

SANTA CLARITA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

BUSINESS MEETING
WEDNESDAY, APRIL 11, 2007
MINUTES

The Business Meeting of the Board of Trustees of the Santa Clarita Community College District was called to order on Wednesday, April 11, 2007, by President Michele Jenkins, in the Staff Dining Room, Student Center, College of the Canyons, 26455 Rockwell Canyon Road, Santa Clarita, California.

Members Present: Mr. Bruce D. Fortine (departed 7:08, returned 7:13pm)
Mrs. Michele R. Jenkins
Mrs. Joan W. MacGregor
Mr. Ernest L. Tichenor

Members Absent: Mr. Scott Thomas Wilk (out of town)
Mr. Steve Pemberton, Student Trustee (conference)

Others Present: Dr. Michael Wilding, Interim Asst. Superintendent/VP, Student Services
Dr. Mitjl Capet, Assistant Superintendent/VP of Instruction
Dr. Barry Gribbons, VP, Institutional Development, Technology & Online Services/ Interim
Asst Superintendent (departed 7:08, returned 7:22pm)
Ms. Diane Fiero, Vice President, Human Resources
Ms. Lynne Mayer, Administrative Assistant/Classified Coordinating Council

Special Guests: Dr. Brad Reynolds, Faculty Advisor– Phi Theta Kappa All-California Academic Team

President Jenkins declared a quorum and called the meeting to order at 5:10 p.m.
The Board moved to Closed Session in Private Dining Room #1, Student Center.

**Quorum Established
(1.1)**

The Board discussed the following items:

**Closed Session
(1.2)**

- 1.2a Conference with Labor Negotiator
Santa Clarita Community College District Representative: Dr. Michael Wilding
College of the Canyons Faculty Association (COCFA)
(pursuant to Government Code §54957.6)

Those present in Closed Session were Bozman, Capet, Fiero, Fortine, Gribbons, Jenkins, MacGregor, Schrage, Tichenor and Wilding.

The Board returned to Open Session in the Staff Dining Room at 6:25 p.m. President Jenkins announced the Board took no action in Closed Session. She announced that Dr. Van Hook and Mr. Wilk were out of town, and Mr. Pemberton was at a conference.

President Jenkins asked Dr. Reynolds to lead the flag salute.

**Flag Salute
(1.3)**

President Jenkins welcomed all present and invited members of the audience desiring to address the Board to so indicate and they would be recognized.

**Welcome Guests
(1.4)**

**Board of Trustees Minutes – Business Meeting
April 11, 2007**

2006/07-99

The Board moved approval of the Agenda for the meeting (with the additional information presented for Item 7.1) as follows:

**Approval of Agenda
(1.5)**

Motion: MacGregor Second: Tichenor Record of Board Vote: 4-0

The Board moved approval for the minutes for 3/14/07 and 3/22/07 as follows:

**Approval of Minutes
(3/14/07 and 3/22/07)
(1.6)**

Motion: Tichenor Second: MacGregor Record of Board Vote: 4-0

Ms. Jenkins introduced Dr. Reynolds, who presented the Phi Theta Kappa All-California Academic Team members and introduced Mr. Joseph Dorri and Ms. Lyudmyla Grytsyna. Each student provided an overview to the Board of their accomplishments and involvement. The Board thanked them for being present and applauded their achievements.

**Recognition
(1.7)**

Ms. Jenkins moved this item forward on the agenda for presentation. Councilwoman Laurene Weste was on hand to provide an overview of the City of Santa Clarita's Open Space Preservation District as information for the Board members, administration, and College. She presented a sample resolution, asking the College for support to this effort on a future agenda. There was a brief question and answer period.

**Presentation Regarding
the City of Santa
Clarita's Open Space
Preservation District
(10.2)**

Dr. Gribbons introduced Fire Chief Michael Metro. Chief Metro showed a PowerPoint presentation on the LA County Fire Department's plans for the Del Valle Fire Training Facility and the partnership planned with the College. His presentation is hereby made a part of these minutes as if fully set forth herein. Dr. Gribbons noted the instructional services agreement approved last summer would allow us the ability to fund this project with Certificate of Participations (COPs) and that this was listed as a project to be funded from Measure M GO Bonds. Our Fire Technology and Administration of Justice programs will also benefit greatly from the Training Facility, and Dr. Gribbons noted a joint use agreement will be brought to the Board at a future date.

**Presentation of Plans
for the Del Valle Fire
Training Facility
(8.1)**

The Board moved approval of the Consent Calendar (with the additional information presented for Items 6.8 and 7.1) as noted below:

**Consent Calendar
(2)**

- 3.1 Approval of New and Modified Courses and Programs
- 3.2 Approval of Agreement Between the Santa Clarita Community College District and Cerritos College CACT
- 3.3 Approval of Agreement Between Santa Clarita Community College District and Kaplan Test Preparation and Admissions, Inc. (Community Extension)
- 5.1 Approval of Purchase Order Schedule PO 06/07-09
- 5.2 Approval of Travel Authorizations Schedule T 06/07-11
- 6.1 Approval of Contract for Laboratory Expansion Construction Project (Dionized Water System)
- 6.2 Approval of Contract for Laboratory Expansion Construction Project (Cable Railings)
- 6.3 Approval of Contract for Laboratory Expansion Construction Project (Specialty Doors)
- 7.1 Approval of Personnel Schedule PERS 2006/2007-15
 - A. **ACADEMIC PERSONNEL**
 1. End of Service
Robert Patenaude, Mathematics, Instructor, retirement effective June 1, 2007
 - B. **CLASSIFIED PERSONNEL**
 2. Employment – Regular
Rodney Rowe, Student Services Specialist III (Assessment Center), Classified Represented Salary Schedule B. Range 20, Step 1 (\$3,111/month), effective April 16, 2007.

**Board of Trustees Minutes – Business Meeting
April 11, 2007**

2006/07-100

Julie Lutes, Allied Health Program Technician (47.5%), **Classified Represented Salary Schedule B. Range 25, Step 3 (\$1,824/month as pro-rated), effective April 16, 2007.**

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

3. Employment – Adult Hourly – various levels
(additional name(s) presented for approval)

6. Other
g. Volunteers
(additional name(s) presented for approval)

7.2 Approval of Resolution 2006/07-20: In Support of Classified School Employees Week

Motion: MacGregor Second: Tichenor Record of Board Vote: 3-0
(Mr. Fortine had stepped out of the room during the Board vote.)

The Board moved Approval of Payments for Supplemental Services for Full-Time and Adjunct Faculty. It was noted these are additional payments to full-time and adjunct faculty members for professional responsibilities completed outside of their regular teaching/contract.

**Approval of Payments
for Supplemental
Services for Full-Time
and Adjunct Faculty
Information on Full-
Time Faculty
Reassigned Time,
Overload and Extra
Session Payments to
Date
(3.4)**

Motion: MacGregor Second: Tichenor Record of Board Vote: 3-0
(Mr. Fortine was still out of the room during the Board vote.)

The Board moved Approval/Ratification of Budget Transfers.

**Approval/Ratification of
Budget Transfers
(5.3)**

Motion: MacGregor Second: Tichenor Record of Board Vote: 3-0
(Mr. Fortine was still out of the room during the Board vote.)

The Financial Report – Month Ending January 31, 2007 was presented as information to the Board.

**Financial Report –
Month Ending February
28, 2007
(5.4)**

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

**Approval of Change
Orders for the Physical
Education Addition and
Tennis Courts
Construction Project
(6.4)**

Motion: MacGregor Second: Tichenor Record of Board Vote: 4-0
(Mr. Fortine returned while this item was being presented.)

The Board moved Approval of Change Orders for the Classroom/High Tech Center Construction Project.

**Approval of Change
Orders for the
Classroom/High Tech
Center Construction
Project
(6.5)**

Motion: MacGregor Second: Tichenor Record of Board Vote: 4-0

The Board moved Approval of Change Orders for Laboratory Expansion Construction Project.

**Approval of Change
Orders for Laboratory
Expansion
Construction Project
(6.6)**

Motion: MacGregor Second: Fortine Record of Board Vote: 4-0

The Board moved Approval of Revision to Board Policy 544 – Basic Skills Course Limitation, Second Reading.

Motion: Tichenor Second: MacGregor Record of Board Vote: 4-0

Approval of Revision to Board Policy 544 – Basic Skills Course Limitation, Second Reading (9.1)

Dr. Gribbons provided a verbal presentation and overview on the Accountability Reporting for the Community Colleges (ARCC/AB1417) Report. He distributed the College's Self Assessment to the Board. There was a brief question and answer period. His report is hereby made a part of these minutes as if fully set forth herein.

Presentation of Accountability Reporting for the Community Colleges (ARCC/AB1417) Report (8.2)

Dr. Wilding:

- ✓ Noted that Dr. Van Hook had sent a letter to Senator Jack Scott regarding SB283 – Student Senate for California Community Colleges, encouraging support to this bill. (Her letter was distributed to the Board members.)
- ✓ Distributed the CCLC's League Alert which highlighted a new bill, AB 1305 (Mandatory 75/25 Full-Time Faculty).
- ✓ Noted he received a 24-page document from the California Community Colleges Statewide Legislative update, and offered to send it to the Board members if they don't already receive it.

Update on Legislation (10.1)

The Board requested a summary of key issues regarding relevant/important bills to community colleges prior to their trip to Sacramento in May.

Mr. Dermody was not present. Ms. Ana Palmer (Math Department Chair), who was in the audience, noted the Academic Senate has several committees working to review procedures and processes, including the curriculum committee and the Department Chair Evaluation committees.

Academic Senate Report (11.1)

Ms. Mayer had nothing to report.

Classified Coordinating Council Report (11.2)

Ms. Fiero announced that:

- ✓ She attended the Betty Ferguson Foundation's Vine 2 Wine event, and Human Resources is hiring many new faculty members, getting 6 faculty positions launched/advertised just last week.

Supt-President's Report (11.3)

Dr. Gribbons:

- ✓ Had a visit with Mr. Mike Murphy (City of Santa Clarita) and Senator Feinstein's District director today, and we asked for their support to our medical laboratory technician program and the University Center program.

Dr. Capet noted:

- ✓ He is excited about all the new hiring we are doing, and is offering assistance in creating the flyers for advertising for the faculty positions that are opening.

Dr. Wilding announced that:

- ✓ Ms. Ann Lowe, Nursing faculty, was featured in an article (in The Columbian, Washington State) highlighting a teaching workshop for 34 college nursing instructors at Clark College. He distributed copies of the article to the Board.

**Board of Trustees Minutes – Business Meeting
April 11, 2007**

2006/07-102

- ✓ Ms. Tammy Castor and Mr. Herb Williams (Security Department) are attending a conference on the topic of Emergency Preparedness
- ✓ This Saturday is the Wish Granted delivery of gifts to children with cancer, which was put together from campus staff donations. He will be assisting Ms. Allison Devlin with the deliveries to the children.

**Supt-President's
Report
(11.3) con't**

Mr. Fortine noted that he:

- ✓ Attended the Zonta Status of Women luncheon.
- ✓ Attended the Betty Ferguson Foundation's Vine 2 Wine annual event.
- ✓ Participated in the Classified Development Day "Q&A with the Board", as well as the luncheon and he enjoyed the guest speaker.
- ✓ Attended the Business Stars dinner, hosted by the students from the Hart District to honor their business partners.
- ✓ Has met with several groups of individuals recently, including Dr. Capet and Dr. Floyd Moos to discuss the Performing Arts Center, Ms. Bozman and Mr. John McElwain to discuss media, public information, and ways we communicate with the community and how to stay current with this challenge. He also spent some time with Ms. Coleal to talk about budgeting issues.

**Reports by Student
Trustee, Staff
Members, and Board
Members
(11.4)**

Ms. MacGregor noted that:

- ✓ She participated in the Classified Development Day and the Board's Q&A workshop that was held during that day.
- ✓ She attended a mentor/mentee meeting this morning, and enjoyed hearing of other participants' experiences. She noted that all levels of staff are involved in this worthwhile program.
- ✓ If any of her fellow Board members are available to participate in the next scheduled office hour with the Board, please let her know.
- ✓ She is participating in the Canyon Country Campus subcommittee meetings, and there is a lot going on in many areas.
- ✓ The Collegial Celebration is currently scheduled for May 24 in the PAC to honor the faculty retirees, past retirees, those receiving tenure and any new degrees received by faculty.

- ✓ He attended the Q&A with the Board at the Classified Development Day. He noted it was great that all 5 Board members were present.
- ✓ His 17 year old son, Charlie, recently entered a guitar contest, and won the first round, so he will continue to the next round scheduled in Pasadena on April 18. For this reason, he will not be attending the April 18 University Center reception or Special Board meeting at Robinson Ranch.

- ✓ She also participated in and enjoyed the Classified Development Day, noting it was interesting to hear the staff members' comments, and how much they enjoy working at College of the Canyons.

None.

**Comments by the
Audience for Items Not
on the Agenda
(11.5)**

The Board requested to receive:

- ✓ A summary of key issues regarding relevant/important bills to community colleges prior to their trip to Sacramento in May.

**Requests/Recap of
Requests Made During
the Meeting By Board
Members to Have an
Item on a Future
Agenda
(11.6)**

**Board of Trustees Minutes – Business Meeting
April 11, 2007**

2006/07-103

President Jenkins announced the next meeting will be a Special Board meeting on Wednesday, April 18, 2007 at Robinson Ranch Clubhouse at 5:30pm. On May 2, we will have a Joint meeting with the COC Foundation Board of Directors, 6:00pm, Performing Arts Center Lobby, College of the Canyons.

Announcement of Next Meeting (04/18/07 and 5/2/07) and Adjournment (12)

There being no further business, the meeting was adjourned at 8:15 p.m.

Mrs. Joan W. MacGregor, Clerk
Board of Trustees
Santa Clarita Community College District

Dr. Michael Wilding
VP, Student Services/Interim Assistant Superintendent
College of the Canyons

Entered in the proceedings of the District _____