

SANTA CLARITA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

BUSINESS MEETING
WEDNESDAY JULY 9, 2008
MINUTES

The Business Meeting of the Board of Trustees of the Santa Clarita Community College District was called to order on Wednesday, July 9, 2008, by Vice-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
Mrs. Joan W. MacGregor
Mr. Scott Thomas Wilk
Mr. Nicolas Cardenas, Student Trustee

Members Absent: Mr. Ernest L. Tichenor (excused)

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
Ms. Diane Fiero, Assistant Superintendent/VP, Human Resources
Ms. Lenore Marta, Administrative Assistant to the Chancellor
Ms. Lynne Mayer, Administrative Assistant to the Chancellor and the Board of Trustees

Special Presenters and Others Present: Mr. Bruce Getzan, Dean, Economic Development and Mr. Paul de la Cerda, Director, Small Business Development Center with Mr. Jeremy Moser ("Cat Livin")
LEAP Team Presentation – "GO Program" (Kari Soffa, Victoria Leonard, Anthony Michaelides, Renee Drake, Daylene Meuschke, Ryan Theule and Diane Fiero)
Dr. Daylene Meuschke, Director, Institutional Research
Ms. Audrey Green, Dean, Program Development, VTEA & Community Extension

Vice-President MacGregor declared a quorum and called the meeting to order at 5:15 pm. The Board moved to Closed Session in the conference room (HSLH-136). **Quorum Established (1.1)**

The Board discussed the following items:

- 1.2a Conference with Legal Counsel (*pursuant to Govt. Code Section 54956.9(a)*) - **Closed Session (1.2)**
Four Cases
1) Gina LaMonica v. Santa Clarita Community College District (PERB Case No. LA-CE-5173-E);
2) Gina LaMonica v. Santa Clarita Community College District (PERB Case No. LA-CE-5182-E);
3) Gina LaMonica v. Santa Clarita Community College District (EEOC Charge No. 480-2008-02929);
4) In the Matter of the Grievance filed by the College of the Canyons Faculty Association [SCCCD File No. 03-2007-08-08]
- 1.2b Conference with Legal Counsel (*pursuant to Govt. Code Section 54956.9(b)*) -
One Case
The District received a claim from Gina LaMonica dated June 25, 2008 pursuant to the Tort Claims Act (*copies of the claim are available for public inspection pursuant to Govt. Code Section 54957.5*)

Those present in Closed Session were Capet, Coleal, Fiero, Fortine, Jenkins, MacGregor, Wilding and Wilk. Mr. Bruce Barsook (Attorney, Liebert Cassidy Whitmore) was also present.

The Board returned to Open Session at 7:26 pm and Ms. MacGregor announced no action had been taken in Closed Session.

Ms. MacGregor asked Mr. Fortine to lead the flag salute.

**Flag Salute
(1.3)**

Ms. MacGregor 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. She noted Mr. Tichenor was teaching his class in Bakersfield tonight and could not attend, and Dr. Wilding would be filling in for Dr. Van Hook.

**Welcome Guests
(1.4)**

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

**Approval of Agenda
(1.5)**

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

- ✓ Mr. Getzan briefly highlighted the accomplishments of the Small Business Development Center (SBDC), and introduced Mr. de la Cerda, who introduced Mr. Jeremy Moser, owner of “Cat Livin” – a business which is a success story for our SBDC. Mr. Moser had his products on display and briefly highlighted his experience in building his business and how the SBDC assisted him at all levels.
- ✓ Ms. Fiero introduced the members of the LEAP Solution Team who created the “GO Program.” She provided an overview of this program and the condensed 5-week online courses, how it will work, and noted it will be implemented in fall 2008 as a pilot program. She also distributed a planned schedule for the Personalized Accelerated Learning (PAL) Program, a cohort model to help students move through the basic skills level courses in an accelerated format.

**Recognition/Up Close
(1.7)**

The Board moved approval of the minutes as follows:

Motion: Fortine Second: Jenkins Record of Vote: 3-0-1
(Abstain: Wilk)
Student Trustee: Aye

**Approval of Minutes
(6/25/08)
(1.6)**

Ms. MacGregor announced Item 5.6 was being removed completely from the Agenda. Mr. Wilk requested Item 3.2 be removed for separate approval. The Board moved approval of the remainder of the Consent Calendar, with the additional information presented for Item 7.1:

**Consent Calendar
(2)**

- 3.1 Approval of Amendment #1 Between Santa Clarita Community College District and Long Beach Community College District for the Small Business Development Center (SBDC)
- 3.3 Approval of Contract Agreement with Boston Reed College for Pharmacy Technician Program Through Community Education
- 3.4 Approval of Contract Between Santa Clarita Community College District and New Start Home Care (Nursing Program)
- 5.1 Approval of Purchase Order Schedule PO 07/08-12
- 5.2 Approval of Travel Authorizations Schedule T 08/09-3
- 5.3 Approval of Mileage Rate Increase to 58.5¢ Per Mile for Business Miles Driven Effective July 1, 2008
- 5.4 Approval of Agreements with Legal Firms for Legal Services for Santa Clarita Community College District
- 5.5 Approval of Agreement Between Piper Jaffray & Co. and Santa Clarita Community College District for Investment Banking and Financial Services Associated with General Obligation Bonds
- ~~5.6 Denial of Claim for Damages – Keenan & Associates Claim #4501-08-00003-01-06~~
- 6.1 Approval of Notice of Completion for Hasley Hall Construction Project (Classroom/High Tech Construction Project)
- 6.2 Approval of Notice of Completion for Fire Alarm Upgrade Scheduled Maintenance Project (SimplexGrinnell)

- 6.3 Approval of Contract for Temporary Workers for the Dr. Dianne G. Van Hook University Center Construction Project (SelectRemedy)
- 6.4 Approval of Change Order for Canyon Country Campus Construction Project
- 6.5 Ratification of Contract for Scheduled Maintenance Project for Classroom Village (California Power-Vac)
- 6.6 Approval of Escrow Account for Site Plumbing and Mechanical Contractor for the Dr. Dianne G. Van Hook University Center Construction Project (HPS Mechanical)
- 6.7 Approval of Contract for Fire Alarm Maintenance/Inspection (SimplexGrinnell)
- 7.1 Approval of Personnel Schedule PERS 2008/2009-1
- 7.2 Approval of Classified Administrator Employment Contract for Interim Economic Development Executive Project Director
- 7.3 Approval of Classified Administrator Employment Contract for Interim Assistant Director, Small Business Development Center (SBDC)
- 8.1 Approval of Renewal Agreement Between Santa Clarita Community College District and TIER for Software
- 8.2 Approval of Renewal Agreement Between Santa Clarita Community College District and Datatel for Software Products
- 8.3 Approval of Agreements Between Santa Clarita Community College District/MIS Department and Datatel for Partner Specific Products: 1) Unidata/Colleague Application; 2) e-Commerce Client Report and e-Commerce Licensed Products; and 3) SecuritySmith Licensed Products
- 8.4 Approval of Renewal Agreement Between Santa Clarita Community College District and HPM Networks
- 8.5 Approval of Renewal Agreement Between Santa Clarita Community College District and ROC Software
- 8.6 Approval of Agreement Between Santa Clarita Community College District and Mr. Joe Johnson for Grant Writing Services
- 8.7 Approval of Agreement with Datatel Inc. to Implement and Install the Active Campus Portal

Motion: Fortine Second: Jenkins Record of Board Vote: 4-0
Student Trustee: Aye

Item 3.2 was removed from the Consent Calendar for separate approval:

- 3.2 Approval of Renewal of Contract Between Santa Clarita Community College District and Henry Mayo Newhall Memorial Hospital for Full-Time Nursing Instructor

Motion: Jenkins Second: Fortine Record of Board Vote: 3-0-1
(Abstain: Wilk)
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.

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

**Items Removed from
the Consent Calendar
(Item 3.2)**

**Approval of Payments
for Supplemental
Services for Full-Time
& Adjunct Faculty, Info
on Full-Time Faculty
Reassigned Time,
Overload & Extra
Session Payments
(3.5)**

The Board moved Ratification of Sponsorship Agreement for 2008-09 PAC Season with Go Country 105 FM.

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

**Ratification of
Sponsorship
Agreement for 2008-09
PAC Season with Go
Country 105 FM
(3.6)**

This item was moved forward on the agenda for discussion. Dr. Daylene Meuschke and Ms. Audrey Green provided an overview of the ARCC Report and the College of the Canyons Action Plan for Basic Skills, respectively. There was a brief question and answer period. Their presentations are hereby made a part of these minutes as if fully set forth herein.

**Presentation of
Accountability
Reporting for the
Community Colleges
(ARCC/ AB1417) Report
and College of the
Canyons Action Plan
(Basic Skills)
(3.8)**

The Board moved Approval of Agreement Between William S. Hart Union High School District and Santa Clarita Community College District for Early College High School (ECHS).

**Approval of Agreement
Between William S.
Hart Union High School
District and Santa
Clarita Community
College District for
Early College High
School (ECHS)
(3.7)**

Motion: Fortine Second: Jenkins Record of Board Vote: 4-0
Student Trustee: Aye

The Board moved Approval/Ratification of Budget Transfers.

**Approval/Ratification of
Budget Transfers
(5.7)**

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

The Board was presented with the Financial Report – Month Ending May 31, 2008 for information.

**Financial Report –
Month Ending 5/31/08
(5.8)**

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

**Approval of Change
Orders for the PE
Addition and Tennis
Courts Construction
Project
(6.8)**

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

The Board moved Approval of Classified and Administrative Employees' Holiday Schedule Fiscal Year 2008-2009.

**Approval of Classified
and Administrative
Employees' Holiday
Schedule Fiscal Year
2008-2009
(7.4)**

Motion: Fortine Second: Jenkins Record of Board Vote: 4-0
Student Trustee: Aye

The Board moved Approval of Administrator Contract Amendments (J. Brezina, G. Bogna, and S McLean).

**Approval of
Administrator Contract
Amendments
(7.5)**

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

The Board moved Approval of Business Services Board Policy (Alcoholic Beverages), Second Reading.

**Approval of Business
Services Board Policy
(Alcoholic Beverages),
Second Reading
(9.1)**

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

Dr. Wilding noted there was a CCLC alert on Runner's Bill, asking for our support.

**Update on Legislation
(10.1)**

Mr. Dermody was not present.

**Academic Senate
Report
(11.1)**

- ✓ There was no one from Classified Senate present to report.
- ✓ Ms. Mayer noted the July 9th agenda was the first one to be made available completely online for the campus and public use.

**Classified Senate
Report
(11.2)**

Ms. Jenkins had nothing to report.

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

Ms. Fiero had nothing to report.

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

Dr. Capet:

- ✓ Commended Dr. Patty Robinson who has been working with the SCV Senior Center and the "Uncle Sam Wants You...Back!" event. It was held on July 5th and was a great success. They had 48 volunteers sign up for the COC Veterans' History Project.

Ms. Coleal noted that:

- ✓ There was a CCLC online Budget update that came out this week. The Board noted they receive this information via email.

Dr. Wilding added that:

- ✓ Last week, we celebrated Dr. Van Hook's 20th employment anniversary on July 1st. The campus community stopped by the switchboard to sign a twenty dollar bill created by our graphics department (with her picture on it), which will be framed for her. Ms. MacGregor noted the Board also celebrated this accomplishment at the May 28th Board meeting, when her title change had been announced.

Mr. Cardenas added that:

- ✓ ASG has started having their meetings. They are preparing their Executive Board and getting everyone moving forward.

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

Mr. Wilk and Ms. Jenkins had nothing to report:

Mr. Fortine congratulated the COC Football team for their pre-season #1 ranking for this year.

Ms. MacGregor:

- ✓ Reminded the Board of the fall FLEX workshop on August 21st from 12-1:30pm in Aliso Lab 101.
- ✓ Noted the Board has decided to go with a professional photographer outside of the District for their photographs. Ms. Mayer will coordinate that effort.

There were none.

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

Ms. MacGregor noted the Board would like to receive the Hart District information chart showing what COC has provided to Hart via partnerships historically in the near future.

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

**Board of Trustees Minutes – Business Meeting
July 9, 2008**

2008/09- 6

Vice President MacGregor announced the next meeting will be a Business Meeting on Wednesday, August 13, 2008. Closed Session is scheduled for 5:00 pm, with Open Session at 6:30 pm in HSLH 137.

Announcement of Next Meeting (08/13/08) and Adjournment (12)

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

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

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

Entered in the proceedings of the District _____