

SANTA CLARITA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

BUSINESS MEETING
WEDNESDAY, AUGUST 8, 2007
MINUTES

The Business Meeting of the Board of Trustees of the Santa Clarita Community College District was called to order on Wednesday, August 8, 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
Mrs. Joan W. MacGregor
Mr. Ernest L. Tichenor
Mr. Scott Thomas Wilk (arrived 5:15 pm)
Mr. Steven Vanover, Student Trustee

Others Present: Dr. Dianne Van Hook, Superintendent-President
Dr. Mitjl Capet, Assistant Superintendent/Vice President, Instruction
Dr. Michael Wilding, Assistant Superintendent/VP, Student Services
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

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 (*if necessary*)
One Case
(*pursuant to Government Code §54956.9*)
- 1.2b 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 Capet, Coleal, Fiero, Fortine, Gribbons, Jenkins, MacGregor, Tichenor, Van Hook, Wilding and Wilk.

The Board returned to Open Session in the Staff Dining Room at 6:45 p.m. President Jenkins announced the Board took no action in Closed Session.

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)**

Ms. Jenkins moved this item forward on the agenda, as she had a request to speak from Ms. Virginia Soohoo-Baxter. Ms. Soohoo-Baxter read a letter against the college's desire to realign the Applied Music Classes and Programs through Community Extension, rather than the Music Department.

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

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: 5-0
Student Trustee: Aye

The Board moved approval of the minutes of July 11, 2007.

**Approval of Minutes
(07/11/07)
(1.6)**

Motion: Fortine Second: Vanover Record of Board Vote: 3-0-2
Abstain: Tichenor, MacGregor
Student Trustee: Aye

Dr. Van Hook had no recognition items.

**Recognition
(1.7)**

Dr. Van Hook announced that on the additional information for Item 7.1, Section B-2, the position for Ms. Betancourt should be a Coordinator III level. The Board tabled Item 3.1 for a future meeting, and moved approval of the Consent Calendar (with the additional information presented for Item 7.1 and the revision of the contract for Item 5.4).

**Consent Calendar
(2)**

- 3.2 Approval of Contract Between Santa Clarita Community College District and *ACCENT International Consortium for Academic Programs Abroad, Ltd.* for Educational Travel, Summer Session 2008
- 3.3 Approval of Renewal of Agreement (Amendment #8) Between Santa Clarita Community College District and Kaiser Foundation Hospitals
- 3.4 Ratification of Agreement Between the Santa Clarita Community College District and Ms. Christina Bradley, Interim Dean, Economic Development
- 5.1 Approval of Travel Authorizations Schedule T 07/08-2
- 5.2 Approval of Purchase Order Schedule PO 07/08-01
- 5.3 Approval/Ratification of Interfund Transfers
- 5.4 Ratification of Amendment Between the Santa Clarita Community College District and Integrated Support Solutions, Inc. (ISSI)
- 5.5 Ratification of Amendment Between the Santa Clarita Community College District and Barnes and Noble College Booksellers, Inc.
- 6.1 Approval of Notice of Completion for Laboratory Expansion Construction Project
- 6.2 Approval of Contracts for Classroom/High Tech Center Construction Project (Bird/Pest Control and Building Signage)
- 6.3 Approval of Contract for PE Addition and Tennis Courts Construction Project (Signage Design)
- 6.4 Approval of Contract with Sports Turf & Facilities Management for Soccer Field Renovation
- 6.5 Approval of Contract for University Center Construction Project (Geotechnical Services)
- 6.6 Approval of Contract for University Center Construction Project (Welding Inspection)
- 6.7 Ratification of Contract for Miscellaneous Grading for the Canyon Country Campus Construction Project
- 6.8 Ratification of Contract for Restoration of Street and Parking Grading for the Canyon Country Campus Construction Project
- 6.9 Ratification of Contract for Engineering Services for Grading for the Canyon Country Campus Construction Project

- 6.10 Ratification of Contracts for the Canyon Country Campus Construction Project (Irrigation/Landscape and Secondary Electrical, Voice, Data, Fire Alarm & Security) **Consent Calendar (2) con't**
- 6.11 Ratification of Purchase Order for Signage for the Canyon Country Campus Construction Project
- 6.12 Ratification of Purchase Order for Sliding Gate for the Canyon Country Campus Construction Project
- 6.13 Ratification of Purchase Order for Telephone System Installation for the Canyon Country Campus Construction Project
- 6.14 Ratification of Purchase Orders for Flooring for the Canyon Country Campus Construction Project
- 6.15 Ratification of Purchase Order for Flooring for the Remodel Secondary Effects Construction Project
- 7.1 Approval of Personnel Schedule PERS 2007/2008-02
- 7.2 Approval of Educational Administrator Employment Contract for Interim Director, Public Safety Instructional Programs (60%)
- 8.1 Approval of Surplus District Property Other than Land Under Board Policy 707 (Computer Equipment)
- 8.2 Approval of Renewal of Annual Agreement Between Santa Clarita Community College District and Microsoft Corporation
- 8.3 Approval of Renewal of Agreement Between Santa Clarita Community College District and Datatel for Colleague Software Annual License Agreement
- 8.4 Approval of Renewal of License Agreement Between Santa Clarita Community College District and XAP Corporation
- 8.5 Approval of Renewal of Agreement Between the Santa Clarita Community College District and TIER Software
- 8.6 Approval of Renewal of Agreement Between Santa Clarita Community College District and ROC Software
- 8.7 Approval to Renew License Agreement Between Santa Clarita Community College District and iParadigms LLC for Turnitin.com
- 8.8 Approval of Agreements Between the Santa Clarita Community College District/MIS Department for Partner Specific Products: 1) Unidata User Licenses and Database Maintenance for the Colleague Application Software 2) e-Commerce Client Report and e-Commerce Licensed Products 3) SecuritySmith License Products
- 8.9 Approval of Agreement Between the Santa Clarita Community College District and Mr. Joe Johnson for Grant Writing Services
- 8.10 Approval of Agreement Between the Santa Clarita Community College District and Ms. Adriana Schaefer for Grant Writing and University Center Services
- 8.11 Approval to Award and Execute Contract for Multimedia Equipment

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

Ms. Bozman noted 2 positions were approved for the Public Information Office, and she thanked the Board for their support to her department.

The Board moved Approval of Agreement Between the Santa Clarita Community College District and Henry Mayo Newhall Memorial Hospital: Responsive Training Fund Grant.

**Approval of Agreement
Between the SCCCD
and HMNMH:
Responsive Training
Fund Grant
(3.5)**

Motion: MacGregor Second: Tichenor 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.

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

**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)**

The Board moved Approval of Agreement Between the Santa Clarita Community College District and Nuesoft Express for the Student Health & Wellness Center Scheduling and Records Software.

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

**Approval of Agreement Between SCCCD and Nuesoft Express for the Student Health & Wellness Center Scheduling and Records Software
(4.1)**

The Board moved Approval of Professional Services Agreement Between the Santa Clarita Community College District and Goodwill of Southern California.

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

**Approval of Professional Services Agreement Between the SCCCD and Goodwill of Southern California
(4.2)**

Mr. Schrage provided a PowerPoint showing photos of the progress being made at the Canyon Country Campus.

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

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

**Approval of Change Orders for Canyon Country Campus Construction Project
(6.16)**

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

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

**Approval of Change Orders for the Classroom/High Tech Center Construction Project (Hasley Hall)
(6.17)**

The Board moved Approval of Change Orders for Laboratory Expansion Construction Project (Aliso Hall).

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

**Approval of Change Orders for Laboratory Expansion Construction Project (Aliso Hall)
(6.18)**

Ms. MacGregor noted that these 3 change orders (Items 6.16, 6.17 and 6.18) total approximately \$600,000 worth of changes. Ms. Jenkins noted these changes were within the budget. Dr. Van Hook asked Mr. Schrage to thank the Construction Managers (CM) for their help with Aliso Hall, as we are 100% complete and still have 31% of our established contingency remaining. Lundgren Management, the CM on this project, were right on top of everything throughout this project.

Dr. Van Hook noted that:

- ✓ Ms. Coleal filled out and returned a survey to the CCLC, which had been requested by the CCLC about the impact of the budget stalemate on community colleges. The survey was sent to all community colleges for their input.
- ✓ Yesterday, she received a call from Senator Runner's staff to assure us that the Senator would not support any community college cuts in the budget.
- ✓ A photo album has been put together to send Senator Runner thanking him for his support towards many COC programs and campus projects over the years as an elected official since 1996. Dr. Van Hook asked the Board members to sign the letter included in the album.
- ✓ Congressman McKeon helped us to secure \$100,000 to get our medical specialty lab program off the ground. We are excited to move forward and identify the partners we need to make the lab a reality. It will be located in a soon to be remodeled space in Bonelli Hall.

**Update on Legislation
(10.1)**

Ms. Jenkins noted that she was at an event recently and it appears the legislators are determined to carve out the \$680 million from the budget before they will move forward to finalize it.

Mr. Dermody was not present.

**Academic Senate
Report
(11.1)**

Ms. Mayer had nothing to report.

**Classified Coordinating
Council Report
(11.2)**

Ms. Fiero and Dr. Wilding had nothing to report.

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

Dr. Gribbons reported that:

- ✓ The college hosted a fabulous Open House for the University Center on August 7 from 4:00 to 7:00 pm for prospective students. In the past, we've had 100 people attend, but yesterday, we had about 250-300 people in the first hour. The partners and the University Center team members were very excited to have such interest.

Ms. Coleal:

- ✓ Recognized her staff, as they have been working diligently to close the books for year end and gearing up for the new budget. She appreciates their dedication.
- ✓ Attended the Betty Ferguson Foundation's Woman of Honor dinner and truly enjoyed it, noting it was a very moving event.

Dr. Van Hook announced that:

- ✓ There was a nice article in the paper about Ms. Diane Hellrigel, a former adjunct language instructor for COC. The article was about her successful climb of Mt. Everest.
- ✓ There was also an article from the Sacramento Bee on Dr. Diane Woodruff, the new interim Chancellor. Dr. Van Hook noted Ms. Woodruff is an excellent choice and is the first woman to serve in this position. Ms. Jenkins echoed that Ms. Woodruff will be great in this position.
- ✓ The CCLC has provided an overall picture of CSU, UCs, and community colleges entitled "Fast Facts." Dr. Van Hook distributed copies of it to the Board for those who had not received it already.
- ✓ She was pleased to see the article in the Signal about Charlie Tichenor's scholarship that he recently received.

In addition, Dr. Van Hook shared several photographs (via a PowerPoint slide show) with the Board of Yasser and Christina Issa's baby, the University Center Open House, and the Ropes Course at Camp Tahquitz. It is our hope that we could incorporate this into some of our majors/programs and use the site as a resource to instructional programs.

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Mr. Vanover announced that:

- ✓ He will be attending the Student Trustee Workshop in Santa Clara this weekend. Right now, the CCCT only has one application for the student representative, so he submitted his application for possible appointment to this position as well.
- ✓ The ASG officers met last week, and will meet again next week to talk about increasing the student support fee, currently at \$9 per semester.
- ✓ They will be present at the Canyon Country Campus during Welcome Week and will explore ideas of how to handle having ASG support and programs at the new campus.

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

Mr. Wilk had nothing to report.

Mr. Fortine noted that he attended:

- ✓ The Betty Ferguson Foundation Woman of Honor dinner.
- ✓ The COC Foundation Board meeting.
- ✓ The Canyon Theatre Guild's "Beauty and the Beast" play on Opening Night in the PAC. There was also a dinner at Bill and Cathy Kennedy's home before the play.

Ms. MacGregor noted that:

- ✓ While she was in the hospital recuperating from her knee surgery, she talked with many of our former nursing students, who are working at the hospital (HMNMH).

Mr. Tichenor added that:

- ✓ He attended the Open House for the University Center and talked to many interested students.
- ✓ He finished his teaching schedule for the summer.
- ✓ He and his wife Holly are very excited about their son Charlie's scholarship, noting that Charlie will receive the award at Lincoln Center in New York, and will have the opportunity to play on stage there as well.

Ms. Jenkins added that:

- ✓ She has attended some local community musical performances around Santa Clarita (Valencia Marketplace, for instance) and has found them very entertaining.

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)**

**Board of Trustees Minutes – Business Meeting
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President Jenkins announced the next meeting will be a Business Meeting held on August 22, 2007 beginning at 5:00 for Closed Session, 6:30 pm for Open Session in the Staff Dining Room.

Announcement of Next Meeting (08/22/07) and Adjournment (12)

There being no further business, the meeting was adjourned at 8:34 p.m.

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

Dr. Dianne Van Hook
Superintendent-President
College of the Canyons

Entered in the proceedings of the District _____