

SANTA CLARITA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

BUSINESS MEETING
WEDNESDAY, JUNE 22, 2011
MINUTES

The Business Meeting of the Board of Trustees of the Santa Clarita Community College District was called to order on Wednesday, June 22, 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
Mrs. Michele R. Jenkins
Mrs. Joan W. MacGregor
Mr. Scott Thomas Wilk
Mr. Nick Onyshko, Student Trustee

Members Absent: Mr. Bruce D. Fortine (out of town)

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
Dr. Edel Alonso, President, Academic Senate
Ms. Lynne Mayer, Administrative Assistant to the Chancellor and the Board of Trustees (arrived 6:11pm)

Special Presenters and Others Present: Mr. John McElwain, VP, District Communication, Marketing & External Relations
Dr. Dena Maloney, VP, Canyon Country Campus and Economic Development
Mr. Chris Blakey, President, COCFA
Mr. Murray Wood, Chief Development Officer, COC Foundation
Ms. Cindy Grandgeorge, Controller
Ms. Donna Haywood, Director, Budget Development
Mr. Greg Mucha, Co-Chair, PAC-B Committee and Instructor, Mathematics
Mr. David Andrus, PAC-B Committee member and Instructor, Political Science

President Jenkins declared a quorum and called the meeting to order at 4:34 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 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)
- 1.2b Conference with Labor Negotiator (*pursuant to Government Code §54957.6*)
Santa Clarita Community College District Representative: Dr. Michael Wilding
Part Time Faculty United-AFT Local 6262
- 1.2c Conference with Labor Negotiator (*pursuant to Government Code §54957.6*)
Santa Clarita Community College District Representative: Mr. Jim Schrage
California Schools Employee Association (CSEA)

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

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The Board returned to Open Session at 6:06 p.m. and Ms. Jenkins announced no action had been taken in Closed Session.

Ms. Jenkins asked Ms. Marlene Demerjian to lead the flag salute.

**Flag Salute
(1.3)**

Ms. Jenkins announced Item 3.1 would be removed from the agenda. The Board moved approval of the agenda without Item 3.1, and with the additional information presented for Item 7.1.

**Approval of Agenda
(1.4)**

Motion: MacGregor Second: Wilk Record of Board Vote: 4-0
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)**

There was no report made.

**Recognition/Up Close
(1.6)**

The Board moved removed Item 3.1, and approved the Consent Calendar as noted.

**Consent Calendar
(2)**

- ~~3.1 Approval of Award of Contracts for Emerging Technologies Lab Training Program Equipment (Welding)~~
- 5.1 Approval of Travel Authorizations Schedule T 10/11-19
- 5.2 Approval/Ratification of Interfund Transfers
- 5.3 Approval of Contract with Los Angeles County Office of Education for PeopleSoft Financial System, Fiscal Year 2011-2012
- 5.4 Approval of Contract with Los Angeles County Office of Education for Network Services and Support
- 5.5 Approval of Resolution No. 2010/11-18: Certification of Signatures (District)
- 6.1 Approval of Notice of Completion for the Applied Technology Center Construction Project
- 6.2 Approval of Addendum #01 for the Del Valle Regional Training Center for DSA Inspection Services (Frederick Little)
- 6.3 Approval of Addendum #01 for Flooring for the Applied Technology Education Center at the Canyon Country Campus (Stonhard)
- 6.4 Approval of Contract for Water Treatment Services for the Central Plants at the Valencia Campus (Shepard Bros., Inc.)
- 7.1 Approval of Personnel Schedule PERS 2010/2011-19
- 7.2 Approval of Classified Administrator Employment Contract for Director, Employee Training Institute (ETI)
- 7.3 Approval of Classified Administrator Employment Contract for Site Supervisor, Center for Early Childhood Education (Canyon Country Campus)
- 7.4 Approval of Classified Administrator Employment Contract for Facilities Manager

There was a short question and answer period from members of the audience for items on the Consent Calendar.

Motion: Wilk Second: MacGregor Record of Board Vote: 4-0
Student Opinion: Aye

The Board moved Approval of Extension of Instructional Services Agreement (Amendment #01) Regarding Educational Courses Between Los Angeles County Fire Protection District and the Santa Clarita Community College District.

Motion: Wilk Second: MacGregor Record of Board Vote: 4-0
Student Opinion: Aye

**Approval of Extension of Instructional Services Agreement (Amendment #01) Regarding Educational Courses Between Los Angeles County Fire Protection District and the SCCCD
(3.2)**

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

Motion: MacGregor

Second: Wilk

Record of Board Vote: 4-0
Student Opinion: Aye

Approval of Master Agreement Between SCCC and Pharmavite (CACT/ETI) (3.3)

A revised agreement was distributed at the Board meeting, and Dr. Van Hook provided highlights of how this agreement will benefit us. The Board moved Approval of Santa Clarita Community College District and College of the Canyons Foundation Grant Agreement for a *Think Tank* and Fellowship with the Simms-Mann Family Foundation.

Motion: Berger

Second: Wilk

Record of Board Vote: 4-0
Student Opinion: Aye

Approval of SCCC and COC Foundation Grant Agreement for a *Think Tank* and Fellowship with the Simms-Mann Family Foundation (3.4)

The Board thanked Mr. Wood for his efforts in helping to put this grant together for the benefit of the college. Mr. Wood thanked Dr. Van Hook, Ms. Stewart and Dr. Gibbons for their support and efforts.

The Board moved Approval of Contract for HVAC Systems Cleaning, Valencia Campus (CPV Indoor Environmental Services).

Motion: Berger

Second: Wilk

Record of Board Vote: 4-0
Student Opinion: Aye

Approval of Contract for HVAC Systems Cleaning, Valencia Campus (CPV Indoor Environmental Services) (6.5)

The Board moved Approval of Contract for Variable Frequency Drive (VFD) Replacement, Valencia Campus (Southland Industries).

Motion: Wilk

Second: MacGregor

Record of Board Vote: 4-0
Student Opinion: Aye

Approval of Contract for Variable Frequency Drive (VFD) Replacement, Valencia Campus (Southland Industries) (6.6)

The Board moved Approval of Board Policy 5800 – Prevention of Identity Theft in Student Financial Transactions, First Reading.

Motion: Wilk

Second: Berger

Record of Board Vote: 4-0
Student Opinion: Aye

Approval of Board Policy 5800 – Prevention of Identity Theft in Student Financial Transactions, First Reading (9.1)

The Board moved approval of Appointment of Ms. MacGregor as the representative from the Santa Clarita Community College District Board of Trustees to the COC Foundation Board of Directors.

Motion: Wilk

Second: Berger

Record of Board Vote: 4-0
Student Opinion: Aye

Approval of Appointment of a Representative from the Santa Clarita Community College District Board of Trustees to the COC Foundation Board of Directors (10.1)

Dr. Van Hook noted that:

- ✓ There have not been any legislative hearings due to the fact they were canceled in order to allow time to finalize the state budget.
- ✓ Mr. JD Kennedy (representative from Congressman McKeon's office) visited her today to talk about the Congressmen's interest in supporting legislation to deal with the gap in the current veteran's benefits laws. They brainstormed ideas that Mr. Kennedy will discuss with the Congressman.
- ✓ We are also supporting a bill designed to allow us to approve stand-alone courses at the local level, rather than sending them to the state Chancellor's office for sign off one course at a time.

Update on Legislation (10.1)

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Dr. Alonso noted that:

- ✓ She attended the statewide Academic Senate Leadership Institute. She briefly highlighted the workshops she attended, noting key issues within each.
- ✓ Academic Senate does not meet during the summer, and she distributed the schedule for the 2011-12 meetings, along with a list of the Senate members and the latest newsletter.

**Academic Senate Report
(11.1)**

PAC-B members were invited to attend this presentation, and Ms. Coleal provided an overview of the PAC-B process involved in developing our budget each year. She then presented the Tentative Budget to the Board via a PowerPoint presentation (which is made a part of these minutes as if fully set forth herein), which highlighted:

- ✓ Changes since the Governor's January 2011 state budget was released versus the May revise, including updates from the CCLC
- ✓ 2011-12 Budget Strategy and how we plan to offset potential state budget cuts
- ✓ Projected Budget, system-wide ending fund balance, and how to offset proposed state cuts with reductions to ISA FTES (best, worse and worst case scenarios based on "worse" case)
- ✓ Enrollment management strategies
- ✓ Impacts of state budget cuts and funding deficits on the 2011-12 tentative budget
- ✓ 2011-12 tentative budget General Fund revenues and expense summary, forced costs, faculty stipends/reassigned time/overload, and summary
- ✓ New and innovative things being funded from external funding

**Presentation and
Adoption of the Santa
Clarita Community
College District's 2011-12
Tentative Budget
(5.6)**

The Board moved to adopt the 2011-2012 Tentative Budget as presented.

Motion: Wilk Second: MacGregor Record of Board Vote: 4-0
Student Trustee: Aye

The Board, Dr. Van Hook and Ms. Coleal thanked the fiscal services department for their work, and the PAC-B members and faculty who were present in the audience.

There was no report made.

**Classified Senate Report
(11.2)**

Mr. Blakey, on behalf of COCFA, noted:

- ✓ Within the budget presentation, there was a enrollment efficiency increase from 67% to 95%, which is almost a 40-50% increase, which faculty has helped us to achieve, thereby allowing more students to attend college.
- ✓ COCFA had a representative ("rep") council meeting to discuss the Health and Welfare issue.
- ✓ The COCFA negotiating team is giving thought and consideration to the ideas being presented during their negotiation session.

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

Nothing to report.

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

Administrators were invited to provide reports:

Dr. Maloney noted that:

- ✓ Quad 6 in Canyon Country is taking form. Three modulars have been moved there and the rest will arrive this week. Quad 7 (Applied Tech) should be done in early July and ready for August.
- ✓ The CCC Advisory committee met yesterday.
- ✓ The Economic Development area welcomes John Milburn on July 5 and they are working on new grants for the fall.

**Chancellor's Report
(11.5)**

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Dr. Van Hook noted today is Mr. Schrage's birthday, and led a birthday song. Mr. McElwain, Dr. Wilding, Ms. Fiero, Dr. Gribbons and Ms. Coleal had nothing further to report.

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

Dr. Van Hook noted that:

- ✓ The college community held a nice send-off reception for Renard Thomas. If anyone would like to contribute to the care package going to members of his unit, contact Linda Clark in the Veteran's Office.
- ✓ We have been working on AB515 materials as well as grants that could help instructional programs.
- ✓ There were 3 areas of grants released from the Economic Development Program Advisory Council in the State Chancellor's Office for re-training incumbent workers so they don't lose their jobs. This is a source of funds we plan to apply for to help the nursing situation at Henry Mayo hospital through a training initiative to help transition their LVNs to RNs.
- ✓ Mr. Tim Baber (Welding) is working with business and industry in fabrication and he will also be working with companies in the industrial center.
- ✓ The year-end reception with the College Ambassadors was great.

Mr. Onyshko added that:

- ✓ He attended the SCVTA meeting.

Ms. MacGregor added that:

- ✓ She chaired the SCVTA meeting this time, and she distributed the roster for other Board members and districts to the Board.
- ✓ She attended the reception held for Dr. Judy Fish at the Paseo Club.
- ✓ The CCC Advisory Committee meeting and tour was very interesting.
- ✓ Today's reception for the College Ambassadors was very nice.

Mr. Berger had nothing to report.

Ms. Jenkins added that:

- ✓ The event for Dr. Judy Fish was nice.
- ✓ She attended the lunch organized by Congressman McKeon's office in the UCEN last week for the young people who have been appointed to an Academy in the United States. One of the doctors in her office has a son who was appointed to a military prep school and was honored.

Mr. Wilk had nothing to report.

There were no additional comments.

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

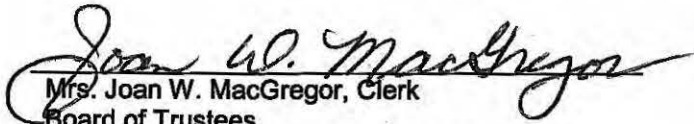
**Comments by the
Audience for Items Not on
the Agenda
(11.7)**

Ms. Jenkins restated her request for an update at the July meeting on the plans and drawings for the new Student Services/Administration building.

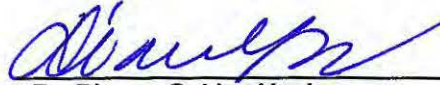
**Requests/Recap of
Requests Made During the
Meeting By Board
Members to Have an Item
on a Future Agenda
(11.8)**

President Jenkins announced next meeting will be a Business Meeting on Wednesday, July 13, 2011. Closed Session will begin at 4:30pm, followed by Open Session at 6:00pm. There being no further business, the meeting was adjourned at 9:04 p.m.

Announcement of Next Meeting (07/13/11) 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 August 10, 2011