

**Board of Trustees Minutes – Business Meeting
November 10, 2010**

2010/11 - 45

Mr. Wilk welcomed all present to the meeting and invited anyone wishing to address the Board to do so and they would be recognized.

**Welcome Guests
(1.5)**

The Board moved approval of the minutes from 10/13/10 (as amended, language removed from Item 5.7) and 10/27/10, (as amended for a typo on page one).

**Approval of Minutes
(10/13/10 and 10/27/10)
(1.6)**

10/13/10 - Motion: Berger Second: Fortine Record of Vote: 4-0-1
Abstain: MacGregor
Student Trustee: Aye

10/27/10 - Motion: MacGregor Second: Berger Record of Vote: 4-0-1
Abstain: Fortine
Student Trustee: Aye

Mr. Wilk read and presented a Resolution to Mr. Larry Mankin, former CEO, SCV Chamber of Commerce. The Board members and Dr. Van Hook thanked him for his years of service to our community and his ability to promote COC as well. Mr. Mankin noted he was truly touched by the recognition and that he enjoyed working in the Santa Clarita Valley and especially the people at College of the Canyons.

**Recognition / Up Close
and Personal
(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 New and Modified Courses and Programs
- 3.2 Ratification of Renewal of Membership to the ACME Network by Santa Clarita Community College District for Use by Animation/MEA Department
- 3.3 Approval of Renewal of Contracts Between Santa Clarita Community College District and Health Care Facilities and Agencies for Allied Health Programs (Kaiser and Specialty Labs)
- 5.1 Approval of Purchase Order Schedule PO 10/11-4
- 5.2 Approval of Travel Authorizations Schedule T 10/11-9
- 5.3 Approval of Quarterly Financial Status Report: Quarter Ended September 30, 2010
- 5.4 Approval of Issuance of Additional District American Express Corporate Card
- 6.1 Approval of Addendum #01 for Roofing Repairs for Seco Hall (Tecta America Southern California, Inc.)
- 6.2 Approval of Addendum #01 for Site Improvements, South Campus Landscaping Project, Valencia Campus (Martinez Landscape Co., Inc.)
- 6.3 Approval of Correction of Award of Contract for the Del Valle Regional Training Center (Burn Tower)
- 6.4 Approval of Contract for Modernization Project at the Canyon Country Campus (Mesa Engineering)
- 6.5 Approval of Contract for Erosion Control Project at the Canyon Country Campus (Calex Engineering)
- 6.6 Approval of Contract for Site Improvements, Plant and Tree Planting at the Valencia and Canyon Country Campuses (Sierra Construction)
- 6.7 Approval of Contract for University Center Tenant Improvement Project, Business Services Remodel (Sierra Construction)
- 7.1 Approval of Personnel Schedule PERS 2010/2011-08
- 8.1 Approval of Surplus District Property Other than Land Under Board Policy 6550 (Computers & Audio/Visual Equipment)
- 10.1 Approval of Amendment #1 to University Center Educational Program Agreement Between the Santa Clarita Community College District and California State University, Northridge

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

**Board of Trustees Minutes – Business Meeting
November 10, 2010**

2010/11 - 46

Items 6.8 through 6.12 were moved forward on the agenda by Mr. Wilk.

The Board moved Approval of Change Orders #03 and #04 for Modernization Project, Campus Fiber Upgrade Project.

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

**Approval of Change
Orders #03 and #04 for
Modernization Project,
Campus Fiber Upgrade
Project
(6.8)**

The Board moved to ratify of Addendum #12 to the Design/Build Contract for the Mentry Hall Expansion Project (Klassen Corporation).

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

**Ratification of
Addendum #12 to the
Design/Build Contract
for the Mentry Hall
Expansion Project
(Klassen Corporation)
(6.9)**

The Board moved Approval of Contract for Geotechnical Services for the Library Addition Construction Project (SubSurface Designs, Inc.).

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

**Approval of Contract
for Geotechnical
Services for the Library
Addition Construction
Project (SubSurface
Designs, Inc.)
(6.10)**

The Board moved Approval of Contract for Labor Compliance Services for the Library Addition Construction Project (The Solis Group).

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

**Approval of Contract
for Labor Compliance
Services for the Library
Addition Construction
Project (The Solis
Group)
(6.11)**

The Board moved Approval of Contract for DSA Inspection Services for the Library Addition Construction Project (Frederick E. Little, Independent Contractor).

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

**Approval of Contract
for DSA Inspection
Services for the Library
Addition Construction
Project (Frederick E.
Little, Independent
Contractor)
(6.12)**

Dr. Van Hook noted Mr. Schrage and the COC Hockey team won the "Clash in the Corn" Tournament in Iowa last weekend. She noted he is making a big difference in the lives of students and bringing great notoriety for COC. Mr. Schrage thanked the Instruction and Fiscal Services Offices for their help, in particular Ms. Kari Soffa and Ms. Janine Martinez. Mr. Schrage departed the meeting at this time.

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 2010-2011.

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

**Approval of Payments
for Supplementary
Services for Full-Time
Faculty: Information on
Full-Time Faculty
Reassigned Time,
Overload and Extra
Session Payments to
Date 2010-2011
(3.4)**

**Board of Trustees Minutes – Business Meeting
November 10, 2010**

2010/11 - 47

The Board moved Approval of the Award of Contracts for the Mentry Hall Remodel Construction Project (Equipment and Technology Improvements).

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

**Approval of Award of
Contracts for the
Mentry Hall Remodel
Construction Project
(Equipment/Technology
Improvements)
(3.5)**

The Board moved Approval of Agreement Between the Santa Clarita Community College District and Pharmavite (ETI).

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

**Approval of Agreement
Between the Santa
Clarita Community
College District and
Pharmavite (ETI)
(3.6)**

Dr. Edel Alonso and Ms. Ann Lowe provided the Board with an Update on Curriculum Development at COC via a PowerPoint presentation. There was a question and answer period following their presentation, which is hereby made a part of these minutes as if fully set forth herein.

**Update on Curriculum
Development
(3.7)**

The Board moved Approval of Professional Services Agreement Between Santa Clarita Community College District and Mr. Dennis Faber as a Consultant for the NSF CREATE Renewable Energy Center.

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

**Approval of Profes-
sional Services Agreement
Between SCCCD and
Mr. Dennis Faber as a
Consultant for the NSF
CREATE Renewable
Energy Center
(4.1)**

At 4:43 pm, Mr. Wilk opened the Public Hearing of the Santa Clarita Community College District Contract Re-Opener Proposal with the College of the Canyons Faculty Association's (COCFA) CTA/NEA for 2010/2011. Hearing no comments from the public, the hearing was closed.

**Public Hearing of the
SCCCD Contract Re-
Opener Proposal with
COCFA CTA/NEA for
2010/2011
(7.2)**

The Board moved Adoption of Santa Clarita Community College District's Contract Re-Opener Proposal with the College of the Canyons Faculty Association's (COCFA) CTA/NEA for 2010/2011.

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

**Adoption of SCCCD's
Contract Re-Opener
Proposal with COCFA
CTA/NEA for 2010/2011
(7.3)**

Ms. Fiero provided a brief overview about this plan to the Board, and answered a few questions. The Board moved Adoption of the Santa Clarita Community College District Equal Employment Opportunity Plan.

**Adoption of the SCCCD
Equal Employment
Opportunity Plan
(7.4)**

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

Dr's Van Hook and Wilding both made brief comments about the policy being presented. The Board moved Approval of Board Policy 4300 – Field Trips, First Reading.

**Approval of Board
Policy 4300 – Field
Trips, First Reading
(9.1)**

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

**Board of Trustees Minutes – Business Meeting
November 10, 2010**

2010/11 - 48

Dr. Van Hook noted some of these changes must be made by December 31, per a requirement by the L.A. County Board of Supervisors. The Board moved Approval of Revisions to Conflict of Interest Policy BP 3850 (formerly BP 2710), First Reading.

Approval of Revisions to Conflict of Interest Policy BP 3850 (formerly BP 2710), First Reading (9.2)

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

Dr. Van Hook distributed a "What They're Saying...", written by Mr. Harnish, and briefly highlighted the items included in the handout, including. She noted the Board of Governors met at El Camino College and unveiled their State and Federal Legislative program, which included information on e-Transcripts for students, a centrally delivered student common assessment, ways to address the property tax backfill, a continuous appropriations funding mechanism and a federal program to support community college financial aid.

Update on Legislation (10.2)

Dr. Alonso noted that:

- She will be attending the State Senate's Plenary session in Anaheim.
- SB 1440 has a deadline of fall 2011 to develop transfer majors. Last week she received the transfer model curriculum in 5 areas, and we found that in 3 of the 5 models, COC's curriculum matches the model curriculum being suggested.
- The state Senate is looking at SB1143 that established a task force for the Board of Governors to examine best practices and develop a plan to improve student success. COC's Academic Senate will be watching this carefully until the deadline of March 1, 2012.

Academic Senate Report (11.1)

On the Classified Senate's behalf, Ms. Mayer noted the Annual Arts and Crafts fair held last weekend had 30 vendors. They garnered \$1,350, of which 25% (\$337.50) was donated to the Michael Hoefflin Foundation.

Classified Senate Report (11.2)

There was no report made.

Other Organization/Committee Reports (11.3)

Mr. Wilk (Board Liaison member for the COC Foundation) noted that the Foundation Board will be meeting next week.

Board Liaison Committee Member Report (11.4)

Ms. MacGregor noted she serves on the Scholarly Presentation Committee, adding that tonight's presentation will be wonderful and she encouraged everyone to attend.

Chancellor's Report (11.5)

Mr. McElwain announced that:

- "Save the Date" announcements for the Women's Conference on April 9, 2011 will be sent out in December. Ms. Lisa Shannon (author) has been confirmed as the keynote speaker and will discuss her adventures in the Congo.
- The culinary arts program is hosting their annual advanced pie purchase.

Dr. Maloney noted that:

- Next Tuesday, the first walls will be lifted into place on the Applied Technology Building at the CCC. Everyone is invited to attend. Meet in Parking Lot #2 for bagels and coffee beginning at 8:00am, prior to the 8:30 wall-raising.
- With Mr. Fortine's help, she has talked to an expert in the cell tower industry. They discussed the considerations that cell phone service providers look at when they install towers, and he provided good suggestions about how to move forward.
- CACT is working with the aerospace/defense coalition on an employer's survey to respond to their training needs. It will go out to members of the committee, which is approximately 60 companies. Data will be used to help plan future programming.

- Mr. Pete Bellas attended a community college and WIB meeting, which was the first time they've invited colleges to this meeting.
- The Signal has invited our Economic Division to submit a monthly article on business related information.

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

Dr. Van Hook thanked the City Council for their help in impacting the Workforce Investment Board, as they sent letters to our Congressman and the WIB supervisor on our behalf. The WIB now has a new director, and we look forward to establishing mutually beneficial efforts with them.

Ms. Fiero noted that:

- The keynote speaker for the Women's Conference is someone who started the grassroots organization to support women in the Congo. We also plan to spotlight non-profit organizations in our valley at the conference.
- We had a great Halloween party on both campuses. Financial Aid won the departmental trophy.
- The COC Holiday party will be held on December 8th in the East PE gym.

Dr. Wilding had no report.

Dr. Gribbons added that:

- American College started their programs this week in the UCEN.
- We are now turning our focus towards UCLA Extension's Fitness Training program and their Non-profit Leadership program.

Dr. Capet noted that:

- As a matter of follow-up, he met with the Hart District Superintendent and they are planning to bring all the counselors from Hart to COC to talk about Career Technical Education and counseling for this.
- After the Joint Board meeting with ASG, they have plans to put together a task force to look at the idea of a College Hour.

Ms. Coleal noted:

- Fiscal Services completed the 2009/10 audit wrap up. The final report will follow in January. PAC-B meetings for the 2011/12 budget begin next week.
- She and Ms. Grandgeorge attended the ACBO conference. They heard the state Chancellor's Office's presentation, and received the updated information on the final state budget.

Dr. Van Hook noted that:

- The National Career Development week will be held next week. Our Career Services department does a great job reaching out to help people prepare for their futures in many different ways.
- Dr. Gribbons participated in the Rotary's 100-mile bike ride held last Saturday. Dr. Gribbons noted Mr. Berger also rode in the event.
- On December 9 we will host an HR forum, which came out of our Workforce Development team. It is designed to get input from local businesses about the skills they need relative to our fast-track institute. The event will be held from 7:30-11am. There is no charge.
- Members of MAC traveled to the Del Valle training center for a tour.
- Mr. Yasser Issa is working with Dr. Wilding, Ms. Fiero and Dr. Gribbons to launch the Volunteer Bureau. It will be an opportunity for our own departments to identify places where they need volunteers and/or extra help where we might otherwise not be able to provide to our students. It will be launched in December so that local community members can also apply.
- The groundbreaking for the Library Expansion is November 16.
- Mr. John Carlson and Mr. John Hoskinson are co-chairing the Foundation Resource Council and they have a committee of 10!

**Board of Trustees Minutes – Business Meeting
November 10, 2010**

2010/11 - 50

- She and Ms. Jenkins attended the memorial service for Bill Broyles yesterday. She learned he had adopted 2 children many years ago. At the service, she spoke about his support over the last 20 years to her and the District.
- The Single Mothers Outreach cocktail reception and recognition of 24 women in the SCV will be held from 5-8pm in the UCEN on November 13. Diane Ayres, Diane Stewart, Michele Jenkins and Jill Mellady will be recognized.

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

Mr. Onyshko announced that:

- He joined Ms. MacGregor at Canyon High School for the presentations she was making about COC.
- He recently had lunch with Mr. Wilk.
- The ASG will host an International Day on November 16, and the Board members and administrators are invited to attend.
- The Veteran's Day memorial is set up at both campuses (A-building and Amphitheatre).
- He enjoyed the opportunity to represent Rotary at the UN days in New York.

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

Ms. MacGregor announced that:

- She was invited to speak about COC at 3 junior high AVID classes and 5 classes at Canyon HS. She thanked Ms. Leslie Carr for her help in putting together over 250 packets for these presentations. She noted Ms. Marlene Demerjian was with her one day and talked about the importance of taking 4 years of math during high school. She enjoyed having Mr. Onyshko with her as well.
- She attended the Zonta Roast honoring Wayne Crawford.
- She attended the Alumni & Friends barbeque dinner last weekend.

Ms. Jenkins noted that:

- She also attended the Zonta Dinner and the Alumni & Friends barbeque.
- She was glad to have attended Bill Broyles' memorial service. He was a Board member who would always listen carefully to what someone had to say, and was a member of the Board when Dr. Van Hook was hired.

Mr. Fortine added that he:

- Was invited as a business member to participate in a career pathways event held in the UCEN.
- Attended the Alumni & Friends dinner, the Zonta dinner, and the COC Foundation Resource Council event.
- Received a call from former Board member Ernie Moreno, who is now President at East LA College. He sends his best to everyone.

Mr. Berger added that:

- He attended "Afternoon with the Professors" where Ms. Cindy Stevens talked about biking across America.
- He congratulated Dr. Gribbons for finishing the century ride, and added that he always represents Rotary and the College in a tremendous way.
- He went to the Star Party at the Canyon Country Campus. They had two fabulous speakers, and it was very well done.
- The Holiday Arts and Crafts Fair was great with very diverse vendors and people.
- The Zonta Dinner was great.

Mr. Wilk had nothing additional to report.

There were none.

**Comments by Members
of the Audience on Any
Item Not on the Agenda
(11.7)**

**Board of Trustees Minutes – Business Meeting
November 10, 2010**

2010/11 - 51

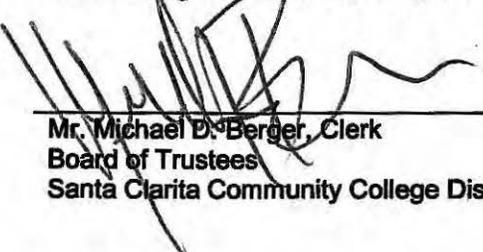
There were none made.

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

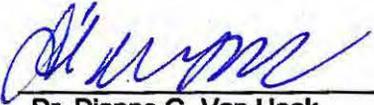
Mr. Wilk announced the next meeting will be held on Wednesday, December 8, 2010 and will be an Organizational/Business Meeting. Closed session is scheduled to start at 4:30pm, with Open Session starting at 6:00 pm.

**Announcement of Next
Meeting (12/08/10) and
Adjournment
(12)**

There being no further business, the meeting was adjourned at 5:47 pm.



Mr. Michael D. Berger, 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 December 8, 2010