

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

**BUSINESS MEETING**  
**WEDNESDAY, JULY 11, 2007**  
**MINUTES**

The Business Meeting of the Board of Trustees of the Santa Clarita Community College District was called to order on Wednesday, July 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  
Mrs. Michele R. Jenkins  
Mr. Scott Thomas Wilk  
Mr. Steven Vanover, Student Trustee

Members Absent: Mrs. Joan W. MacGregor (recovering from surgery)  
Mr. Ernest L. Tichenor (teaching)

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  
Dr. Barry Gribbons, Assistant Superintendent/VP, Institutional Development, Technology & Online Services  
Ms. Diane Fiero, Assistant Superintendent/VP, Human Resources  
Ms. Lynne Mayer, Administrative Assistant/Classified Coordinating Council

Special Guests: Ms. Sharon Collins, Coordinator, PAC Volunteers

President Jenkins declared a quorum and called the meeting to order at 5:05 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 Legal Counsel – Anticipated Litigation  
One Case  
*(pursuant to Government Code §54956.9)*

Those present in Closed Session were Capet, Coleal, Fiero, Fortine, Gribbons, Jenkins, Wilding and Wilk.

The Board returned to Open Session in the Staff Dining Room at 5:43 p.m. President Jenkins announced the Board took no action in Closed Session. She announced that Ms. MacGregor was recuperating from knee surgery, Mr. Tichenor was teaching his class at Bakersfield College, and Dr. Van Hook was on a business trip to Feather River College.

President Jenkins asked Mr. Vanover 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  
July 11, 2007**

2007/08-02

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: Fortine                      Second: Vanover                      Record of Board Vote: 3-0  
Student Trustee:                      Aye

Mr. Vanover made a correction to the minutes of 6/27/07, and the Board moved approval of them, as amended.

**Approval of Minutes  
(6/27/07)  
(1.6)**

Motion: Wilk                              Second: Fortine                              Record of Board Vote: 3-0  
Student Trustee:                              Aye

Ms. Jenkins introduced Ms. Sharon Collins, Coordinator, PAC Volunteers. She introduced two of three 300-hour volunteers for the Performing Arts Center – Ms. Mindy Duffy and Ms. Donna Halaby. Ms. Sara Floyd was not able to attend. The Board expressed their thanks to these volunteers for their dedication to the College and our Performing Arts Center.

**Recognition  
(1.7)**

Dr. Wilding introduced Dr. Floyd Moos, who informed the Board that the College has been given \$10,000 for ten separate \$1,000 scholarships for students in Fine and Performing Arts through the Jack Oakie and Victoria Horne Oakie Charitable Foundation. Several other colleges benefited from this gift also. The best part is we will receive \$10,000 every year for an undetermined amount of time in the future!

Ms. Jenkins removed Item 7.2 for separate approval. The Board moved approval of the remainder of Consent Calendar as follows (with the additional information presented for Item 7.1)

**Consent Calendar  
(2)**

- 3.1 Approval of Resolution 2007/08-01: State Preschool, Contract CPRE-7179
- 3.2 Approval of Resolution 2007/08-02: Full-Day Preschool, Contract CFDP-7034
- 3.3 Approval of Resolution 2007/08-03: General Child Care and Development Programs, Contract CCTR-7192
- 3.4 Approval of Resolution 2007/08-04: Facilities and Renovation and Repair, Contract CRPM-6067
- 5.1 Approval of Purchase Order Schedule PO 06/07-12
- 5.2 Approval of Travel Authorizations Schedule T 06/07-14
- 5.3 Approval of Travel Authorizations Schedule T 07/08-1
- 5.4 Approval/Ratification of Interfund Transfers
- 5.5 Approval of Agreements Between Santa Clarita Community College District and Legal Firms for Legal Services for the Santa Clarita Community College District
- 6.1 Approval of Notices of Completion for Laboratory Expansion Construction Project
- 6.2 Approval of Release of Retention for the Laboratory Expansion Construction Project
- 6.3 Approval of Contract for Fire Alarm Maintenance/Inspection (SimplexGrinnell)
- 6.4 Approval of Change Orders for Laboratory Expansion Construction Project
- 6.5 Approval of Change Order for Canyon Country Campus Construction Project (Concrete Building Foundations)
- 6.6 Approval of Change Order for Canyon Country Campus Construction Project (Modular Classroom Buildings)
- 6.7 Approval of Addendum #04 to Consultant Agreement for Geotechnical Services (Soils Engineering) for the PE Addition and Tennis Court Construction Project
- 7.1 Approval of Personnel Schedule PERS 2007/08-01

Motion: Vanover                      Second: Wilk                              Record of Board Vote: 3-0  
Student Trustee:                              Aye

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

2007/08-03

The Board moved approval of Classified Administrator Employment Contract for Theatre Manager. Ms. Toon was present at the meeting and thanked the Board for their support. The Board noted their appreciation of her work with the PAC.

**Approval of Classified Administrator Employment Contract for Theatre Manager (7.2)**

Motion: Fortine                      Second: Wilk                      Record of Board Vote: 3-0  
Student Trustee:                      Aye

The Board moved Approval of Agreement Between the Santa Clarita Community College District and Cerritos College CACT.

**Approval of Agreement Between the Santa Clarita Community College District and Cerritos College CACT (3.5)**

Motion: Fortine                      Second: Vanover                      Record of Board Vote: 3-0  
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.

**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 (3.6)**

Motion: Fortine                      Second: Vanover                      Record of Board Vote: 3-0  
Student Trustee:                      Aye

The Board moved Approval/Ratification of Budget Transfers.

**Approval/Ratification of Budget Transfers (5.6)**

Motion: Fortine                      Second: Vanover                      Record of Board Vote: 3-0  
Student Trustee:                      Aye

The Board received the Financial Report – Month Ending May 31, 2007 as information.

**Financial Report – Month Ending May 31, 2007 (5.7)**

At this time, Mr. Schrage shared photographs which showed the first buildings (modulars) being placed on the Canyon Country Site earlier this week.

The Board moved Approval of Addendum #04 to the Executive Architect Agreement for the Physical Education Addition and Tennis Courts Construction Project with Flewelling & Moody Architects in the amount of \$8,000.

**Approval of Addendum #04 to the Executive Architect Agreement for the Physical Education Addition and Tennis Courts Construction Project (6.8)**

Motion: Fortine                      Second: Vanover                      Record of Board Vote: 3-0  
Student Trustee:                      Aye

The Board moved Approval of Change Order for Canyon Country Campus Construction Project (Storm Drain Repairs).

**Approval of Change Order for Canyon Country Campus Construction Project (Storm Drain Repairs) (6.9)**

Motion: Fortine                      Second: Vanover                      Record of Board Vote: 3-0  
Student Trustee:                      Aye

The Board moved Approval of Contract for Geotechnical Services for the Canyon Country Campus Construction Project.

Motion: Fortine                      Second: Wilk                      Record of Board Vote: 3-0  
Student Trustee:                      Aye

**Approval of Contract  
for Geotechnical  
Services for the  
Canyon Country  
Campus Construction  
Project  
(6.10)**

The Board moved Ratification of Purchase Order (#23280) for Electrical Equipment for the Canyon Country Campus Construction Project to Square D Company/Schneider Electric.

Motion: Wilk                      Second: Fortine                      Record of Board Vote: 3-0  
Student Trustee:                      Aye

**Ratification of  
Purchase Order for  
Electrical Equipment  
for the Canyon Country  
Campus Construction  
Project  
(6.11)**

The Board moved Approval to Award Contract for the Canyon Country Campus Construction Project (Site Curbs, Gutters, Paving and Site Concrete).

Motion: Wilk                      Second: Fortine                      Record of Board Vote: 3-0  
Student Trustee:                      Aye

**Approval to Award  
Contract for the  
Canyon Country  
Campus Construction  
Project (Site Curbs,  
Gutters, Paving and  
Site Concrete)  
(6.12)**

The Board moved Approval of Contract for Site Improvement Construction (GO Bond Project) with Town Park Construction.

Motion: Wilk                      Second: Fortine                      Record of Board Vote: 3-0  
Student Trustee:                      Aye

**Approval of Contract  
for Site Improvement  
Construction (GO Bond  
Project)  
(6.13)**

Dr. Wilding had nothing on Legislation to report.

**Update on Legislation  
(10.1)**

Ms. Jenkins noted that Diane Woodruff was recently appointed as the Interim Chancellor of the Community College system.

Mr. Dermody was not present.

**Academic Senate  
Report  
(11.1)**

On behalf of Ms. Janine Martinez, who was approved on the Personnel Schedule as a new member of the Confidential Employees Group, Ms. Mayer read a statement from her thanking the Board for their support to her unit modification. Ms. Martinez is looking forward to continuing to serve the District. Ms. Mayer added that Ms. Chris Miner is also excited about this change and appreciates the Board's support.

**Classified Coordinating  
Council Report  
(11.2)**

Ms. Fiero reported that:

- ✓ She attended the American Association of Community Colleges (AACC) Future Leaders Institute in San Francisco. She found it very worthwhile and hopes more administrators will attend in the future. She thanked the Board for their support for her attendance.

**Supt-President's  
Report  
(11.3)**

Dr. Gribbons reported that:

- ✓ Due to significant changes in the Accreditation process, new procedures needed to be established, which are called Administrative Unit Outcomes (AOU). The managers held an AOU retreat on July 9, where they developed department AOU's. The retreat was very productive, and he shared some photos from the event.

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

2007/08-05

Dr. Capet noted that:

- ✓ In a local real estate magazine, an ad for a home that was for sale was listed as being “close in proximity to the new COC campus in Canyon Country.”
- ✓ He was recently elected to the state CIO Board.

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

Ms. Coleal added that:

- ✓ She attended the Board of Governors meeting in Sacramento last Monday as they were discussing the proposed changes to SB 361. She noted that Mr. Eric Skinner has been very helpful and cooperative and he spoke eloquently to the Board of Governors on behalf of community colleges.

Mr. Vanover announced that:

- ✓ He attended the Aliso Lab ribbon cutting ceremony today, and noted that students are very happy with the new classrooms and labs.
- ✓ The ASG officers are pushing forward to fill their open positions and plan to contact administrators to meet with them and discuss any ideas they may have for the year.

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

Mr. Wilk had nothing to report.

Mr. Fortine thanked everyone for their help in getting the COC Fire Engine ready for the 4<sup>th</sup> of July parade.

Ms. Jenkins added that:

- ✓ She rode on the fire truck, along with Mr. Tichenor, Dr. Gribbons, his wife and daughter, Dr. Dena Maloney and her husband, Mike. She thanked Mr. Steve Dixon for driving the truck, also.

None.

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

None.

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

President Jenkins announced the next meeting will be a Business Meeting held on August 8, 2007 beginning at 5:00 for Closed Session, 6:30 pm for Open Session in the Staff Dining Room.

**Announcement of Next  
Meeting (08/08/07) and  
Adjournment  
(12)**

There being no further business, the meeting was adjourned at 6:36 p.m.

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Mrs. Joan W. MacGregor, 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 \_\_\_\_\_