

**SANTA CLARITA COMMUNITY COLLEGE DISTRICT**  
**BOARD OF TRUSTEES**

**BUSINESS MEETING**  
**WEDNESDAY, MARCH 9, 2011**  
**MINUTES**

The Business Meeting of the Board of Trustees of the Santa Clarita Community College District was called to order on Wednesday, March 9, 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  
 Dr. Mitjl Capet, Assistant Superintendent/VP, Instruction  
 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. Chuck Lyon, Athletic Director  
 Mr. Len Mohny, Division Dean, Physical Education and Athletics  
 Ms. Lisa Helfrich, Supervisor, The Zone Student Athletes and Coaches  
 Mr. Leon Worden, SCVTV  
 Mr. Fred Trueblood, SCVTV  
 Mr. Kevin Tonoian, City of Santa Clarita  
 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 3:35 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 Discussion of Denial of Claim (*pursuant to Government Code §54956.95*)  
 Claimants: Mr. Frank Droege and Ms. Amy Droege (Claim #445958)  
 Agency Claimed Against: Santa Clarita Community College District
- 1.2b 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)
- 1.2c Conference with Labor Negotiators (*pursuant to Government Code §54957.6*)  
 SCCC Representative: Dr. Dianne Van Hook  
 All Unrepresented Employees

**Board of Trustees Minutes – Business Meeting  
March 9, 2011**

2010/11- 82

Those present in Closed Session were Berger, Fortine, Jenkins, MacGregor, Van Hook and Wilk. Capet, Coleal, Fiero and Wilding were present for Items 1.2a and 1.2b only.

**Closed Session  
(1.2) con't**

The Board returned to Open Session at 6:09 p.m. and Ms. Jenkins announced no action had been taken in Closed Session.

Ms. Jenkins asked Coach Herrick 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)**

Mr. Chuck Lyon, Athletic Director, introduced Ms. Lisa Helfrich, Supervisor, The Zone. He then invited each coach to speak, and they introduced their athletes from the fall and spring seasons present for recognition, providing an overview of their sport and individual player highlights. Present for recognition were:

**Recognition/Up Close  
(1.6)**

- ✓ Men's Soccer – Coach Phil Marcellin
- ✓ Football – Coach Garrett Tujague
- ✓ Women's Volleyball – Assistant Coach Clay Timmons
- ✓ Women's Soccer – Coach Justin Lundin
- ✓ Men/Women Track and Field/Cross Country – Coach Lindie Kane
- ✓ Men's Basketball – Coach Howard Fisher
- ✓ Women's Basketball – Coach Greg Herrick and Assistant Coaches Harlan Perlman and Linnae Barber
- ✓ Baseball – Coach Chris Cota
- ✓ Men/Women's Swimming – Coach Jeff Conwell
- ✓ Softball – Coach John Wissmath

Dr. Van Hook noted the COC Hockey team is at Nationals in Michigan. They won today's game and play Loyola tomorrow.

The coaches thanked the Board, Dr. Van Hook, Mr. Mohney, Mr. Lyon, the assistant coaches, trainers, counselors, administrators and support staff, including "The Zone" for their support of the athletes and coaches. Dr. Van Hook and the Board thanked everyone for coming and for their hard work, tenacity, and representing COC so well.

There was a short recess in the meeting. The Board then recognized Mr. Wilk's birthday on March 16<sup>th</sup> and Dr. Van Hook led the birthday song.

The Board moved approval of the Consent Calendar and the additional information provided for Item 7.1.

**Consent Calendar  
(2)**

- 3.1 Approval of New and Modified Courses and Programs
- 5.1 Approval of Purchase Order Schedule PO 10/11-8
- 5.2 Approval of Travel Authorizations Schedule T 10/11-14
- 5.3 Approval/Ratification of Interfund Transfers
- 5.4 Denial of Claim for Damages – Keenan & Associates Claim #445958, Frank and Amy Droege, Claimants
- 6.1 Approval of Notices of Completion (Various)
- 6.2 Approval of Contract for Seco Hall Door Replacement Scheduled Maintenance Project (Crown Door, Inc.)

**Board of Trustees Minutes – Business Meeting  
March 9, 2011**

2010/11- 83

- 6.3 Approval of Surplus District Property Other Than Land Under Board Policy 6550 (Radio/TV Equipment)
- 7.1 Approval of Personnel Schedule PERS 2010/11-13

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

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

The Board moved Approval of Award for Welding Automation Grant.

**Approval of Award for  
Welding Automation  
Grant  
(3.2)**

Motion: MacGregor                      Second: Wilk                      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 2010-2011.

**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  
(3.3)**

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

Ms. Jenkins moved this item forward on the agenda at the meeting.

- Two COC MEA students (Ms. Nela Lichtscheidl and Mr. Austin Dave) addressed the Board and noted their support towards this JPA with the City, as it provides them the opportunity and experience to "go live" on TV.
- Mr. Leon Worden, Mr. Fred Trueblood (SCVTV) and Mr. Kevin Tonoian (City of Santa Clarita) were present.
- Dr. Van Hook summarized the concerns COC has with the contract, noting these concerns have also been shared with the City and other District CEOs. She noted we would be glad to talk about the issues in order to possibly move forward.
- Mr. Tonoian addressed the Board, noting they are also willing to work with us on these issues in the contract.
- Mr. Worden addressed the issue of academic freedom (noted above in the unresolved contract issues) and the Policies & Procedures they implement are set by the JPA, and they would be willing to address the issues as they come up.

**Approval of Resolution  
2010/11-08 to Enter into a  
Joint Powers Agreement  
with the City of Santa  
Clarita, Pending  
Finalization of Contract  
Terms  
(5.9)**

The Board moved Approval of Resolution 2010/11-08 to Enter into a Joint Powers Agreement with the City of Santa Clarita, Pending Finalization of Contract Terms and approval by the Board.

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

The Board moved Approval/Ratification of Budget Transfers.

**Approval/Ratification of  
Budget Transfers  
(5.5)**

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

The Board moved Approval of Audit Engagement Letter from Vavrinek, Trine, Day & Co., LLP, for Financial Audit and Performance Audit Related to Measure M General Obligation Bonds for the Year Ending June 30, 2011.

**Approval of Audit  
Engagement Letter from  
Vavrinek, Trine, Day &  
Co., LLP, for Financial  
Audit and Performance  
Audit Related to Measure  
M GO Bonds for the Year  
Ending June 30, 2011  
(5.6)**

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

**Board of Trustees Minutes – Business Meeting  
March 9, 2011**

2010/11- 84

The Board was Presented with the Fiscal Year 2009-2010 and Fiscal Year 2010-2011 (Mid-Year) California Community Colleges Sound Fiscal Management Self-Assessment Checklist for the Santa Clarita Community College District. Ms. Coleal provided a PowerPoint presentation, which is hereby made a part of these minutes. The Board noted this is a valuable document for financial accountability, as we go over and beyond to describe how we meet the standards. There was a brief question and answer period.

**Presentation of Fiscal Year 2009-2010 and Fiscal Year 2010-2011 (Mid-Year) California Community Colleges Sound Fiscal Management Self-Assessment Checklist for the SCCCD (5.7)**

The Board was presented with the Financial Report – Month Ending January 31, 2011 as information.

**Financial Report – Month Ending 01/31/11 (5.8)**

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

**Approval of Change Order for the Library Construction Project at the Valencia Campus (6.4)**

Motion: Wilk

Second: MacGregor

Record of Board Vote: 5-0  
Student Opinion: Aye

The Board moved Approval of Change Orders for the Applied Technology Education Center Project at the Canyon Country Campus.

**Approval of Change Orders for the Applied Technology Education Center Project at the Canyon Country Campus (6.5)**

Motion: Wilk

Second: MacGregor

Record of Board Vote: 5-0  
Student Opinion: Aye

The Board moved Approval of Change Order for the Burn Tower Prop at the Del Valle Regional Training Center.

**Approval of Change Order for the Burn Tower Prop at the Del Valle Regional Training Center (6.6)**

Motion: Wilk

Second: MacGregor

Record of Board Vote: 5-0  
Student Opinion: Aye

The Board moved Approval of Contract for the Del Valle Regional Training Center (HPS Mechanical, Inc.).

**Approval of Contract for the Del Valle Regional Training Center (HPS Mechanical, Inc.) (6.7)**

Motion: Wilk

Second: Berger

Record of Board Vote: 5-0  
Student Opinion: Aye

The Board moved Approval of Corrections to Bid Amounts for the Library Construction Project.

**Approval of Corrections to Bid Amounts for the Library Construction Project (6.8)**

Motion: Wilk

Second: MacGregor

Record of Board Vote: 5-0  
Student Opinion: Aye

The Board moved approval of Candidates for 2011 Election to California Community College Trustees' Board of Directors, as determined at the meeting.

**Approval of Candidates for 2011 Election to California Community College Trustees' (CCCT) Board of Directors (10.1)**

Motion: MacGregor

Second: Wilk

Record of Board Vote: 5-0  
Student Trustee: Aye

Dr. Van Hook:

✓ Distributed a new "What They're Saying....," written by Mr. Eric Harnish, which she briefly summarized and highlighted.

**Update on Legislation (10.2)**

**Board of Trustees Minutes – Business Meeting  
March 9, 2011**

2010/11- 85

- ✓ Noted updates of all our efforts were sent to our Advocacy team members. There will be a team meeting next week in which students will share videos of their advocacy efforts on campus.

**Update on Legislation  
(10.2) con't**

Dr. Alonso noted that:

- ✓ She appreciated Dr. Van Hook and the Board for articulating academic freedom in the JPA discussion.
- ✓ The Academic Senate unanimously approved the same budget resolution that was approved at the Joint meeting with the ASG.
- ✓ She will attend the Senate Area C Regional Planning Meeting and the Senate Plenary Session in April. Items of focus include basic skills, legislation and advocacy, pre-requisite changes, and assessment for placement.

**Academic Senate Report  
(11.1)**

Ms. MacGregor noted the Academic Senate's development of a newsletter.

There was no report made.

**Classified Senate Report  
(11.2)**

Mr. Blakey, COCFA President, noted that:

- ✓ He has been reading "The American School System," by Diane Ravitch, and shared his opinions on the education system and his concerns for the direction he feels it is headed.

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

Mr. Wilk (Board Liaison member for the COC Foundation) noted that:

- ✓ Silver Spur last weekend was great.
- ✓ The Foundation is spearheading the next non-profit group meeting on March 16<sup>th</sup> at the Boys & Girls Club.
- ✓ The Culinary Arts Campaign is moving ahead.
- ✓ The Henry Mayo Newhall Family Foundation came in with the second half of their \$100,000 commitment, which is matched by the Osher Foundation. This will provide approximately \$7,000 in scholarships in perpetuity for students. Dr. Van Hook added that we have raised close to \$400,000 and there are other efforts in the works to get us closer to the \$600,000 goal by June 30<sup>th</sup>.

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

Administrators were invited to provide reports:

**Chancellor's Report  
(11.5)**

Dr. Maloney noted that:

- ✓ The Applied Tech building is coming right along, and should be done in May.
- ✓ She and Steve Latiolait looked at where the old AOC modulars will be placed at the Canyon Country Campus near Maui Wowi, which will provide new classrooms.
- ✓ The Chancellor's Circle Symposium will be held on March 18<sup>th</sup>. Bill Allen (LAEDC) is the keynote speaker, and there will be several panelists for roundtable discussions.
- ✓ The SBDC is working with the SCV Economic Development Corporation (EDC) on the Economic Outlook conference on April 28 at the Hyatt.
- ✓ We continue to build on receiving new grants for Economic Development, and \$1.2 million was received in February. (Dr. Van Hook noted another \$440k in ETP contracts are due to be approved soon. Also, Mr. Bellas had an article in the Signal today about our efforts with fast-track.)

Mr. McElwain announced that:

- ✓ The Women's Conference will be held on April 9. Postcards are in the mail, and they are exploring the option of purchasing ads on Facebook for the first time.
- ✓ April 13<sup>th</sup> is Scholarly Presentation – Mary Valentine will be presenting "Naked Philanthropy" that evening.

Dr. Wilding added that:

- ✓ Career Services has many events coming up including a Resume Rally on April 12 (Valencia) and April 13 (CCC), a Discovering Careers event on April 16, and a Job Fair on April 20 (Valencia) and May 4 (CCC).

Ms. Fiero noted:

- ✓ The second LEAP 2 session on March 4<sup>th</sup> focused on advocacy, and was a great learning experience. Chancellor Jack Scott was the guest speaker.
- ✓ The next session on March 25<sup>th</sup> will address strategic and facilities planning, and advanced project management. Mr. Schrage will be speaking to the group.
- ✓ The decision to close the Boys & Girls Club in Val Verde was a difficult decision for their board (where she serves as Vice President). She is heading a committee to bring a new location to Castaic middle school by this fall.

Dr. Gribbons noted that:

- ✓ We were invited to present at the Assembly on Higher Education Committee on March 1<sup>st</sup> about increasing access to baccalaureate degree programs. He traveled to Sacramento and delivered a presentation on the UCEN, showing how we have done it at COC.
- ✓ We are producing data for advocacy for the Legislative Analyst's Office, the state Chancellor's Office and legislators.

Dr. Capet noted that:

- ✓ The Instruction office is working with department chairs and deans to develop a summer schedule, and they are working on an enrollment plan for next year.

Ms. Coleal added that:

- ✓ Silver Spur was a wonderful event, and the Foundation did a great job.
- ✓ Ms. Grandgeorge, Ms. Soffa, Ms. Voogt and Ms. Barrios are at the Asilomar Women's Conference this week, thanks to Dr. Van Hook's support.
- ✓ Business Services has been working on the *COC Women's Conference and Bikes and Bites* events.
- ✓ Ms. Angel Robinson (her administrative assistant) recently finished her Bachelor's degree in Legal Studies from Brandman University.

Dr. Van Hook noted that:

- ✓ Bianca Phillipi (her mentee from last fall) emailed her that 3 of her students attended the Social Enterprise Conference in Boston sponsored by the Harvard Business School and Kennedy School of Government.
- ✓ She appreciated Mr. McElwain's and Mr. Battle's work in putting together such a wonderful video for Diana Cusumano at Silver Spur.
- ✓ Tomorrow, she will address the Henry Mayo Newhall Foundation, thanking them for partnerships we have developed with them, including the \$800k they have donated for an extra nursing instructor at COC. This allowed 240 more students to complete the program.
- ✓ She will be stopping in to the FIPSE training and luncheon on campus as they begin developing curriculum in the area of working with older adults.
- ✓ She has completed two dissertation interviews this past week on various studies, including high performing colleges and leadership.
- ✓ She interviewed with the woman who is putting together Brandman's doctoral program in Education. The idea of locating it in UCEN is being explored.
- ✓ She appreciated the PAC staff's ability to handle the situation at "All Shook Up" in the PAC when the building had to be evacuated. There were no complaints.
- ✓ The Culinary Arts Campaign Committee met today. They are an excited group of motivated people with great ideas to move forward.
- ✓ She had 28 people drop in for Open Office hours with her this past week, covering a variety of ideas and topics.

- ✓ Chancellor Scott did a great job at LEAP 2 last week. In coordination with the KHTS trip, Carl Goldman agreed to enable members of LEAP to attend the KHTS trip to Sacramento. LEAPers will go up (on their own), attend some sessions, go on a tour of the capitol, meet with Bonnie Slosson (CCLC) and Chancellor's Office staff to discuss how positions are funded and advocacy strategies developed.
- ✓ She plans to travel on Sunday prior to the KHTS trip to attend the PTK luncheon on Monday in Sacramento with advisor Miriam Golbert and 3 students who have been appointed to the 1<sup>st</sup> All-American California Team.
- ✓ She appreciated the assistance of Mr. McElwain and Mr. Harnish in putting together the analysis sent to the Board of the LA Times' articles dealing with LACCD and their bonds.

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

Mr. Onyshko announced that:

- ✓ He and Ms. Madelainé Tan accompanied Mr. Harnish to Sacramento for the Board of Governors' Advocacy Day. They met with 4 legislators, who enjoyed hearing the student's perspective on the issues, and he summarized the key issues discussed. He felt it was a productive day, and he appreciated the chance to represent COC.

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

Ms. MacGregor added that:

- ✓ She was sorry to have missed the ASG joint meeting, but did hear the audio tape.
- ✓ The Castaic Foundation Education wine event was nice, and she thanked Ms. Fiero for her efforts in helping to organize it.
- ✓ The Silver Spur event was very enjoyable.
- ✓ She is mentoring a member of the classified staff this semester.
- ✓ She attended the Celebrity Waiter dinner, and complimented Mr. Wilk and his son for acting as waiters and Ms. Jasmine Foster for decorating the table.
- ✓ She attended a dinner with George and Sharon Runner.
- ✓ She participated in a breakfast with Congressman McKeon while he was in town.
- ✓ She served as Principal for a Day with Lynn David at Canyon Springs Elementary School. Ms. David noted a majority of her students come from an area and families who have not attended college, and she would like to schedule a trip to COC to show students and parents the campus and programs.
- ✓ She toured the TLC lab and was amazed at the students and workshops going on. She also noted there were faculty members there giving of their time with students.
- ✓ While it may be early, she wanted to note her appreciation to Mr. McElwain for all his work at COC, as the Board approved his retirement in July on the agenda.

Mr. Berger:

- ✓ Asked Dr. Maloney for additional information on the *Bikes and Bites* event. She noted it will be held on Saturday, May 14 at the CCC. There is a small fee to participate in the non-competitive ride.
- ✓ Confirmed with Mr. McElwain that COC will be working on the Amgen Tour again this year. It was noted the event will go through Santa Clarita on May 21.
- ✓ Noted he enjoys the meeting with Ms. Coleal to cover budget materials.
- ✓ Commented that Silver Spur was a wonderful event.

Ms. Jenkins added that:

- ✓ This year's Silver Spur was a great evening.
- ✓ The COC Women's Conference planning is going well, and she noted Ms. Soffa has been a big help.

Mr. Wilk noted:

- ✓ He attended the Cabaret series and All Shook Up. The PAC staff did a fabulous job evacuating the PAC at that performance.

- ✓ He felt COC may have a problem in terms of branding for our PAC events, which may need to be addressed with advertising/marketing, as it is difficult for patrons to distinguish between the different series of shows and various groups who are sponsoring each performance.
- ✓ The Celebrity Waiter Dinner was fun.
- ✓ The BelCollege inaugural event was sold out, and they all had a great time.
- ✓ At Silver Spur, he was high bidder for the Chef's table at The Vines.

**Reports by Student Trustee, Staff Members, and Board Members (11.6) con't**

Mr. Fortine noted that he:

- ✓ Attended Cowboy Day at Northlake Elementary school.
- ✓ Was a server at the Celebrity Waiter dinner, which was fun, but a lot of work!
- ✓ Attended the Castaic Foundation Education wine event.
- ✓ Was Principal for a Day along side Judy Fish from the Saugus District. They went to West Creek Academy for a tour as well.
- ✓ Attended the Young Entrepreneur's kickoff event.
- ✓ Participated in the Boys & Girls Club auction kickoff.
- ✓ Was in attendance at Silver Spur, which was great.
- ✓ Attended the performance in the PAC of All Shook Up, noting it only took 3 minutes to evacuate the PAC. The PAC staff did a great job.
- ✓ Participated in a meeting of the Anti-Gang Task Force.

There were none made.

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


There were none made.

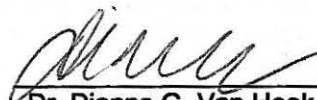
**Requests/Recap of Requests Made During the Meeting By Board Members to Have an Item on a Future Agenda (11.8)**

President Jenkins announced the March 23 Business meeting has been cancelled. However, there is a possibility of a need for a short closed session and a one or two item open session agenda. Currently, the next meeting will be held on Wednesday, April 13, 2011. Due to the Scholarly Presentation being held that night at 6:00 pm, the starting times will be determined at a later date.

**Announcement of Next Meeting (04/13/11) and Adjournment (12)**

There being no further business, the meeting was adjourned at 9:22 p.m.

  
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 April 13, 2011