

SANTA CLARITA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

BUSINESS MEETING
WEDNESDAY, FEBRUARY 9, 2011
MINUTES

The Business Meeting of the Board of Trustees of the Santa Clarita Community College District was called to order on Wednesday, January 19, 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
 Ms. Audrey Green, Associate Vice President, Academic Affairs
 Dr. Edel Alonso, President, Academic Senate
 Ms. Lynne Mayer, Administrative Assistant to the Chancellor and the Board of Trustees

Special Presenters and Others Present: Ms. Susan Crowther, Director, MESA, and Students from the MESA program
 Mr. Jim Schrage, Vice President, Facilities Planning, Operations, and Construction
 Mr. John McElwain, VP, District Communication, Marketing & External Relations
 Dr. Dena Maloney, VP, Canyon Country Campus and Economic Development
 Mr. Chris Blakey, President, COCFA

President Jenkins declared a quorum and called the meeting to order at 4:30 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 Student Expulsion Hearing (*pursuant to Education Code §48918*)
- 1.2b Conference with Labor Negotiators (*pursuant to Government Code §54957.6*)
 Santa Clarita Community College District Representative: Dr. Dianne Van Hook
 All Unrepresented Employees
- 1.2c Conference with Labor Negotiator (*pursuant to Government Code §54957.6*)
 Santa Clarita Community College District Representative: Ms. Diane Fiero
 Confidential Classified Employees
- 1.2d Liability Claims (*pursuant to Government Code §54956.95*)
 Claimant: Mr. Jason O'Keefe
 Agency Claimed Against: Santa Clarita Community College District

Those present in Closed Session were Berger, Coleal, Fiero, Fortine, Jenkins, MacGregor, Schrage, Van Hook, Wilding and Wilk.

The Board returned to Open Session at 6:10 p.m. and Ms. Jenkins announced no action had been taken in Closed Session.

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Ms. Jenkins announced the Board took action in Closed Session to expel a student (ID# 0155794). The vote for expulsion was taken by roll call vote:
Berger – Yes; MacGregor – Yes; Wilk – Yes; Fortine – Yes; Jenkins – Yes
VOTE: 5-0

**Report of Closed Session
Action
(1.3)**

Ms. Jenkins announced the Board also took action on Item 1.2d, resulting in a liability claim for a settlement in the amount of \$2,000 for Mr. Jason O'Keefe.

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

**Flag Salute
(1.4)**

The Board moved approval of the agenda with the additional information presented for Item 7.1. and the bid results for Item 10.2.

**Approval of Agenda
(1.5)**

Motion: MacGregor Second: Berger 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
(1.6)**

The Board approved the minutes of January 19, 2011.

**Approval of Minutes
(01/19/11)
(1.7)**

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

Ms. Crowther was present to provide an overview of the MESA program and the STEM Initiatives and programs. The five students she invited introduced themselves. Ms. Crowther distributed a handout (made a part of these minutes) and provided an overview of the MESA and STEM programs from inception to what they have accomplished over the years.

**Recognition/Up Close
(1.8)**

Mr. Wilk asked that Item 5.2 be removed for separate approval. The Board moved approval of the Consent Calendar and the additional information provided for Item 7.1 and noted the settlement claim for \$2,000 on Item 5.4.

**Consent Calendar
(2)**

- 3.1 Approval of Contract Between Santa Clarita Community College District and *EFSI, Inc.* for Educational Travel, Summer Session 2011 (Alaska)
- 3.2 Approval of Agreement Between Santa Clarita Community College District and ITT Aerospace (ETI Training)
- 5.1 Approval of Purchase Order Scheduled PO 10/11-7
- 5.3 Approval of Quarterly Financial Status Report: Quarter Ended December 31, 2010
- 5.4 Approval of Settlement of Claim: Jason O'Keefe versus the Santa Clarita Community College District
- 6.1 Approval of Notice of Completion for South Campus Landscaping Project, Valencia Campus (Martinez Landscape Co., Inc.)
- 6.2 Approval of Contract for Signage for the Applied Technology Education Center at the Canyon Country Campus (Graphicline)
- 6.3 Approval of Contract for Boykin Hall Furnace Replacement Scheduled Maintenance Project (R.T. Enterprizes)
- 7.1 Approval of Personnel Schedule PERS 2010/11-11
- 7.2 Approval of Plan Revisions with Public Agency Retirement System (PARS) for Supplemental Employee Retirement Plan (SERP) for Administrative Employees

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

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The Board moved Approval of Audit Engagement Letter from Vavrinek, Trine, Day & Co., LLP, for Annual College of the Canyons Foundation Audit for the Fiscal Year Ending June 30, 2011.

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

**Approval of Audit Engagement Letter from Vavrinek, Trine, Day & Co., LLP, for Annual COC Foundation Audit for the Fiscal Year Ending June 30, 2011
(5.6)**

The Board moved Approval of Audit Engagement Letter from Vavrinek, Trine, Day & Co., LLP for Annual District Audit for the Years Ending June 30, 2011, 2012, and 2013.

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

**Approval of Audit Engagement Letter from Vavrinek, Trine, Day & Co., LLP for Annual District Audit for the Years Ending June 30, 2011, 2012, and 2013
(5.7)**

The Board was presented with the Financial Report – Month Ending December 31, 2010 as information.

**Financial Report – Month Ending 12/31/10
(5.8)**

The Board moved Approval of Addendum #02 to the Executive Architect Contract for the Library Addition Construction Project (PBWS Architects).

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

**Approval of Addendum #02 to the Executive Architect Contract for the Library Addition Construction Project (PBWS Architects)
(6.4)**

The Board moved Approval of Addenda #13 and #14 to the Design/Build Contract for the Mentry Hall Expansion Project (Klassen Corporation).

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

**Approval of Addenda #13 and #14 to the Design/Build Contract for the Mentry Hall Expansion Project (Klassen Corporation)
(6.5)**

The bid results were presented at the meeting for this item. The Board moved Approval of Award of Contracts for Fluid Dynamics, Strength of Materials, and Materials Science Engineering Labs Equipment in the University Center.

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

**Approval of Award of Contracts for Fluid Dynamics, Strength of Materials, and Materials Science Engineering Labs Equipment in the University Center
(10.1)**

The Board moved Approval of Appointment of New Members to the Measure "M" Citizens' Oversight Committee, Effective March 24, 2011 for Mr. John Hoskinson, Mr. Michael Hogan, and Mr. Alan DiFatta.

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

**Approval of Appointment of New Members to the Measure "M" Citizens' Oversight Committee, Effective March 24, 2011
(10.2)**

Dr. Van Hook:

- ✓ Distributed a new *"What They're Saying..."*, written by Mr. Eric Harnish, which she briefly summarized and highlighted.
- ✓ Noted her appreciation to the students for moving the Joint meeting date up to February 23 to help with advocacy efforts.

**Update on Legislation
(10.3)**

Dr. Alonso noted that:

- ✓ The Academic Senate did not meet in January, but will be meeting tomorrow.
- ✓ They had a senate retreat to review their accomplishments for the year and establish goals for next year.
- ✓ They are working on the first Senate newsletter.
- ✓ The State Senate has produced webinars on SB1440. We plan to watch these and review in preparation for implementation this fall.

**Academic Senate Report
(11.1)**

There was no report made.

**Classified Senate Report
(11.2)**

On behalf of the COCFA, Mr. Blakey announced:

- ✓ The faculty appreciated the Board's participation in FLEX.
- ✓ COCFA had their first representative council meeting for this semester.
- ✓ COCFA members will be attending the CCA conference in Palm Springs.
- ✓ They are looking forward to negotiations beginning soon.

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

Mr. Wilk (Board Liaison member for the COC Foundation) noted they met last week and the strategic plan was presented.

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

Administrators were invited to provide reports:

**Chancellor's Report
(11.5)**

Mr. McElwain announced that:

- ✓ There is another round of "scams" in the SCV of people going door-to-door claiming to be COC students selling magazines and children's books in order to "send the COC orchestra to London." This is not true situation, and the PIO is working with the SCV Sheriff's station. The scam has been posted on the COC website. This is a statewide problem and happening all over California.

Dr. Maloney noted that:

- ✓ The Canyon Country Campus has been doing well the first week of the semester.
- ✓ They hosted an ASG event on Monday and a blood drive on Tuesday.
- ✓ There has been a committee meeting for "Bikes and Bites" event.
- ✓ On March 3, there will be an Economic Development event with LAEDC and CMTC at Valencia Country Club, entitled "Reset and Retooling in the New Economy," which will focus on manufacturing.
- ✓ The Chancellor's Business Council will have its business symposium on March 18th. Dr. Van Hook will present, and Mr. Bill Allen, President/CEO of LAEDC who will give an update on the 2010-2014 strategic plan for LA County for Economic Development.
- ✓ On April 28, the EDC Economic Forecast event will be held at the Hyatt.
- ✓ Yesterday, we submitted a contract proposal to the Employee Training Panel for \$396,000 and expect to hear back in March or April.

Ms. MacGregor thanked Dr. Maloney for being on the panel at the Chamber Quarterly Lunch last week.

Mr. Schrage noted that:

- ✓ The hockey team is currently the only undefeated team in the United States. They will play ASU next weekend in Tempe.
- ✓ He briefly summarized our recent accomplishment on the Administration/Student Services building and how in a 28-hour period, we received approval from the DOF to move forward with the plans and specs for this building. We are now beginning work on our planning and working drawings.

Ms. Fiero noted:

- ✓ LEAP 2 will begin this Friday with 34 people and 6 mentors for spring semester.
- ✓ She thanked everyone for their support towards the Castaic Education Foundation's fundraiser this week.

Dr. Wilding added that:

- ✓ The first week of spring semester has been very smooth.
- ✓ While parking has been a challenge, we have contracted with Borax to use their parking structure for the first month of school, which provides a shuttle service for students back to campus.

Dr. Gribbons had nothing to report. On his behalf, Dr. Van hook noted he did a great job helping to organize last week's CPT retreat.

Ms. Green noted that:

- ✓ Spring semester is full and we have very few low-enrolled classes.
- ✓ We plan to add 25-30 sections of late-start classes after spring break for 8-weeks.

Ms. Coleal added that:

- ✓ The recent FLEX workshops and retreats have been great. She thanked Ms. Fiero and Dr. Van Hook for their efforts. She added that Mr. Van Hook's presentation was also very good.

Dr. Van Hook noted that:

- ✓ The Administrative Retreat was held recently at Castaic Lake. The venue was great and the retreat was productive.
- ✓ The Culinary Arts Committee will be meeting next Wednesday. Diana Cusumano has agreed to be the co-chair of the fundraising effort.
- ✓ Ms. Brittany Applen (Sign Language instructor) brought 21 students into her office today. They asked Dr. Van Hook questions about the college.
- ✓ She went to the new photo lab today and met with Wendy Brill. They talked about ideas that came up at her FLEX workshop/presentation last week relative to emerging technology and Google apps.
- ✓ The Simms/Mann Foundation will be here Friday to meet with Murray Wood. It is a family foundation that is interested in our Child Development program and funding a child certification program that is rare to find in a California community college.
- ✓ She will be speaking at the EDPAC 2011 Contract Training Summit being held in Burbank next Thursday.
- ✓ She attended part of the Skills4Success workshop, which was well attended and covered great topics while identifying ways we can help students succeed.
- ✓ The cross-valley connector has made a significant difference in the time it takes to get across town. As such, she found herself with extra time one day, and took a quick tour of the Applied Technology building at the CCC.
- ✓ She was glad she could attend the service for Mr. Atkins. She noted he had returned to COC in 1975 and graduated from here. It was a wonderful tribute to him.
- ✓ LEAP 2 will be great. They had 38 applicants and will have 34 people in the program. Dr. Hartley will arrive tomorrow, as he is a guest speaker on Friday.

Mr. Onyshko announced that:

- ✓ ASG is planning an advocacy event during the 2nd and 3rd week of school. They plan to get students to sign a certificate and will send a letter to the legislators and the Governor with the message, "we don't want less for more."
- ✓ The ASG had informational booths at both campuses to help new students navigate around campus and make new connections.

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

Mr. Berger noted:

- ✓ He and Ms. Jenkins watched the hockey team win their last home game.
- ✓ The Hall of Fame dinner was a perfect evening, and Mr. Kapp and the other speakers were very good.
- ✓ The Board's Q&A FLEX workshop was great.
- ✓ The CCLC conference and trip to Sacramento was very beneficial. He appreciated the opportunity to talk with our legislators and representatives.
- ✓ The Chamber's Installation dinner was wonderful.
- ✓ He attended the COC women's softball game on campus yesterday.

Ms. MacGregor added that:

- ✓ She attended the Hall of Fame dinner, and it was great to see and talk to many new people. She thanked Mr. Fortine for helping to get Mr. Joe Kapp as the keynote speaker.
- ✓ The Board's Q&A FLEX workshop was very good.
- ✓ She will be participating in Principal for a Day this Friday.
- ✓ She was unable to attend the Legislative Conference, as she was out of town.

Ms. Jenkins:

- ✓ Noted that while at the softball game, she talked with Mr. Chuck Lyon who told her COC has a 30-year old student playing on the women's softball team.
- ✓ Noted that the Quarterback (Aaron Rogers) of the Super Bowl Champion Green Bay Packers is a product of a community college.

Mr. Fortine noted that:

- ✓ The Hall of Fame dinner was a lot of fun, and he enjoyed his time with Mr. Kapp.
- ✓ The Chamber Installation dinner was nice.
- ✓ He attended the CCLC conference, thought it was good, and was able to spend time talking with Ms. Christine Judge, the ASG Vice President, which he enjoyed.
- ✓ He attended the "Meet the Nano Professor" event held on campus.
- ✓ He participated in the monthly Economic Development subcommittee meeting with Newhall Land and Farming earlier today, and they have good plans for the future.
- ✓ He attended a retirement seminar during FLEX. Mr. Russell Richardson was the moderator and they had several COC retired "family" members as panelists.

Mr. Wilk noted:

- ✓ He has attended many of the same events as his fellow Board members.
- ✓ He thanked the faculty members who participated in the FLEX workshop.
- ✓ "Winter's Bone" will be shown on campus this Friday in our cinema room, 7:00 pm.

There were none made.

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

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Ms. Jenkins recapped the request to have a discussion on Board travel. Mr. Wilk noted he'd like it to be broader to include any travel.

Dr. Van Hook noted the staff has done a good job of keeping travel to a minimum. She noted this topic would be best for discussion nearer the time of the overall budget review process.

President Jenkins announced the next meeting will be a Joint meeting with the Associated Student Government on Wednesday, February 23, 2011. The meeting will begin at 2:30 pm in HSLH 137.

Ms. Jenkins requested that tonight's meeting be adjourned in Mr. Billy Hildred Atkins' memory. He was an original student of COC, and a proud father of a loyal COC fan, Mr. BJ Atkins.


There being no further business, the meeting was adjourned at 7:45 p.m.

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

**Announcement of Next
Meeting (02/23/11) 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

February 23, 2011