved in the Canyon Country Campus.

President Jenkins announced the next meeting will be held on Wednesday, October 24th. This will be a Joint Meeting with the ASG Officers and will begin at 2:30pm in the Staff Dining Room. Business items will be held at the end of the meeting.

There being no further business, the meeting was adjourned at 7:56 p.m.

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

**Comments by the
Audience for Items Not
on the Agenda
(11.5)**

**Requests/Recap of
Requests Made During
the Meeting By Board
Members to Have an
Item on a Future
Agenda
(11.6)**

**Announcement of Next
Meeting (10/24/07) and
Adjournment
(12)**

Mrs. Joan W. MacGregor, Clerk
Board of Trustees
Santa Clarita Community College District

Dr. Dianne Van Hook
Superintendent-President
College of the Canyons

Entered in the proceedings of the District _____