

SANTA CLARITA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

BUSINESS MEETING
WEDNESDAY, JANUARY 21, 2009
MINUTES

The Business Meeting of the Board of Trustees of the Santa Clarita Community College District was called to order on Wednesday, January 21, 2009, by President Joan MacGregor in the Board Meeting Room (HSLH-137), College of the Canyons, 26455 Rockwell Canyon Road, Valencia, California.

Members Present: Mr. Bruce D. Fortine
Mrs. Michele R. Jenkins (arrived 5:20 pm)
Mrs. Joan W. MacGregor
Mr. Ernest L. Tichenor
Mr. Scott Thomas Wilk
Mr. Nicolas Cardenas, Student Trustee

Others Present: Dr. Dianne Van Hook, Chancellor
Dr. Mitjl Capet, Assistant Superintendent/Vice President, Instruction
Dr. Michael Wilding, Assistant Superintendent/VP, Student Services
Ms. Sharlene Coleal, Assistant Superintendent/VP, Business Services
Ms. Diane Fiero, Assistant Superintendent/VP, Human Resources and Interim VP,
Academic Affairs
Dr. Barry Gribbons, Assistant Superintendent/VP, Institutional Development, Technology
and Online Services
Ms. Lynne Mayer, Administrative Assistant to the Chancellor and the Board of Trustees

Special Presenters
and Others Present: Dr. Dena Maloney, Founding Dean, Canyon Country Campus
Mr. Douglas Howe, Interim Director, Business Incubator
Ms. Cathy Ritz, Chief Operating Officer, COC Foundation
Mr. Bill Rausch, Auditor, Vavrinek, Trine, Day & Co., LLP
Mr. Jim Schrage, Vice President, Facilities Planning, Operations, and Construction
Ms. Sue Bozman, VP, District Communication, Marketing & External Relations
Ms. Cindy Grandgeorge, Controller
Ms. Kari Soffa, Director, Fiscal Services
Mr. Eric Harnish, Special Assistant to the Chancellor/Director of External Relations
Dr. Kevin Kistler, Associate Dean, Institutional Support

President MacGregor declared a quorum and called the meeting to order at 5:11 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
Santa Clarita Community College District Representative: Dr. Michael Wilding
Part Time Faculty United-AFT Local 6262
(pursuant to Government Code §54957.6)
- 1.2b Conference with Labor Negotiator
Santa Clarita Community College District Representative: Ms. Diane Fiero
Confidential Classified Employees
(pursuant to Government Code §54957.6)

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

**Board of Trustees Minutes – Business Meeting
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2008/09-66

The Board moved Approval of Agreement Between the Santa Clarita Community College District and William S. Hart Union High School District – Community Collaborative Grant.

Approval of Agreement Between the Santa Clarita Community College District and William S. Hart Union High School District – Community Collaborative Grant (3.7)

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

The Board moved Approval of Subcontract Between Santa Clarita Community College District and the Santa Clarita Valley School and Business Alliance: SB70 (Scott) Strengthening Career Technical Education Programs Grant.

Approval of Subcontract Between SCCC and the SCV School and Business Alliance: SB70 (Scott) Strengthening Career Technical Education Programs Grant (3.8)

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

The Board moved Approval of Payments for Supplemental Services for Full-Time Faculty; Information on Full-Time Faculty Reassigned Time, Overload and Extra Session Payments to Date 2008-2009.

Approval of Payments for Supplemental Services for Full-Time Faculty; Information on Full-Time Faculty Reassigned Time, Overload and Extra Session Payments to Date 2008-2009 (3.9)

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

Ms. Coleal introduced Mr. Bill Rausch who was at the meeting to address all the audits on tonight's agenda (Items 5.8, 5.10, 5.11 and 5.12) and answer questions from the Board.

Review of COC Foundation Annual Financial Report June 30, 2008 and 2007 and Review of Schedule of Commensurate Return as of June 30, 2008 (5.8)

The Board Reviewed the College of the Canyons Foundation Annual Financial Report June 30, 2008 and 2007 and Review of Schedule of Commensurate Return as of June 30, 2008 (as information).

The Board moved Acceptance of Measure C General Obligation Bonds with Independent Accountants' Report on Applying Agreed-Upon Procedures for the Fiscal Year Ending June 30, 2008 and Independent Auditors' Report for the Fiscal Year Ending June 30, 2008. A letter from the Chairperson from the Measure C Oversight Committee was distributed to the Board of Trustees, which indicated the passage of resolutions noting compliance from the Oversight Committees.

Acceptance of Measure C GO Bonds with Independent Accountants' Report on Applying Agreed-Upon Procedures for the Fiscal Year Ending 06/30/08 and Independent Auditors' Report for the Fiscal Year Ending 06/30/08 (5.11)

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

The Board moved Acceptance of Measure M General Obligation Bonds with Independent Accountants' Report on Applying Agreed-Upon Procedures for the Fiscal Year Ending June 30, 2008 and Independent Auditors' Report for the Fiscal Year Ending June 30, 2008. A letter from the Chairperson from the Measure M Oversight Committee was distributed to the Board of Trustees, which indicated the passage of resolutions noting compliance from the Oversight Committees.

Acceptance of Measure M GO Bonds with Independent Accountants' Report on Applying Agreed-Upon Procedures for the Fiscal Year Ending 06/30/08 and Independent Auditors' Report for the Fiscal Year Ending 06/30/08 (5.12)

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

Dr. Van Hook thanked Ms. Grandgeorge for her attention to detail as it is extremely thorough. She has gone through many audits without any findings for the District. Ms. Coleal thanked Ms. Grandgeorge, Ms. Soffa and her staff for their help in this effort.

The Board moved Acceptance of Santa Clarita Community College District Annual Financial Report (Audit) for Fiscal Year Ending June 30, 2008.

Acceptance of SCCCD Annual Financial Report (Audit) for Fiscal Year Ending June 30, 2008 (5.10)

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

The Board moved Approval of Agreement Between Santa Clarita Community College District and Coffee Kiosk for Specialty Coffee Services.

Approval of Agreement Between Santa Clarita Community College District and Coffee Kiosk for Specialty Coffee Services (5.6)

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

The Board moved Approval/Ratification of Budget Transfers.

Approval/Ratification of Budget Transfers (5.7)

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

Ms. Ritz addressed the Board, and highlighted the gifts made to the Foundation for this period, noting we received over 4,600 gifts, including cash gifts and in-kind donations to support our students and programs. The Board moved Acceptance of Annual Gifts to the College of the Canyons Foundation for the Period July 1, 2006 through June 30, 2007 and July 1, 2007 through June 30, 2008.

Acceptance of Annual Gifts to the COC Foundation for the Period 07/01/06 thru 06/30/07 & 07/01/07 thru 06/30/08 (5.9)

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

Dr. Van Hook noted Ms. Ritz helped to organize the University Center Open House. Ms. Ritz noted we had over 300 potential students attend tonight's Open House, and our partners were thrilled with the turnout.

The Board moved Approval of Resolution No. 2008/09-11: CitiBusiness – General Deposit Resolution for Public Entities.

Approval of Resolution No. 2008/09-11: CitiBusiness – General Deposit Resolution for Public Entities (5.13)

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

The Board moved Approval of Resolution No. 2008/09-13: Certification of Signatures (Supplemental).

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

**Approval of Resolution
No. 2008/09-13:
Certification of
Signatures
(Supplemental)
(5.14)**

The Board moved Approval of Resolution No. 2008/09-14: CitiBusiness – General Deposit Resolution for Public Entities; and Approval of Closing the Bank of America Associated Student Government Checking Account and Opening a Checking Account with Citibank.

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

**Approval of Resolution
No. 2008/09-14:
CitiBusiness – General
Deposit Resolution for
Public Entities; and
Approval of Closing the
Bank of America ASG
Checking Account and
Opening a Checking
Account with Citibank
(5.15)**

The Board received the Financial Report – Month Ending November 30, 2008 as information.

**Financial Report –
Month Ending
November 30, 2008
(5.16)**

The Board moved Approval of Change Orders for the PE Addition and Tennis Courts Construction Project.

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

**Approval of Change
Orders for the PE
Addition and Tennis
Courts Construction
Project
(6.10)**

The Board moved Approval of Change Orders for the Dr. Dianne G. Van Hook University Center Construction Project.

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

**Approval of Change
Orders for the Dr.
Dianne G. Van Hook
University Center
Construction Project
(6.11)**

The Board moved Approval of Change Orders for the Bonelli Hall Third Floor Remodel Project.

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

**Approval of Change
Orders for the Bonelli
Hall Third Floor
Remodel Project
(6.12)**

The Board moved Approval of Change Order for the Canyon Country Campus Construction Project – Upper Parking Lot.

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

**Approval of Change
Order for the Canyon
Country Campus
Construction Project –
Upper Parking Lot
(6.13)**

The Board moved Ratification of Contract for the Canyon Country Campus (Padilla Paving Company).

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

**Ratification of Contract
for the Canyon Country
Campus (Padilla
Paving Company)
(6.14)**

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2008/09-69

The Board moved Ratification of Contract for Painting Project at the Valencia Campus (Town Park Construction).

**Ratification of Contract
for Painting Project at
the Valencia Campus
(Town Park
Construction)
(6.15)**

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

The Board moved Approval of Contract for DSA Inspection for the Bonelli Hall First Floor Remodel Project (Alliance Construction Services).

**Approval of Contract
for DSA Inspection for
the Bonelli Hall First
Floor Remodel Project
(Alliance Construction
Services)
(6.16)**

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

The Board moved Approval of Change Orders for the PE Addition and Tennis Courts Construction Project.

**Ratification of Contract
for Flooring for the
Bonelli Hall Third Floor
Remodel Project (Floor
Connection, Inc.)
(6.17)**

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

The Board moved Approval of Contract for Canyon Country Campus Construction Project for Storm Water Prevention Measures (Calex Engineering Co.).

**Approval of Contract
for Canyon Country
Campus Construction
Project for Storm Water
Prevention Measures
(Calex Engineering Co.)
(6.18)**

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

The Board moved Approval of Construction Management Agreement for the Bonelli Hall First Floor Remodel Project (Lundgren Management).

**Approval of Construc-
tion Management
Agreement for the
Bonelli Hall First Floor
Remodel Project
(Lundgren Mgmt)
(6.19)**

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

The Board moved Approval of Notices of Completion for the PE Addition and Tennis Courts Construction Project.

**Approval of Notices of
Completion for the PE
Addition and Tennis
Courts Construction
Project
(6.20)**

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

The Board moved Approval of Notices of Completions (Various Contracts).

**Approval of Notices of
Completions (Various
Contracts)
(6.21)**

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

The Board moved Approval of Negotiated Agreement Between the Santa Clarita Community College District and the California School Employees Association (CSEA), Chapter 725, for July 1, 2008 to June 30, 2011 and Represented Salary Schedule B Effective July 1, 2008.

**Approval of Negotiated
Agmnt Between the
SCCCD and the CSEA,
Chptr 725 for 07/01/08
to 06/30/11 & Represented
Salary Schedule B
Effective July 1, 2008
(7.4)**

Motion: Tichenor 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). She briefly highlighted the key issues included therein, including information about the upcoming visit to Sacramento and the language change needed in order for us to serve alcohol in the University Center.
- Distributed copies of the Fast Facts 2009, which was sent out by the CCLC. Distributed copies of Strategies for Achieving Long Term Savings Reductions, which was put together at Senator Runner’s request by herself and members of Executive Cabinet. This information was sent to Senator Runner’s office for his use at the state level. She briefly reviewed some of these strategies, which are significant to the structural reform needed to turn the budget situation around in California.
- Noted that we are looking at the Economic Stimulus package to see if we can use funds for training programs similar to what we are doing with Microelectronics project.

**Update on Legislation
(10.1)**

Ms. MacGregor suggested that it would be helpful to be aware of the “con” side of the opposition so as to increase our ability to defend ideas that are proposed.

Mr. Dermody noted was not present at the meeting.

**Academic Senate
Report
(11.1)**

Mr. Makevich from the Classified Senate was not able to attend the meeting.

**Classified Senate
Report
(11.2)**

Ms. Jenkins had nothing to report.

**Board Liaison
Committee Member
Report
(11.3)**

Ms. Fiero noted that:

- She thanked Dr. Van Hook for putting together the All-College presentations for our employees and giving them an overview of the budget situation, as it helped to put their minds at ease over where we stand.
- She is looking forward to FLEX week.

**Chancellor’s Report
(11.4)**

Dr. Wilding noted that:

- There are rumors about the issuance of IOUs for loans/grants for students. He distributed a handout about Cal Grants and noted students should check our website for further information.

Dr. Capet:

- Offered his congratulations and compliments to our faculty for getting as many students as possible into our winter intersession classes.

Dr. Gribbons noted that:

- His youngest child, Luke, slept through the night last night.

Ms. Coleal noted that:

- She and Ms. Grandgeorge attended the ACCCA Governor’s workshop last week.
- With all the advocacy efforts being done, the community colleges are really helping to push the message through to the state level.

Dr. Van Hook:

- Shared a picture of Dr. Gribbons' baby, Luke with the Board members.
- Complimented Jim Schrage on the hockey team's trip to Flagstaff. They played Northern Arizona University, who was ranked 2nd in nation and hasn't lost a game in 2 ½ years. The COC team beat them in one game, and lost the second to them.
- Watched "20/20" last week and a presentation on the "Value of a College Education." She distributed a handout that highlighted the points made which questioned the value of general BA degrees in helping people gain employment.
- Announced she had received a commendation from Supervisor Antonovich for COC's participation in the 2nd Annual Computer Gateway Project for distribution of computers to those less fortunate. Dr. Gribbons, along with Mr. Lee Hilliard and Mr. Samuel Bolanos worked to make this possible.
- Shared highlights from Mr. Dermody about the winter intersession field studies courses being offered at Camp Tahquitz. They have set up an internet café with recycled computers for the students to use, and all is going well.

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

Mr. Cardenas noted that:

- The ASG will be sending several students to Sacramento for the conference and they are looking forward to the trip.
- They are hosting a BBQ at noon on February 11th to increase student awareness on the state budgets cuts. At the BBQ, they plan to recruit students for the Pasadena City College rally entitled "We are the Key," which will be February 27th.

**Reports by Student
Trustee, Staff
Members, and Board
Members
(11.5)**

Mr. Fortine added that:

- He attended the SBDC awards dinner at the Chamber Office. Several students provided overviews of their projects.
- He was pleased to deliver a \$5,000 check from AT&T to Dr. Van Hook for the women's re-entry program.
- Dr. and Mr. Van Hook are celebrating their 38th wedding anniversary this Friday.

Mr. Wilk added that:

- He complimented Mr. Adam Philipson for his help in getting information out about the Art Garfunkel performance in the PAC. He appreciated Mr. Philipson getting in touch with the Board members and providing information to them.

Mr. Tichenor added that:

- His daughter, Sydney, is getting ready to graduate from Smith College in June, and has been accepted by St. Andrews University in Scotland to do her masters in Medieval Literature.

Ms. Jenkins had nothing additional to report.

Ms. MacGregor noted that:

- Our next meeting date has been confirmed for February 17th. She will not be able to make that meeting.
- She attended the weaving exhibit and the reception in the Art Gallery last weekend.
- A list of the topics that have been included in the "Up Close and Personal"

presentations was distributed to the Board. If any Board members have ideas for future presentations, please let her know.

She adjourned the meeting in memory of her closest and best friend, Ms. Evelyn Ballard. Ms. Ballard was a proponent of education, with many of her family and extended family working as teachers in the Santa Clarita Valley. She will be greatly missed by many people in this valley.

None.

**Comments by the
Audience for Items Not
on the Agenda
(11.6)**

None.

**Requests/Recap of
Requests Made During
the Meeting By Board
Members to Have an
Item on a Future
Agenda
(11.7)**

President MacGregor announced the next meeting will be Tuesday, February 17, 2009. The meeting will begin at 5:00pm in HSLH 137 with Closed Session, followed by Open Session at 6:30 pm.

**Announcement of Next
Meeting (02/17/09) and
Adjournment
(12)**

There being no further business, the meeting was adjourned at 9:12 p.m.

Mr. Bruce D. Fortine, 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 _____