

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

**BUSINESS MEETING**  
**WEDNESDAY MAY 14, 2008**  
**MINUTES**

The Business Meeting of the Board of Trustees of the Santa Clarita Community College District was called to order on Wednesday, May 14, 2008, by President Ernie Tichenor in the Board Meeting Room (HSLH-137), College of the Canyons, 26455 Rockwell Canyon Road, Valencia, California.

Members Present: Mr. Bruce D. Fortine (departed 10:04 pm)  
Mrs. Michele R. Jenkins  
Mrs. Joan W. MacGregor  
Mr. Ernest L. Tichenor  
Mr. Scott Thomas Wilk  
Mr. Nicolas Cardenas, Student Trustee (sworn in at meeting)  
Ms. Jaime Meriwether, ASG President (departed 9:23pm)

Others Present: Dr. Michael Wilding, Assistant Superintendent/VP, Student Services  
Dr. Mitjl Capet, Assistant Superintendent/VP, Instruction  
Ms. Sharlene Coleal, Assistant Superintendent/VP, Business Services (arrived 5:26pm)  
Dr. Barry Gribbons, Assistant Superintendent/VP, Institutional Development, Technology and Online Services  
Ms. Diane Fiero, Assistant Superintendent/VP, Human Resources  
Ms. Lynne Mayer, Administrative Assistant to the Superintendent-President and the Board of Trustees

Special Presenters: Mr. Jim Ruebsamen and Students from the *Canyon Call* Newspaper  
Ms. Lindie Kane and Athletes – Cross Country and Track & Field Teams  
Ms. Herlisa Hamp – Director, Office of Student Recruitment and School Relations  
Mr. Jim Schrage, Vice President, Facilities Planning, Operations and Construction  
Ms. Sue Bozman, Vice President, District Communication, Marketing & External Relations  
Ms. Cathy Ritz, Chief Operating Officer, COC Foundation  
Mr. Murray Wood, Chief Development Officer, COC Foundation  
Dr. Floyd Moos, Dean, Fine and Performing Arts  
Mr. Adam Philipson, Managing Director, PAC

President Tichenor declared a quorum and called the meeting to order at 5:08 pm.  
The Board moved to Closed Session in the Board Conference Room (HSLH-136).

**Quorum Established  
(1.1)**

The Board discussed the following items:

- 1.2a Conference with Labor Negotiator  
Santa Clarita Community College District Representative: Mr. Jim Schrage  
California Schools Employee Association (CSEA)  
*(pursuant to Government Code §54957.6)*

**Closed Session  
(1.2)**

Those present in Closed Session were Capet, Coleal (arrived 5:26pm), Fiero, Fortine, Gribbons, Jenkins, MacGregor, Schrage, Tichenor, Wilding and Wilk.

The Board returned to Open Session at 6:40 pm and Mr. Tichenor announced no action had been taken in Closed Session.

President Tichenor asked Ms. Meriwether to lead the flag salute.

**Flag Salute  
(1.3)**

President Tichenor welcomed all present to the meeting and invited members of the audience desiring to address the Board to so indicate and they would be recognized. Ms. Sue Albert thanked the Board for recognizing the need to have the Director of Nursing position on the agenda for approval.

**Welcome Guests  
(1.4)**



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- 6.9 Approval of Contract for Architectural Services for the Canyon Country Campus Construction Project (Kruger Bensen Ziemer Architects, Inc.)
- 6.10 Approval of Addendum #03 to Construction Administration Contract for the Dr. Dianne G. Van Hook University Center Construction Project (Flewelling & Moody)
- 7.1 Approval of Personnel Schedule PERS 2007/2008-17

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

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

This item was moved forward on the agenda. Mr. Adam Philipson, Managing Director, PAC was present to address the Board. He thanked the Board, the administration, the PAC team, (including Mr. Brent Denison, present in the audience) and Dr. Moos for their help in getting him acclimated to our Performing Arts Center and College of the Canyons.

**Approval of Proposed  
2008-2009 COC  
Presents Season at The  
Santa Clarita  
Performing Arts Center  
at COC  
(10.1)**

The Board moved Approval of Proposed *2008-2009 COC Presents* Season at The Santa Clarita Performing Arts Center at College of the Canyons.

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

This item was also moved forward on the agenda. Ms. Coleal distributed recent updates/revisions to these policies and procedures. Mr. Wood addressed the Board about these policies. There was a brief question and answer period.

**Approval of Business  
Services Board  
Policies  
(Sponsorships, Naming  
District Facilities and  
Properties, and Gifts to  
the District), First  
Reading  
(9.1)**

After several requested modifications for 2<sup>nd</sup> reading, the Board moved Approval of Business Services Board Policies (Sponsorships, Naming District Facilities and Properties, and Gifts to the District), First Reading.

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

The Board moved 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 Session Payments.

**Approval of Payments  
for Supplemental  
Services for Full-Time  
& Adjunct Faculty,  
Information on Full-  
Time Faculty  
Reassigned Time,  
Overload & Extra  
Session Payments  
(3.6)**

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

The Board moved Approval/Ratification of Budget Transfers.

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

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

The Board moved Approval of Resolution No. 2007/08-17: Approval of Cash Borrowing Resolution, Temporary Transfers from the Los Angeles County Treasury.

**Approval of Resolution  
No. 2007/08-17:  
Approval of Cash  
Borrowing Resolution,  
Temporary Transfers  
from the Los Angeles  
County Treasury  
(5.6)**

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

The Board moved Approval of Final Total Compensation Calculation Worksheets for the College of the Canyons Faculty Association, CTA/NEA (COCFA) for Fiscal Year 2006-2007 and Fiscal Year 2007-2008.

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

**Approval of Final Total Compensation Calculation Worksheets for the COCFA CTA/NEA for Fiscal Year 2006-07 and Fiscal Year 2007-08 (5.7)**

There was a brief clarifying question and answer period regarding the College's role in this process. After discussion, the Board moved Approval of Acknowledgement of Subordination – City of Santa Clarita Redevelopment Agency, Newhall Redevelopment Project Area.

Motion: Fortine                      Second: Jenkins                      Record of Board Vote: 3-2  
(Nay: Wilk, MacGregor)  
Student Trustee:                      Abstain

**Approval of Acknowledgement of Subordination – City of Santa Clarita Redevelopment Agency, Newhall Redevelopment Project Area (5.8)**

The Board received the Financial Report – Month Ending March 31, 2008 as information.

**Financial Report – Month Ending March 31, 2008 (5.9)**

The Board moved Approval of Contract for Grading for the Canyon Country Campus Construction Project (Calex Engineering, Inc.).

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

**Approval of Contract for Grading for the Canyon Country Campus Construction Project (Calex Engineering, Inc.) (6.11)**

It was noted that this grading is for Parking Lot #2 at the Canyon Country Campus, which should have a positive impact for our students and enrollment.

The Board moved Approval of Change Orders for the Canyon Country Campus Construction Project.

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

**Approval of Change Orders for Canyon Country Campus Construction Project (6.12)**

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

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

**Approval of Change Orders for the PE Addition and Tennis Courts Construction Project (6.13)**

The Board moved Approval of Change Orders for the Hasley Hall (Classroom/High Tech Center).

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

**Approval of Change Orders for the Hasley Hall (formerly Classroom/High Tech Center) (6.14)**

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

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

**Approval of Change Orders for the Dr. Dianne G. Van Hook University Center Construction Project (6.15)**

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The Board moved Approval of Change Order for Central Plant Construction Project.

**Approval of Change  
Order for Central Plant  
Construction Project  
(6.16)**

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

The Board moved Approval of Contract for Inspector of Record for the Dr. Dianne G. Van Hook University Center Construction Project (Alliance Construction Services).

**Approval of Contract  
for Inspector of Record  
for the Dr. Dianne G.  
Van Hook University  
Center Construction  
Project (Alliance  
Construction Services)  
(6.17)**

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

The Board moved Approval of Contracts for the Canyon Country Campus Construction Project (Concrete Work and Stairway Lights).

**Approval of Contracts  
for the Canyon Country  
Campus Construction  
Project (Concrete Work  
and Stairway Lights)  
(6.18)**

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

The Board moved Ratification of Award of Bid Alternates to Contracts for the Canyon Country Campus Construction Project.

**Ratification of Award of  
Bid Alternates to  
Contracts for the  
Canyon Country  
Campus Construction  
Project  
(6.19)**

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

The bid results for this item were presented to the Board at the meeting. The Board moved Approval to Award Contract for the PE Addition and Tennis Courts Construction Project (Concrete Shot Blasting) to ABC Industrial.

**Approval to Award  
Contract for the PE  
Addition and Tennis  
Courts Construction  
Project (Concrete Shot  
Blasting)  
(6.20)**

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

The bid results for this item were presented to the Board at the meeting. The Board moved Approval of Contract for Sidewalk and Stairs for the Valencia Campus – Scheduled Maintenance Project.

**Approval of Contract  
for Sidewalk and Stairs  
for the Valencia  
Campus – Scheduled  
Maintenance Project  
(6.21)**

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

The Board moved Approval of Contracts for the Canyon Country Campus Construction Project (Storm Drain Repair).

**Approval of Contracts  
for the Canyon Country  
Campus Construction  
Project (Storm Drain  
Repair)  
(6.22)**

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

The Board moved Approval of Contract for Warehouse Upgrade Project (PVI Products).

**Approval of Contract  
for Warehouse  
Upgrade Project (PVI  
Products)  
(6.23)**

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

The Board was Presented the College of the Canyons Faculty Association, CTA/NEA (COCFA) Re-opener Proposal for 2008. It was announced that a public hearing would be held at the June 11, 2008 Board meeting.

**Presentation of the  
COC Faculty  
Association, CTA/NEA  
(COCFA) Re-opener  
Proposal for 2008  
(7.2)**

The Board was presented with the California School Employees Association (CSEA) Chapter 725 Re-opener Proposal for 2008. It was announced that a public hearing would be held at the June 11, 2008 Board meeting.

**Presentation of CSEA  
Chapter 725 Re-opener  
Proposal for 2008  
(7.3)**

The Board was presented with the Santa Clarita Community College District Contract Re-opener Proposal with the College of the Canyons Part-Time Faculty United AFT, Local 6262, for 2008. It was announced that a public hearing would be held at the June 11, 2008 Board meeting.

**Presentation of SCCC  
Contract Re-opener  
Proposal with the COC  
Part-Time Faculty  
United AFT, Local 6262,  
for 2008  
(7.4)**

Ms. Coleal provided a revision to these policies, noting the College Policy Council and an attorney has reviewed these. The Board moved approval of Business Services Board Policies (Various), Second Reading, with the changes that were suggested at the meeting. Ms. Coleal noted she would like to bring the policy on Alcoholic Beverages back to the Board for their approval on the suggested changes they made.

**Approval of Business  
Services Board  
Policies (Various),  
Second Reading  
(9.2)**

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

The Board moved approval of the Human Resources Board Policies (Complete Section), Second Reading.

**Approval of Human  
Resources Board  
Policies (Complete  
Section), Second  
Reading  
(9.3)**

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

There was a brief question and answer period. Ms. Coleal and Dr. Wilding discussed some of the travel and credit card policies and procedures in place and being developed at the District level. (A draft of AP6396 was distributed.) Mr. Wilk noted he requested this item be placed on the agenda. As Board members report to the public, his desire is to provide a clear picture to the people they serve.

**Approval to Withdraw  
District Credit Cards  
Issued to the Members  
of the Board of  
Trustees  
(10.2)**

The Board moved to approve withdraw District Credit Cards Issued to the Members of the Board of Trustees.

Motion: Wilk          Second: Jenkins          Record of Board Vote: 3-2  
(Nay: Fortine, Tichenor)  
Student Trustee:          Abstain

Dr. Wilding

✓ Distributed a copy of *“What They’re Saying...”* which was prepared by Mr. Harnish and provided a comprehensive overview of the current state budget issues.

**Update on Legislation  
(10.3)**

Ms. Jenkins noted that Senator Jack Scott was named the new Chancellor, effective January 2009.

Mr. Dermody was not present at the meeting.

**Academic Senate  
Report  
(11.1)**

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Ms. Mayer noted she and Ms. Lenore Marta attended the CCLC Administrative Assistant's workshop at the CCCT Annual Trustees conference. They had wonderful session on BoardDocs and a very engaging speaker on parliamentary procedures and the Brown Act. They appreciate the Board's support for their attendance.

**Classified Coordinating  
Council Report  
(11.2)**

Ms. Jenkins reported on:

- ✓ The Health & Welfare Committee - They meet weekly and are looking at the increases in healthcare.
- ✓ Liaison to Foundation – They had an executive committee meeting, and plan to move forward on the coffee kiosk.
- ✓ Child Development Center – Every year, she signs off on all of their documents and grants for them to turn in at the end of the year. She signed these today.

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

Ms. MacGregor reported on:

- ✓ Liaison to SCV Coalition - They held the education rally yesterday and it was a great turn out.
- ✓ Finance Committee for the Board – She and Mr. Wilk will be representatives on this committee and are looking forward to serving in this role.

Ms. Fiero noted:

- ✓ The Classified Appreciation Week organizers really knocked themselves out. This year's event was the best ever and she complimented the 6 member committee.
- ✓ She appreciated the Board passing the Human Resource policies.
- ✓ Ms. Leslie Carr was elected as Chairwoman for her statewide Professional Development organization (4CSD).

**Supt-President's  
Report  
(11.4)**

Dr. Gribbons added that:

- ✓ Ms. MacGregor and Ms. Meriwether did an exceptional job at the education rally yesterday.
- ✓ He had productive trips to Sacramento and Washington DC, and then a second trip to Sacramento with Ms. Coleal when they testified to the Senate Budget sub-committee.

Dr. Capet noted that:

- ✓ He has been in contact with Sheriff Baca's office and the article in today's paper regarding sheriff training does not affect our site on the campus.

Ms. Bozman announced that:

- ✓ The staff from Public Information returned from the Community College Public Relations Organization (CCPRO) conference with 7 awards, 4 of them being 1<sup>st</sup> place awards. She would like to bring the staff to a future meeting for a brief recognition.

Ms. Coleal noted that:

- ✓ Next week, the CBOs will be meeting in Oxnard.
- ✓ She was honored to participate in front of our legislators and speak about the budget situation. Dr. Gribbons also did a great job, and she hopes some of what they said will filter through and help the situation across the state.
- ✓ She briefly highlighted the changes coming out of Sacramento related to the budget.

Dr. Wilding noted that:

- ✓ The Classified Appreciation Week held a breakfast on Tuesday, the lunch on Wednesday and the snack/social on Thursday. The raffle prizes were incredible and everyone had a great time with the Academy Award theme. A selection of photos taken during the week was shown to the Board.
- ✓ The Men's Golf team won the state championship and he congratulated Gary Peterson and the team for this outstanding accomplishment.

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Mr. Cardenas added that:

- ✓ The new ASG officers have been elected and they are looking forward to next year.
- ✓ The ASG has concluded their grant hearings for clubs on campus.
- ✓ He is honored to be here and he is looking forward to serving in this role.

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

Ms. Jenkins, Mr. Fortine and Mr. Wilk had nothing to report.

Ms. MacGregor noted she:

- ✓ Was sorry to miss the Classified Appreciation Week and festivities.
- ✓ Enjoyed the CCCT conference and attended some wonderful workshops.
- ✓ Was impressed with our Advocacy efforts and felt everyone is doing their part and she appreciates the hard work being done.

Mr. Tichenor had nothing additional to report.

None.

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

Ms. Jenkins:

- ✓ Noted that for future meetings, she would like the Board members and Student Trustee to move over 2 or 3 seats and be placed in the center of the dais with the administrators being dispersed to the outsides of the dais.
- ✓ Added that she enjoyed using the on-line agenda at the meeting. She inquired if the agenda item format could be altered at some time to put the numbers at the top of each item. She also asked for instruction as to how to search the on-line agenda.
- ✓ She asked if people could not be placed behind the permanent monitors. Dr. Wilding noted he and Mr. Schrage had just discussed some alternatives to that, and Dr. Wilding had some ideas about the on-line agenda as well.

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

Ms. MacGregor asked how the laptops could be changed so they don't go to sleep.

President Tichenor announced the next meeting will be a Joint meeting with the COC Foundation Board of Directors. It will be held on Wednesday, May 28, 2008 with Open Session starting at 6:00pm. It was noted that last year's meeting had too many presentations and was far too long. It was decided that to keep the focus of the meeting on the items relating to both Boards, our Board's Business meeting should come at the end of the meeting, with any need for Closed Session to occur after the Joint meeting has been finished. It was decided to hold the meeting from 6-8pm with Closed Session to follow.

**Announcement of Next  
Meeting (05/28/08) and  
Adjournment  
(12)**

There being no further business, the meeting was adjourned at 10:09 p.m.

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Mr. Scott Thomas Wilk, Clerk  
Board of Trustees  
Santa Clarita Community College District

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

Entered in the proceedings of the District \_\_\_\_\_