

AGENDA  
Regular Meeting  
BOARD OF TRUSTEES  
STATE CENTER COMMUNITY COLLEGE DISTRICT  
**Forum Hall, Reedley College**  
**995 N. Reed Avenue, Reedley, California**  
4:00 p.m., April 2, 2002

- I. Call to Order
- II. Pledge of Allegiance
- III. Introduction of Guests
- IV. Approval of Minutes, Meeting of March 5, 2002
- V. Delegations, Petitions, and Communications [see footnote, page 2]
- VI. Reports of Chancellor and Staff
  - A. PRESENTATIONS
    - 1. Chancellor's Report Judith A. Redwine
    - 2. Campus Reports Tom Crow, RC  
Art Elish, FCC  
Don Yeager, NC
    - 3. Reports by Reedley College Academic Senate, Classified Senate, and Associated Students Ron Nishinaka  
Lisa McAndrews  
Alberta Esquibel
    - 4. Agriculture and Natural Resources Department Update Bud West
  - B. CONSIDERATION OF CONSENT AGENDA [02-60 through 02-68]
  - C. PERSONNEL
  - D. GENERAL
    - 1. California Community College Trustees 2002 Ballot for Board of Directors [02-69] Phil Forhan
    - 2. Consideration to Authorize Purchase of Accessible Passenger Bus [02-70] Jon Sharpe

D. GENERAL (continued)

3. Consideration of Resolution for Participation [02-71] Jon Sharpe  
in Community College League of California  
2002-03 Cash Flow (TRANS) Financing  
Program
4. Consideration to Adopt Resolution Authorizing [02-72] Jon Sharpe  
Submittal of Final Projects Proposals and  
Authorization to Submit 2004-2008 Five-Year  
Construction Plan

VII. Reports of Board Members

VIII. Old Business

IX. Future Agenda Items

X. Closed Session

A. CONFERENCE WITH LABOR NEGOTIATOR [SCFT Part-Time Bargaining Unit],  
Randy Rowe, Pursuant to Government Code Section 54957.6

XI. Open Session Action (if any)

XII. Adjournment

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The Board chairperson, under Board Policy 9320.1, has set a limit of three minutes each for those who wish to address the Board. General comments will be heard under Agenda Section Delegations, Petitions and Communications at the beginning of the meeting. Those who wish to speak to items to be considered in Closed Session will be given the opportunity to do so following the completion of the open agenda and just prior to the Board's going into Closed Session. Individuals wishing to address the Board should fill out a Request Form and file it with the Associate Vice Chancellor-Human Resources, Randy Rowe, at the beginning of the meeting.

CONSENT AGENDA  
BOARD OF TRUSTEES MEETING  
April 2, 2002

PERSONNEL

1. Employment and Extension of Contract, Certificated Personnel [02-60]
2. Employment, Promotion, Change of Status, Resignation, and Retirement, Classified Personnel [02-61]

GENERAL

3. Consideration to Approve Out-of-State Travel, Jazz Ensemble, Jazz Combo, and City Singers, Fresno City College [02-62]
4. Consideration to Approve Out-of-State Travel, Upward Bound Students, Reedley College [02-63]
5. Consideration to Approve Out-of-State Travel, Phi Theta Kappa Students, Fresno City College [02-64]
6. Review of District Warrants and Checks [02-65]
7. Consideration to Approve Agreement with California Department of Education for Child Development Careers Project, Fresno City College [02-66]
8. Consideration to Approve Memorandum of Understanding with Madera County, Oakhurst Center [02-67]
9. Consideration of Bids, Sale of Surplus Aviation Equipment [02-68]

MINUTES OF MEETING OF  
BOARD OF TRUSTEES  
STATE CENTER COMMUNITY COLLEGE DISTRICT  
March 5, 2002

Call to Order            A regular meeting of the Board of Trustees of the State Center Community College District was called to order by President Phillip Forhan at 4:03 p.m., March 5, 2002, at the District Office Boardroom, 1525 E. Weldon Avenue, Fresno, California.

Trustees Present        Phillip J. Forhan, President  
Adolfo M. Corona, Vice President (arrived at 4:06 p.m.)  
Ron Manfredi, Secretary  
Patrick E. Patterson (arrived at 4:05 p.m.)  
Dorothy Smith  
William J. Smith  
Leslie Thonesen  
Margaret Todd, Student Trustee, FCC  
Warren Bisel, Student Trustee, RC

Also present were:

Judith A. Redwine, Chancellor, SCCCCD  
Art Elish, Interim President, Fresno City College  
Tom Crow, President, Reedley College  
Jon Sharpe, Executive Vice Chancellor-Administration and Finance, SCCCCD  
Don Yeager, Vice Chancellor-North Centers  
Shirley Bruegman, Vice Chancellor-Educational Services and Planning, SCCCCD  
Randy Rowe, Associate Vice Chancellor-Human Resources, SCCCCD

Introduction of        Among the others present, the following signed the guest list:  
Guests

Cindy Spring, Executive Secretary to the Chancellor, SCCCCD  
Teresa Patterson, Executive Director-Public and Legislative Relations, SCCCCD  
Jerry Behrens, Legal Counsel, Lozano Smith  
Brian Speece, Associate Vice Chancellor-Business and Operations, SCCCCD  
Zwi Reznik, AFT Representative and Staff, FCC  
Chris Caldwell, CSEA President and Staff, FCC  
Ann Walzberg, Academic Senate President and Staff, FCC  
Ron Nishinaka, Academic Senate President and Staff, RC  
Irene Archuleta, Classified Senate President and Staff, FCC  
Richard Mabery, State Center Consortium  
Evelyn Fiorani, Duplications Supervisor, FCC

Introduction of  
Guests  
(continued)

Jeff Jossierand, Director of Classified Personnel, Personnel  
Commission  
Ron Taylor, Dean of Instruction, RC  
Michael Guerra, College Business Manager, FCC  
Gene Blackwelder, College Business Manager, RC  
Phil Nelson, Senior Systems/Network Analyst, SCCCCD  
Robert Fox, Dean of Students, FCC  
Terry Kershaw, Dean of Instruction and Student Services, NC  
Tony Cantu, Dean of Instruction, FCC  
Joaquin Jimenez, District Associate Dean-Financial Aid, SCCCCD  
Cyndie Sine, Coordinator of Planning, Faculty Development and  
Program Review, FCC  
John Cummings, District Dean of Admissions & Records,  
SCCCD  
Daniel Cousins, Accounting Supervisor, FCC  
Sherian Eckenrod, Associate Dean of Instruction-Applied  
Technology Division, FCC  
Richard Christl, Associate Dean of Instruction-Applied  
Technology Division, FCC  
Carolyn Drake, Associate Dean of Instruction-Health Sciences  
Division, FCC  
Pattie Fitzgerald, Administrative Aide, SCCCCD  
Gurdeep Sihota, Director, College Center Program, FCC  
Tom Driscoll, Construction Services Manager, SCCCCD  
Carl Simms, Director-Maintenance & Operations, SCCCCD  
Bill Baker, Director-Title III & Grants, SCCCCD  
Ed Eng, Director of Finance, SCCCCD  
Randy Vogt, Director of Purchasing, SCCCCD  
Ted Uyesaka, Director-Management Information Systems,  
SCCCD  
Donpreyel Martin, College Center Assistant, FCC

Approval of Minutes

The minutes of the Board meeting of February 5, 2002, were  
presented for approval.

A motion was made by Mr. Smith and seconded by Mr. Manfredi  
that the minutes of February 5, 2002, be approved as presented.  
The motion carried by the following vote:

Ayes - 5  
Noes - 0  
Absent - 2

Delegations,  
Petitions, and  
Communications

Donpreyel Martin, College Center Assistant, presented a plaque  
to Trustee Dorothy Smith on behalf of the Pan African students at  
Fresno City College and the California Student Association of  
Community Colleges Black Caucus, for being the keynote  
speaker at the Fourth Annual Leadership Conference, CalSACC  
Black Caucus, in January.

Chancellor's Report

Dr. Redwine stated that the Board would be receiving in the mail a copy of the 2001-02 Fact Book. She thanked Dr. Bruegman for coordinating the project, as well as Robin Torres and Cyndie Sine for their hard work on this project.

Campus Report,  
Fresno City College

Dr. Elish reported on the following activities at Fresno City College:

- Women's History Month activities.
- FCC Theta Beta Chapter of Phi Theta Kappa earned the 2001 Pinnacle Scholarship Award.
- *Lost in Yonkers* opens March 7 and runs through March 16.
- Student Paralegal Club will honor FCC graduate and president of the California Alliance of Paralegal Associations Stacey Hunt on March 8.
- FCC will host the 12<sup>th</sup> Annual City Jazz Festival on March 21-22.
- Disabled Students Programs and Services will be featured in the March issue of the Faculty Association of California Community Colleges newsletter.
- Sculptors Tom and Linda Walsh will showcase their work in the Art Space Gallery from March 7 through April 5.
- Men's basketball team has advanced to round two of the playoffs.

Campus Report,  
Reedley College

From Reedley College, Dr. Crow reported on the following:

- Women's History Month activities.
- Reedley College Strategic Planning Charrette on April 10.
- Classified Professionals Mega Conference on March 26.
- Surabian Packing will be honored with a 2002 Business Partner Award on March 6 for their partnership with the college in providing a cooperative lease arrangement for some of the college's property, laboratory experience, facility tours, information from state-of-the-art growers, farming techniques, and employment opportunities for students. The award is sponsored by Fresno Compact.
- The women's basketball team has advanced to the second round of playoffs.

Campus Report,  
North Centers

Dr. Yeager reported the following from the North Centers:

- Black History Month activities.
- Psychological Services hosted the National Eating Disorder Screening Day last week at the Clovis Center in an effort to increase awareness of eating disorders.
- Students in the Madera Center College Advantage Program made a presentation regarding the program to the

Campus Report,  
North Centers  
(continued)

Madera Unified School District Board.

- Professor Victor Davis Hanson will be the next presenter in the Spring Speakers Series on April 2.
- The Fifth Annual Young Authors Writing Conference and Contest will be held on March 8 at the Madera Center.
- The Madera Academic Youth Alliance will hold its first leadership conference at the Madera Center on March 9.
- A Cesar Chavez celebration will be held at the Madera Center on March 21.

Academic Senate  
Report

Ms. Ann Walzberg, Fresno City College Academic Senate President, reported the following activities:

- The Senate has nominated English Instructor Michael Roberts for the Hayward Award.
- Currently working on possible revisions to the Senate's Constitution and By-Laws.
- Proposed State Senate changes to the minimum qualifications for faculty.
- The Shared Governance consultation process with the District and Board will begin on March 6.
- Expressed appreciation to the administration for keeping the faculty well informed regarding the 2002-03 budget.

Classified Senate  
Report

Ms. Archuleta, Fresno City College Classified Senate President, reported on the following:

- Mini training sessions.
- New Employee Orientation in April.
- Donations from the friendship fund to the United Way, Red Cross, Juvenile Diabetes, Junior Taleputia, and Holiday Baskets.
- Update on the Districtwide Classified Professionals Staff Development Committee and March 26 conference.
- Possible release time for the President and Secretary of the Classified Senate.

Dr. Redwine suggested that a presentation on the Classified Professionals program be given at the May Board meeting.

Grants Update

Mr. Bill Baker, Director-Title III and Grants, provided an update on grants activity districtwide. The Board expressed their appreciation for his efforts.

Mr. Manfredi noted that some of the grants have a direct benefit to businesses and services in the community, and as the District starts its public information campaign, it would be positive to point out the items in some of the material provided.

Technology Report

Dr. Bruegman and Mr. Uyesaka gave an update on the use of technology in the District.

Board members commented on meeting the needs of the learner, Help Desk, accommodating the needs of disabled students, connectivity to the Datatel system, five-year capital improvement program for the network and the need to address upgrades, the difference between the Fujitsu and Polycom/Picturetel two-way interactive units, involvement of students or OASIS program students as technicians.

Ms. Smith stated that she would like to see a list of how technology is helping disabled students, as well as additional information regarding the Help Desk.

Consent Agenda  
Action

It was moved by Ms. Smith and seconded by Mr. Corona that the Board of Trustees approve the consent agenda as amended. The motion carried unanimously.

Employment and  
Extension of  
Contract,  
Certificated  
Personnel  
[02-41]  
Action

approve certificated personnel recommendations, Items A and B, as amended. (Lists A and B are herewith made a part of these minutes as Appendix I, 02-41).

Employment,  
Promotion, Change  
of Status, Leave of  
Absence, and  
Resignation,  
Classified Personnel  
[02-42]  
Action

approve classified personnel recommendations, Items A through K as presented. (Lists A through K are herewith made a part of these minutes as Appendix II, 02-42).

Employment of Part-  
Time Faculty on  
Adjunct Faculty  
Salary Schedule,  
Spring 2002, Fresno  
City College,  
Reedley College,  
and North Centers  
[02-43]  
Action

approve employment of part-time faculty on the Adjunct Faculty Salary Schedule for Fresno City College, Reedley College, and North Centers for Spring 2002, as presented.



Consideration to  
Approve 2002-2003  
Contract Status of  
Certificated  
Personnel  
[02-44]  
Action

pursuant to Education Code Sections 87605, 87608, and 87609, approve the attached list of certificated personnel for re-employment for the 2002 academic year as indicated, subject to assignment by the Chancellor and salary placement as adopted by the Board of Trustees. (List of certificated personnel for reemployment is herewith made a part of these minutes as Appendix III, 02-44).

Consideration to  
Approve Certificated  
Personnel Teaching  
in Secondary Subject  
Area  
[02-45]  
Action

adopt the following resolution:

WHEREAS, in accordance with Section 52060 of the California Administrative Code, the governing board of a district may authorize holders of the Community College Instructor Credential issued before January 15, 1977, to teach courses in those secondary subject areas designated on their credential documents; and, for holders of the Community College Instructor Credential issued after January 15, 1977, to teach courses in a subject matter area in which the holders have completed a minor; and

WHEREAS, it is the intention of this Board to provide such authorization as needed to carry out the educational programs of the institutions of this District during the 2002-2003 college year;

NOW, THEREFORE, BE IT RESOLVED that whenever the College President and the Chancellor believe it is necessary and in the best interest of the District's students, the Board of Trustees of the State Center Community College District hereby authorizes holders of the Community College Instructor Credential issued:

- (1) before January 15, 1977, to teach courses in those secondary subject areas designated on their credential documents, and
- (2) after January 15, 1977, to teach courses in the subject matter area in which the credential holders have completed a minor.

Review of District  
Warrants and  
Checks  
[02-25]  
Action

review and sign the warrants register for the period January 29, 2002, to February 28, 2002, in the total amount of \$9,357,485.72.

review and sign the check registers for the Fresno City College and Reedley College Co-Curricular and Bookstore Accounts for the period January 22, 2002, to February 22, 2002, in the amount of \$1,211,859.97.

Consideration to  
Accept Construction  
Project, Baseball  
Facility  
Improvements,  
Reedley College  
[02-47]  
Action

- a) accept the project for Baseball Facility Improvements, Reedley College; and
- b) authorize the Chancellor or Executive Vice Chancellor to file a Notice of Completion with the County Recorder.

Consideration to  
Accept Construction  
Project, Police  
Academy, Fresno  
City College  
[02-48]  
Action

- a) accept the project for Office Renovations, Police Academy, Fresno City College; and
- b) authorize the Chancellor or Executive Vice Chancellor to file a Notice of Completion with the County Recorder.

Consideration of  
Claim Against State  
Center Community  
College District,  
Russell Rener  
[02-49]  
Action

reject the claim submitted by Russell Rener and direct the Executive Vice Chancellor to give written notice of said action to the claimant.

Consideration of  
Claim Against State  
Center Community  
College District,  
Lashanell Lee  
[02-50]  
Action

reject the claim submitted on behalf of Lashanell Lee and direct the Executive Vice Chancellor to give written notice of said action to the claimant.

Consideration of  
Report of  
Investments  
[02-51]  
Action

accept the Quarterly Performance Review, as provided by the County of Fresno, for the quarter ending December 31, 2001.

Consideration to  
Adopt Resolution  
Authorizing Fund  
Transfer, Dormitory  
Revenue Fund to  
Dormitory Bond  
Interest and  
Redemption Fund  
[02-52]  
Action

authorize the County Superintendent of Schools to transfer \$1,425.00 from the Dormitory Revenue Fund to the Dormitory Bond Interest and Redemption Fund to permit the April 1 payment of semi-annual interest of \$1,425.00 to the U.S. Department of Education.

Consideration to  
Approve Increase in  
Child Development  
Lab Fees, Fresno  
City College  
[02-53]  
Action

authorize an increase in Child Development Lab fees for Fresno City College (including the Career & Technology Center), effective July 1, 2002, as follows:

| <u>Services</u>                    | <u>Current<br/>Rate</u> | <u>Proposed<br/>Rate</u> | <u>Percent<br/>Change</u> |
|------------------------------------|-------------------------|--------------------------|---------------------------|
| Full Day (over 4.5 hours)          |                         |                          |                           |
| Toddlers                           | \$21.65                 | \$25.00                  | 15%                       |
| Preschool/Pre-K                    | \$19.00                 | \$22.00                  | 15%                       |
| Half Day (up to & incl. 4.5 hours) |                         |                          |                           |
| Toddlers                           | \$17.00                 | \$20.00                  | 17%                       |
| Preschool/Pre-K                    | \$14.00                 | \$17.00                  | 21%                       |

Consideration of  
Bids, Fencing  
Project, Fresno City  
College and Reedley  
College  
[02-54]  
Action

award Bid #0102-16, in the amount of \$35,300.00 to Kelly's Fencing, the lowest responsible bidder for the Fencing Project at Fresno City College and Reedley College, and authorize the Chancellor or Executive Vice Chancellor to sign an agreement on behalf of the District.

\*\*\*\*\*End of Consent Agenda\*\*\*\*\*

Assignment of  
Board  
Representatives for  
Graduation  
Ceremonies  
[02-55]  
Action

Mr. Forhan asked for volunteers to attend the graduation ceremonies scheduled for May 24, 2002, at Fresno City College, Reedley College, and the Madera Center.

Mr. Forhan and Mr. Patterson will serve at Fresno City College; Dorothy Smith, Les Thonesen, and Adolfo Corona will serve at Reedley College; and Mr. Smith and Mr. Manfredi will serve at the Madera Center.

Consideration to  
Approve Foundation  
Fundraising Event  
[02-56]  
Action

A motion was made by Mr. Smith and seconded by Ms. Smith that the Board of Trustees approve the State Center Community College Foundation Board's recommendation to host a "Madrigal Dinner" fundraising event, including the serving of wine, to be held two nights in December 2002. The motion carried unanimously.

Consideration of  
Bids, Pavement  
Rehabilitation  
Project, Districtwide  
[02-57]  
Action

A motion was made by Mr. Thonesen and seconded by Mr. Patterson that the Board of Trustees award Bid #0102-15 in the amount of \$204,454.00 to Henderson Construction Company, the lowest responsible bidder for the Pavement Rehabilitation Project, Districtwide, and authorize the Chancellor or Executive Vice Chancellor to sign an agreement on behalf of the District. The motion carried by the following vote:

Ayes - 6  
Noes - 0  
Abstain - 1 (Mr. Manfredi)  
Absent - 0

Public Hearing to  
Consider Adoption  
of Resolution of  
Necessity for the  
Proposed Willow/  
International  
Community College  
Campus  
[02-58]  
Action

Mr. Sharpe briefly explained the Resolution of Necessity for the proposed site at Willow/International Avenues.

Mr. Forhan opened the Public Hearing at 5:18 p.m. There being no comment from the public, the hearing was closed at 5:19 p.m.

A motion was made by Mr. Corona and seconded by Mr. Manfredi that the Board of Trustees adopt Resolution No. 02-58 determining that the public interest and necessity require the acquisition of real property for public purposes and authorizing proceedings in eminent domain for the proposed Willow/International Community College Center campus (Lion, Aluisi, and Bains/Dhillon) properties.

The motion carried by the following vote:

Ayes - 6  
Noes - 1 (Mr. Patterson)  
Absent - 0

Consideration to  
Approve Public  
Information  
Campaign  
Consultant  
[02-59]  
Action

Dr. Patterson provided background information on the need for hiring a public information campaign consultant.

A motion was made by Mr. Manfredi and seconded by Mr. Corona that the Board of Trustees authorize an agreement with The Lew Edwards Group for the purpose of conducting a public information campaign at a total cost not to exceed \$100,000.00; and authorize the Chancellor or Executive Vice Chancellor to sign the agreement on behalf of the District.

Ms. Smith expressed concern about the information campaign focusing on the District rather than each institution, and the possible loss of each site's identity. She further stated that if the consultant is going to tell us that we are the State Center Community College District, she cannot agree with it. If the consultant says we are a District and each individual institution should be identified as such, she can vote for it.

Board members stressed the need for a balanced campaign to ensure that all needs are met and that the community not only realizes who State Center Community College District is, but is aware of the needs; i.e., facilities, etc.

The motion carried by the following vote:

Ayes - 6  
Noes - 1 (Ms. Smith)  
Absent - 0

Reports of Board  
Members

Mr. Warren Bisel, Reedley College Student Trustee, reported the following:

- Students played a "Wheel of Fortune" game today with questions regarding Women's History Month.
- A fashion show honoring women in America will be held on Friday with students and staff modeling military uniforms, and work and casual attire.
- Chancellor Redwine will be the guest speaker for Women's History Month on March 13.
- The ASB will participate in the Big Brothers/Big Sisters Bowl-A-Thon on March 16.
- The ASB will sell Kids Day papers on March 19.

Ms. Margaret Todd, Fresno City College Student Trustee, reported:

- Outdoor activities for the month include 3 on 3 basketball on March 1, 3 on 3 soccer on March 15, and 3 on 3 volleyball on March 29.

Report of Board  
Members  
(continued)

- Renaissance Festival is scheduled for March 9-10.
- Participation in selling Kids Day papers on March 19.
- Pow-Wow on March 23 in Free Speech Area.
- Women-themed movies are being shown on Wednesday nights throughout the month in celebration of Women's History Month.

Ms. Smith stated that she enjoyed speaking to the Caucus and it was good to see so many students involved. She attended the Wall of Honor and it was very well attended. She read the article in the *Rampage* regarding Disabled Students and appreciates how much is being done for the students in this program. Regarding the nursing shortage, she is glad the District is looking at other alternatives for additional programs.

Mr. Patterson reported that he had the joy of working with staff on the Fresno City College President Search process. It was good to see the interaction, professionalism, and everyone having a say in the process.

Mr. Manfredi complimented staff for the Wall of Honor event. The Marketing Committee had their second meeting last Friday and Dr. Patterson led a mini workshop that highlighted campus programs' points of pride. The Historic Old Administration Building Committee has not met with the faculty coalition recently, but the coalition is meeting and is looking at some potential fundraising events.

Mr. Corona commented that he continues to be impressed by the quality of leadership at State Center and feels that the organization is full of excellent staff at all levels.

Future Agenda Items

Mr. Forhan stated that the afternoons of March 20-21 have been proposed for the Board to interview the finalists for the Fresno City College President. Following a brief discussion regarding the Board members' schedules, it was agreed the interviews would take place on the afternoons of March 20-21.

Ms. Smith advised that the Governor has proposed that vocational education be taken out of the high schools and placed in the community colleges. She questioned where the District stands on this proposal. Dr. Redwine stated that this issue caught all the community colleges by surprise and was not initiated by the community colleges. She has also advised staff in Sacramento that if there was a committee being put together on this issue, that State Center would like to be involved.

Closed Session

Mr. Forhan stated that the Board, in closed session, will be discussing:

PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE,  
Pursuant to Government Code Section 54957; and

CONFERENCE WITH LABOR NEGOTIATOR [unrepresented  
employee], Pursuant to Government Code Section 54957.6

Mr. Forhan declared a recess at 6:02 p.m.

Open Session

The Board moved into open session at 6:54 p.m. Mr. Forhan announced that the Board, in closed session, terminated one certificated employee and agreed to a non-renewal of contract for a certificated employee.

Adjournment

The meeting was adjourned at 6:55 p.m. by the unanimous consent of the Board.

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Ron Manfredi  
Secretary, Board of Trustees  
State Center Community College District

RM:cs

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: April 2, 2002

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SUBJECT: Employment and Extension of Contract,  
Certificated Personnel

ITEM NO. 02-60

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EXHIBIT: Certificated Personnel Recommendations

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Recommendation:

It is recommended that the Board of Trustees approve the certificated personnel recommendations, Items A and B as presented.



CERTIFICATED PERSONNEL RECOMMENDATIONS

A. Recommendation to employ the following persons:

| <u>Name</u>        | <u>Campus</u> | <u>Range &amp; Step</u> | <u>Salary</u> | <u>Position</u>                      |
|--------------------|---------------|-------------------------|---------------|--------------------------------------|
| Banuelos,<br>Diana | RC            | 59, 1                   | \$82,374      | Director of Grant<br>Funded Programs |

(Current classified employee)  
(Management contract, April 3, 2002 – June 30, 2002)

|                         |            |              |                  |                                      |
|-------------------------|------------|--------------|------------------|--------------------------------------|
| <b>Ramon,<br/>Frank</b> | <b>FCC</b> | <b>59, 8</b> | <b>\$101,807</b> | <b>Director of Financial<br/>Aid</b> |
|-------------------------|------------|--------------|------------------|--------------------------------------|

**(Current full-time certificated)**  
**(Management contract, April 3, 2002 – June 30, 2002)**

|                  |    |        |          |                       |
|------------------|----|--------|----------|-----------------------|
| Silva,<br>Leslie | RC | III, 1 | \$46,036 | Counselor/Coordinator |
|------------------|----|--------|----------|-----------------------|

(Current temporary faculty)  
(Categorically funded contract, April 3, 2002 – June 30, 2002)

B. Recommendation to extend contract for the following person:

| <u>Name</u>     | <u>Campus</u> | <u>Effective Date</u>           | <u>Position</u>                   |
|-----------------|---------------|---------------------------------|-----------------------------------|
| Nelson,<br>Mike | RC            | May 1, 2002 to<br>June 30, 2002 | Learning Disability<br>Specialist |

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: April 2, 2002

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SUBJECT: Employment, Promotion, Change of Status,  
Resignation, and Retirement, Classified Personnel

ITEM NO. 02-61

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EXHIBIT: Classified Personnel Recommendations

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Recommendation:

It is recommended that the Board of Trustees approve classified personnel recommendations, Items A through H, as presented.

CLASSIFIED PERSONNEL RECOMMENDATIONS

A. Recommendation to employ the following persons (probationary):

| <u>Name</u>      | <u>Location</u> | <u>Classification</u>          | <u>Range/Step/Salary</u> | <u>Date</u> |
|------------------|-----------------|--------------------------------|--------------------------|-------------|
| Castro,<br>Jimmy | MC              | Custodian<br>Position No. 4011 | 41-A<br>\$2249           | 3/4/02      |

B. Recommendation to employ the following persons (Exempt):

| <u>Name</u>           | <u>Location</u> | <u>Classification</u>     | <u>Hourly Rate</u> | <u>Date</u>                 |
|-----------------------|-----------------|---------------------------|--------------------|-----------------------------|
| Cortez,<br>Teresa     | FCC             | Registration Assistant I  | \$ 6.75            | 2/21/02<br>thru<br>6/30/02  |
| Olinger,<br>Corena    | FCC             | Registration Assistant I  | 6.75               | 2/23/02                     |
| Booth,<br>David       | CC              | Tutorial Assistant II     | 7.20               | 2/14/02<br>thru<br>6/30/02  |
| Gutierrez,<br>Robert  | CC              | Tutorial Assistant II     | 7.20               | 2/18/02<br>thru<br>6/30/02  |
| Winter,<br>Sydelle    | FCC             | LGI Assistant             | 10.28              | 3/1/02                      |
| Zimmerman,<br>Rebecca | FCC             | LGI Assistant             | 10.28              | 2/21/02                     |
| Mitchell,<br>Paul     | RC              | Special Event Staff III   | 11.69              | 12/21/01<br>thru<br>6/30/02 |
| Gardner,<br>Floyd     | FCC             | Training Inst Trainer III | 39.11              | 3/4/02                      |

C. Recommendation to employ the following persons (provisional – filling vacant permanent full-time, permanent part-time position pending recruitment/selection, or replacing regular employee on leave):

| Name                | Location | Classification                               | Hourly Rate | Date                      |
|---------------------|----------|--|-------------|---------------------------|
| Bustos,<br>Jose     | FCC      | Workshop Facilitator<br>Position No. 2034    | \$ 8.29     | 7/1/01<br>thru<br>8/17/01 |
| Foust,<br>Carolyn   | FCC      | Instructional Aide<br>Position No. 2415      | 9.69        | 2/14/02                   |
| McLemore,<br>Regina | FCC      | Instructional Aide<br>Position No. 2409      | 9.69        | 2/14/02                   |
| Valdez,<br>Ivett    | FCC      | Instructional Aide<br>Position No. 2204      | 9.69        | 2/14/02                   |
| Carroll,<br>Kelly   | RC       | Accounting Technician I<br>Position No. 3015 | 9.84        | 2/19/02                   |
| Watters,<br>Leah    | FCC      | Lib/Lrn Resource Asst I<br>Position No. 2354 | 11.22       | 2/6/02                    |
| House,<br>Charles   | FCC      | Custodian<br>Position No. 2182               | 12.08       | 2/14/02                   |
| Vang,<br>Nhia       | FCC      | Job Coach<br>Position No. 2375               | 12.08       | 2/14/02                   |
| Xiong,<br>Chong     | FCC      | Job Coach<br>Position No. 2376               | 12.08       | 2/14/02                   |
| Xiong,<br>Yer       | FCC      | Job Coach<br>Position No. 2374               | 12.08       | 2/14/02                   |
| Arnett,<br>Douglas  | DO       | Groundskeeper I<br>Position No. 1007         | 12.69       | 2/14/02                   |
| Botello,<br>Juan    | DO       | Groundskeeper I<br>Position No. 1001         | 12.69       | 2/6/02                    |
| Botkin,<br>Rebecca  | RC       | Department Secretary<br>Position No. 3008    | 12.99       | 1/14/02                   |
| Clark,<br>Nileen    | FCC      | Department Secretary<br>Position No. 2296    | 12.99       | 3/1/02                    |

C. Recommendation to employ the following persons (provisional -- filling vacant permanent full-time, permanent part-time position pending recruitment/selection, or replacing regular employee on leave) (continued):

| Name               | Location | Classification                                 | Hourly Rate | Date    |
|--------------------|----------|--|-------------|---------|
| Ramirez,<br>Aurora | RC       | Instructional Technician<br>Position No. 3105  | 15.07       | 3/15/02 |
| Lozano,<br>Ben     | FCC      | Publications Specialist I<br>Position No. 2245 | 16.61       | 2/6/02  |
| Avery,<br>Henry    | FCC      | Accounting Technician I<br>Position No. 2335   | 17.88       | 3/1/02  |

D. Recommendation to employ the following persons (provisional -- filling vacant limited-term position pending recruitment/selection):

| Name                 | Location | Classification       | Hourly Rate | Date    |
|----------------------|----------|----------------------|-------------|---------|
| Bademci,<br>Guven    | MC       | Instructional Aide   | \$ 9.69     | 2/6/02  |
| Granado,<br>Fernando | FCC      | Financial Aid Asst I | 17.88       | 2/20/02 |
| Krikorian,<br>David  | FCC      | Financial Aid Asst I | 17.88       | 2/12/02 |
| Larsen,<br>Dale      | FCC      | Financial Aid Asst I | 17.88       | 2/22/02 |

E. Recommendation to approve promotion of the following employee (regular):

| Name            | Location | Classification   | Range/Step                       | Date   |
|-----------------|----------|--|----------------------------------|--------|
| Arriola,<br>Joe | DO       | Groundskeeper I<br>Position No. 1133 to<br>Groundskeeper II<br>Position No. 1133 | 43-B<br>\$2312<br>46-B<br>\$2491 | 8/1/01 |

F. Recommendation to approve change of status of the following employees (regular):

| Name              | Location | Classification        | Range/Step | Date    |
|-------------------|----------|-----------------------|------------|---------|
| Aguilar,<br>Norma | FCC      | Financial Aid Asst I  | 57-C       | 3/1/02  |
|                   |          | Position No. 2106 to  | \$3416     | thru    |
|                   |          | Financial Aid Asst II | 60-C       | 6/30/02 |
|                   |          | Position No. 2104     | \$3678     |         |

(Article 34, Section 8 CSEA Agreement)

|                 |    |                      |           |         |
|-----------------|----|----------------------|-----------|---------|
| Baker,<br>Donna | RC | Micro Comp Res Tech  | 63-E      | 3/1/02  |
|                 |    | Position No. 3124 to | \$4357    | thru    |
|                 |    | Micro Comp Res Tech  | 63-E + 5% | 4/30/02 |

(Assuming additional duties)

|                    |    |                      |           |         |
|--------------------|----|----------------------|-----------|---------|
| Calderon,<br>Jesse | RC | Micro Comp Res Tech  | 63-E      | 3/1/02  |
|                    |    | Position No. 3028 to | \$4357    | thru    |
|                    |    | Micro Comp Res Tech  | 63-E + 5% | 4/30/02 |

(Assuming additional duties)

|                   |     |                          |        |         |
|-------------------|-----|--------------------------|--------|---------|
| Johnson,<br>Susan | FCC | Department Secretary     | 44-A   | 1/2/02  |
|                   |     | Position No. 2287 to     | \$2255 | thru    |
|                   |     | Administrative Secretary | 48-A   | 6/30/02 |
|                   |     | Position No. 2066        | \$2491 |         |

(Article 34, Section 8 CSEA Agreement)

|                   |     |                      |        |         |
|-------------------|-----|----------------------|--------|---------|
| McSwain,<br>Holly | FCC | Office Assistant III | 48-E   | 2/11/02 |
|                   |     | Position No. 2290 to | \$3026 | thru    |
|                   |     | Administrative Aide  | 53-D   | 5/31/02 |
|                   |     | Position No. 2060    | \$3255 |         |

(Replacing Regular Employee on Leave of Absence)

|                   |    |                      |           |         |
|-------------------|----|----------------------|-----------|---------|
| Roth,<br>Victoria | DO | Personnel Assistant  | 57-E      | 4/1/02  |
|                   |    | Position No. 1002 to | \$4059    | thru    |
|                   |    | Personnel Assistant  | 57-E + 5% | 6/28/02 |
|                   |    | Position No. 1002    | \$4262    |         |

(Assuming additional duties)

G. Recommendation to accept resignation of the following employees (regular):

| Name                | Location | Classification                            | Date    |
|---------------------|----------|---|---------|
| Barriga,<br>Armando | DO       | Groundskeeper II<br>Position No. 1078     | 3/15/02 |
| Blid,<br>Pamela     | RC       | Office Assistant III<br>Position No. 3054 | 4/1/02  |

G. Recommendation to accept resignation of the following employees (regular) (continued):

| <u>Name</u>       | <u>Location</u> | <u>Classification</u>                       | <u>Date</u> |
|-------------------|-----------------|---|-------------|
| Fisher,<br>George | RC              | General Utility Worker<br>Position No. 3063 | 3/31/02     |

H. Recommendation to accept resignation for the purposes of retirement of the following employees (regular):

| <u>Name</u>         | <u>Location</u> | <u>Classification</u>                    | <u>Date</u> |
|---------------------|-----------------|--|-------------|
| Davis,<br>Mary      | FCC             | Office Assistant II<br>Position No. 2014 | 6/1/02      |
| Taylor,<br>Patricia | DO              | Personnel Analyst I<br>Position No. 1047 | 4/2/02      |

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: April 2, 2002

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SUBJECT: Consideration to Approve Out-of-State Travel, Student Members of the Jazz Ensemble, Jazz Combo, and City Singers, Fresno City College

ITEM NO. 02-62

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EXHIBIT: None

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Background:

Fresno City College is requesting Board approval for approximately forty members of the Jazz, Jazz Combo, and City Singers to attend the Reno Jazz Festival at the University of Reno, Reno, Nevada on April 19-21, 2002. The advisor participating in this year's festival is Mike Dana. No District funds will be used for this trip. The students will pay all expenses.

Recommendation:

It is recommended that the Board of Trustees approve out-of-state travel for approximately forty members of the Jazz Ensemble, Jazz Combo, and City Singers to attend the Reno Jazz Festival at the University of Reno, Reno, Nevada on April 19-21, 2002, with the understanding that the trip will be financed without requiring expenditures of District funds.



STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: April 2, 2002

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SUBJECT: Consideration to Approve Out-of-State  
Travel, Upward Bound Students,  
Reedley College

ITEM NO. 02-63

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EXHIBIT: None

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Background:

Reedley College is requesting Board approval for two Upward Bound students to travel to Washington, D.C. on June 8-14, 2002, to participate in the annual Council for Opportunity in Education National Student Leadership Congress. The advisor accompanying the students will be Diana Banuelos. The students will be traveling at no cost to the District.

Recommendation:

It is recommended that the Board of Trustees approve out-of-state travel for two Upward Bound students to travel to Washington, D.C. to participate in the COE National Student Leadership Congress, to be held June 8-14, 2002, with the understanding that the trip will be financed without requiring expenditures of District funds.

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: April 2, 2002

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SUBJECT: Consideration to Approve Out-of-State  
Travel, Phi Theta Kappa Students,  
Fresno City College

ITEM NO. 02-64

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EXHIBIT: None

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Background:

Fresno City College is requesting Board approval for Phi Theta Kappa students to travel to Las Vegas, Nevada, on May 3-5, 2002, to participate in the Nevada/California Phi Theta Kappa Regional Convention. The advisor accompanying the students will be Judy Ryan. The students will be traveling at no cost to the District.

Recommendation:

It is recommended that the Board of Trustees approve out-of-state travel for Fresno City College Phi Theta Kappa students to travel to Las Vegas, Nevada, to participate in the Nevada/California Phi Theta Kappa Regional Convention, to be held May 3-5, 2002, with the understanding that the trip will be financed without requiring expenditures of District funds.

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: April 2, 2002

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SUBJECT: Review of District Warrants and Checks

ITEM NO. 02-65

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EXHIBIT: None

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Recommendation:

It is recommended that the Board of Trustees review and sign the warrants register for the period February 26, 2002, to March 28, 2002, in the amount of \$20,005,072.32.

It is also recommended that the Board of Trustees review and sign the check registers for the Fresno City College and Reedley College Co-Curricular Accounts and the Fresno City College and Reedley College Bookstore Accounts for the period February 8, 2002, to March 21, 2002, in the amount of \$296,487.55.

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: April 2, 2002

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SUBJECT: Consideration to Approve Agreement with  
California Department of Education for  
Child Development Careers Project,  
Fresno City College

ITEM NO. 02-66

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EXHIBIT: None

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Background:

In 1997-98 the Temporary Assistance to Needy Families (TANF) Program was initiated by the Department of Education in an effort to provide transitional services to the then welfare-eligible participants. At that time the Department of Education accepted applications for statewide training grants, including a Child Development Training Grant which allowed for the training of 50-75 TANF students in child development careers.

The District has recently been notified of the continued award of a new Child Development Training Grant for the period November 1, 2000, to June 30, 2003. This grant, paid entirely by the Department of Education, shall be in an amount not to exceed \$372,666. The new grant allows for the enrollment of up to 75 CalWORKs-eligible participants and provides training and career education for students working in child care development.

Recommendation:

It is recommended that the Board of Trustees:

- a) authorize the District to enter into an Agreement with the Department of Education for the providing of a CalWORKs Child Development Training Program at Fresno City College for the term November 1, 2000, through June 30, 2003, in an amount not to exceed \$372,666; and
- b) authorize the Chancellor or her designee to sign the Agreement on behalf of the District.

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: April 2, 2002

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SUBJECT: Consideration to Approve Memorandum of  
Understanding with Madera County,  
Oakhurst Center

ITEM NO. 02-67

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EXHIBIT: None

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Background:

During 2000-01 the District was contacted by Madera County regarding participation in a collaborative application to place decentralized facilities throughout Madera County to improve citizen access to the Fresno County Board of Supervisor Meetings. The County's proposal to the San Joaquin Valley Unified Air Pollution Control District entailed placing relocatables in remote communities and transmitting County meetings via teleconferencing to these locations for citizen access. One of the proposed remote sites included placing a unit at the Oakhurst Center, which would thereby reduce the number of vehicle trips to the County seat—the City of Madera.

When the proposal to place a relocatable facility at the Oakhurst Center was presented to the District, the terms included the District's use of the facility when it was not in use for County meetings. The joint use of this modular building would allow the District to operate classes in the facility for the majority of the time. County meetings would be transmitted each Tuesday for alternating Board of Supervisor and Planning Commission Meetings and also at other times when scheduling permitted. The balance of the time would be utilized by the Oakhurst Center for on-going educational classes.

In order to finalize the terms of the placement of County facilities on District property, the terms and conditions have been reduced to a Memorandum of Understanding. The Memorandum of Understanding is for a period of five years with appropriate termination clauses. Madera County retains full ownership of the video conferencing equipment, and usage charges for this equipment, including ISDN line charges pertaining to County usage, shall be the responsibility of the San Joaquin Valley Unified Air Pollution Control District and Madera County. The District shall be responsible for its own use of any teleconferencing ISDN usage charges.

Full costs for the modular classrooms shall be provided by the San Joaquin Valley Unified Air Pollution Control District and Madera County. The District shall be responsible for various

site preparation costs which will be useful for the future placement of permanent classrooms for District use.

Recommendation:

It is recommended that the Board of Trustees:

- a) authorize entering into a Memorandum of Understanding with Madera County for the placement and utilization of a modular classroom unit funded by the San Joaquin Valley Unified Air Pollution District; and
- b) authorize the Chancellor or her designee to sign the Memorandum of Understanding on behalf of the District.

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: April 2, 2002

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SUBJECT: Consideration of Bids  
Sale of Surplus Aviation Equipment  
Reedley College

ITEM NO. 02-68

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EXHIBIT: None

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Background:

Several years ago Reedley College acquired a Garrett Engine Test Cell as part of a donation from an airline that closed operations in the Fresno area. This equipment is used as part of a testing procedure for jet engines and is mounted on the back of a non-operating truck frame. While this test cell has no instructional value to the Aeronautics program, inquiries have shown that there has been limited interest by a private party to purchase this equipment.

Public contract code requires that the Board of Trustees approve the sale of District surplus personal property with a value over \$2,500. Based upon the current level of interest, auction/bid forms were prepared, distributed and advertised as required by law. Offers were solicited from aviation companies and organizations throughout the United States. A single bid of \$28,000.00 was received from Boston-Maine Airways Corporation. The auction specifications require that the winning bidder is responsible to arrange and pay for transportation from the Reedley site. This equipment must also be removed by the successful bidder within thirty days of acceptance of their bid by the Board of Trustees.

Fiscal Impact:

Deposit of \$28,000.00 to the General Fund of the District.

Recommendation:

It is recommended that the Board of Trustees:

- 1) Authorize disposal of surplus Garrett Engine Test Cell equipment, and;
- 2) Award the sale of the Garrett Engine Test Cell equipment in the amount of \$28,000.00 to Boston-Maine Airways Corporation, the highest responsible bidder for this surplus personal property.

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: April 2, 2002

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SUBJECT: California Community College Trustees  
2002 Ballot for Board of Directors

ITEM NO. 02-69

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EXHIBIT: List of Candidates

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Background:

The election of members of the CCCT Board will take place between March 10 and April 25. There are ten (10) two-year vacancies and one (1) one-year vacancy on the Board. A list of the candidates nominated to fill the vacancies is enclosed. The ten candidates who receive the most votes will serve two-year terms. The eleventh highest vote getter will serve a one-year term. In the event of a tie vote for the last position to be filled, the CCCT Board of Directors will vote to break the tie.

The Board may vote for up to eleven (11) individuals. The deadline for mailing the ballot is April 25, 2002.

Recommendation:

It is recommended that the Board of Trustees authorize the Secretary of the Board to cast a ballot for up to eleven (11) individuals, as directed, from the list of nominees for the 2002 election of the Board of Directors of the California Community College Trustees.



**CCCT 2002 BOARD OF DIRECTORS  
OFFICIAL BALLOT**

**NOMINEES**

**VACANCIES**

|  |     |       |
|--|-----|-------|
| *Kay Albiani, Los Rios CCD                   | 1.  | _____ |
| Michael R. Adams, Antelope Valley CCD        | 2.  | _____ |
| *Carolyn Batiste, MiraCosta CCD              | 3.  | _____ |
| *Lewis S. Braxton, Merced CCD                | 4.  | _____ |
| *Judi Beck, Shasta-Tehama-Trinity Joint CCD  | 5.  | _____ |
| Xavier Tafoya, Yuba CCD                      | 6.  | _____ |
| *Rebecca Garcia, Cabrillo CCD                | 7.  | _____ |
| *Anita Grier, San Francisco CCD              | 8.  | _____ |
| *William G. McGinnis, Butte-Glenn CCD        | 9.  | _____ |
| Georgia L. Mercer, Los Angeles CCD           | 10. | _____ |
| Charles D. Meng, Napa Valley CCD             | 11. | _____ |
| *Maxine Moore, Victory Valley CCD            |     |       |
| Walt Howald, Coast CCD                       |     |       |
| Andre Quintero, Rio Hondo CCD                |     |       |
| John H. Weed, Fremont Newark CCD             |     |       |
| Timothy L. Caruthers, Grossmont-Cuyamaca CCD |     |       |
| *Carole Currey, Santa Monica CCD             |     |       |
| Marie Kiersch, San Luis Obispo County CCD    |     |       |
| Donald L. Singer, San Bernardino CCD         |     |       |

\*Incumbent      *List order Based on Secretary of State's random drawing, February 19, 2002*

**Clerk of the board should sign the verification acknowledgment on the ballot return envelope.**

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: April 2, 2002

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SUBJECT: Consideration to Authorize  
Purchase of Accessible Passenger Bus

ITEM NO. 02-70

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EXHIBIT: None

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Background:

Earlier this fiscal year the Board of Trustees approved a Decision Package for \$100,000.00 for the purchase of an accessible passenger bus for use by all District locations. This bus will provide transportation for numerous class field trips and other college sponsored events. While this additional bus is required due to an increase in student activities, there is also an increasing need to transport students in wheelchairs for these trips and events. The purchase of this 30 to 40 passenger bus with an accessible lift will provide safe transportation for all students without the need to continually arrange for alternate accessible transportation.

In order to purchase a bus with the necessary amenities, and to stay within the established budget requirements, it is necessary to obtain a bus that is at least several years old. There are several established locations in California that sell passenger buses that meet the District requirements. However, the availability of an appropriate bus is often difficult to predict. When available, the opportunity to obtain competitive bids on buses of comparable quality is extremely difficult. Because of these logistical considerations, authorization to procure this accessible bus without the requirement of sealed bids is requested. This authorization will allow administration to move quickly to negotiate and finalize the purchase of an appropriate accessible bus when it becomes available.

Fiscal Impact:

Up to \$100,000.00 from 2001-02 Decision Package Funds

Up to \$ 10,000.00 from 2001-02 General Fund Operations Equipment Budget

Recommendation:

It is recommended that the Board of Trustees authorize the administration to negotiate to purchase an accessible passenger bus, when available, for a price not to exceed \$110,000, and authorize a purchase order to be issued to complete this purchase.

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: April 2, 2002

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SUBJECT: Consideration of Resolution for Participation  
in Community College League of California  
2002-03 Cash-Flow (TRANS) Financing Program

ITEM NO. 02-71

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EXHIBIT: Resolution

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Background:

Because of the method of payment on State apportionment monies, the District has experienced a cash-flow shortfall in the fall months in recent years. While State apportionment monies and tax revenues are ultimately received, the majority of these funds are received during the second half of the fiscal year. This amount of shortfall fluctuates from year to year based upon the timing of payments received from the property taxes and State apportionment, as well as expenditures by the District.

To ease the cash-flow burden, the District is authorized to sell Tax and Revenue Anticipation Notes (TRANS) that provide an adequate cash flow to meet the District's General Fund obligations until receipt of property taxes and State apportionments. A program called the Tax and Revenue Anticipation Note Financing Program, sponsored by the Community College League of California, provides a pooled structure that simplifies the issuance of TRANS in a cost-effective, secure manner. By participating in the program, the District will issue a tax-exempt note at a fixed rate of interest and simultaneously secure a fixed-rate investment to generate income, offsetting the debt service expense. The program provides a guarantee on both the interest paid and the interest received, removing all market risks from the transaction.

Based upon last year's cash flows, it is anticipated that the District can borrow approximately \$5 million to meet its obligations in 2002-03; however, it is recommended that an amount not to exceed \$10 million be approved to provide some flexibility in case the District's needs increase over last year's and also to compensate for an increasing annual budget. This is the same authorization as received from the Board in 1999-00, 2000-01, and 2001-02. The District actually borrowed approximately \$5 million in the last four year's TRANS issues and \$7 million in 1997-98. The actual amount borrowed will be determined by the financial consultant for the

California Community College League based upon submittal of financial data from the District and consultation with staff.

Consistent with past years' TRANs issues, the administration is recommending the authorization to borrow on the TRANs issue for a period up to 13 months. The interest earnings rate is locked into a guaranteed investment contract and the TRANs borrowing rate is also fixed, resulting in no additional risk to the District.

The program requires that the Board adopt a Resolution that delegates to the administration the right to decide on participation at the time of the sale when the interest costs and reimbursement costs are locked in. Approving this Resolution will allow the Chancellor or her designee to proceed with the necessary steps to take part in the program.

Recommendation:

It is recommended that the Board of Trustees:

- a) approve the Resolution of the Governing Board that authorizes:
  - 1) the borrowing of funds for fiscal year 2002-03 not to exceed \$10 million;
  - 2) the issuance and sale of 2002-03 Tax and Revenue Anticipation Notes (TRANs);
  - 3) participation in the Tax and Revenue Anticipation Note Financing Program; and
- b) authorize the administration to borrow up to a 13-month period, with a final determination made at time of pricing.

STATE CENTER COMMUNITY COLLEGE DISTRICT

RESOLUTION NO. 02-71

RESOLUTION AUTHORIZING THE ISSUANCE OF A 2002 TAX AND REVENUE ANTICIPATION NOTE AND PARTICIPATION IN THE COMMUNITY COLLEGE LEAGUE OF CALIFORNIA CASH FLOW FINANCING PROGRAM

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WHEREAS, pursuant to Sections 53850 *et seq.* of the Government Code of the State of California (the "Act") contained in Article 7.6 thereof, entitled "Temporary Borrowing," on or after the first day of any fiscal year (being July 1), the State Center Community College District (the "District") may, pursuant to a resolution of its Board of Trustees (the "Board"), borrow money by issuing notes for any purpose for which the District is authorized to expend moneys, including but not limited to current expenses, capital expenditures, and the discharge of any obligation or indebtedness of the District;

WHEREAS, the Board hereby determines that an amount (the "Principal Amount") not to exceed \$10,000,000 (the "Maximum Principal Amount"), which Principal Amount is to be confirmed and set forth in the Pricing Confirmation (as defined in Section 4 hereof), is needed for the requirements of the District to satisfy obligations of the District, and that it is necessary that the Principal Amount be borrowed for such purpose by the issuance of a temporary note therefor in anticipation of the receipt of taxes, revenue and other moneys to be received by the District during or attributable to fiscal year 2002-2003;

WHEREAS, it appears, and the Board hereby finds and determines, that the Principal Amount, when added to the interest payable thereon, does not exceed eighty-five percent (85%) of the estimated amount of the uncollected taxes, income, revenue, cash receipts and other moneys of the District attributable to fiscal year 2002-2003, and available for the payment of said note and the interest thereon;

WHEREAS, pursuant to Section 53856 of the Code, certain revenues that will be received by the District during and attributable to fiscal year 2002-2003 can be pledged for the payment of said note and the interest thereon (as hereinafter provided);

WHEREAS, the Board has determined that it is in the best interests of the District to participate in the Community College League of California Cash Flow Financing Program (the "Program"), whereby participating community college districts (collectively, the "Participating Districts") will simultaneously issue tax and revenue anticipation notes;

WHEREAS, the tax and revenue anticipation note authorized hereby (the "Note") will be sold to the Community College League Financing Authority (the "Authority") pursuant to a note purchase agreement, dated as of the date of the Pricing Confirmation, by and between the Authority and the District (the "Note Purchase Agreement"); and

WHEREAS, as part of the Program, the Authority will issue one or more series (each a "Series") of 2002 Tax and Revenue Anticipation Bonds (the "Bonds") pursuant to an Indenture (the

“Indenture”) between the Authority and Wells Fargo Bank, National Association (the “Trustee”), which Bonds will be secured by the tax and revenue anticipation notes of the Participating Districts, each Series to be distinguished by the type of credit enhancement, if any, that secures such Series, the principal amounts of the notes securing such Series the date of maturity of such Series, or by such other factors as may be determined by the Authority pursuant to the advice of RBC Dain Rauscher Inc., as financial advisor for the Program (the “Financial Advisor”);

NOW, THEREFORE, the Board of the District hereby resolves as follows:

Section 1. Recitals. All of the above recitals are true and correct and the District so finds, determines, and represents.

Section 2. Authorization of Issuance of Note; Terms. The District hereby determines to borrow, solely for the purpose of anticipating taxes, income, revenue, cash receipts and other moneys to be received by the District during or attributable to fiscal year 2002-2003, an aggregate principal amount not to exceed the Maximum Principal Amount by the issuance, by the District, of a temporary note under Sections 53850 et seq. of the Code designated as the District’s “2002 Tax and Revenue Anticipation Note.” The Note shall be dated the date of delivery thereof; shall mature (without option of prior redemption) not more than 13 months from said date of delivery on a date indicated on the face of the Note and set forth in the Pricing Confirmation (as defined below), or if such date is not a day on which banks in New York or California are open for business, on the first business day prior to such date; and shall bear interest, payable on the dates set forth in the Note and computed on the basis of a 365/366 day year and the actual number of days elapsed, at the rate indicated on the face of the Note and set forth in the Pricing Confirmation (the “Note Rate”), but not in excess of twelve percent (12.0%) per annum. If the Note is not fully paid at maturity, then the unpaid portion thereof shall continue to bear interest thereafter at the Default Rate (to be set forth in the Pricing Confirmation). Both the principal of and interest on the Note shall be payable only upon surrender thereof, in lawful money of the United States of America, at the corporate trust office of the Trustee, which Trustee is hereby designated to be the Paying Agent for the Note (the “Paying Agent”).

Section 3. Form of Note. The Note shall be issued in registered form without coupons and shall be substantially in the form and substance set forth in Exhibit A attached hereto and by reference incorporated herein, the blanks in said form to be filled in with appropriate words and figures.

Section 4. Sale of the Note. The Note shall be sold to the Authority pursuant to the Note Purchase Agreement. The form of the Note Purchase Agreement, including the form of the pricing confirmation supplement (the “Pricing Confirmation”) set forth as Exhibit B thereto, presented to this meeting is hereby approved. The Executive Vice Chancellor, President, Board of Trustees, Secretary, Board of Trustees, chief business officer or any other person designated by the Executive Vice Chancellor of the District (the “Authorized Representatives”) are each hereby authorized and directed to execute (which execution shall be accomplished by execution of the Pricing Confirmation) and deliver the Note Purchase Agreement (including the Pricing Confirmation) in substantially said form, with such changes thereto as such Authorized Representative shall approve, such approval to be conclusively evidenced by his or her execution and delivery thereof; provided, however, that the interest rate on the Note shall not exceed twelve percent (12.0%) per annum, the discount on the Note, when added to the District’s share of the costs of issuance of the Bonds, shall

not exceed one and one-half percent (1.5%), and the Principal Amount shall not exceed the Maximum Principal Amount.

Section 5. Program Approval. The District's participation in the Program is approved; provided, however, that the District's decision to participate in the Program shall not be binding on the District until the execution and delivery of the Pricing Confirmation.

The District acknowledges that the Authority will execute and deliver the Indenture, (currently on file with the District), to the Trustee in substantially said form, with such changes thereto as an Authorized Representative shall approve, such approval to be conclusively evidenced by execution and delivery of the Pricing Confirmation. The District authorizes and requests the Authority to issue Bonds pursuant to and as provided in the Indenture as finally executed.

The District acknowledges that the Authority, acting upon the advice of the Financial Advisor, may seek such credit enhancement for the Note and for the Series of Bonds related thereto as it deems necessary or desirable. The District agrees to be bound by the terms of such credit enhancement, if any, and the agreements related thereto. The District's approval of such credit enhancement, if any, and the agreements related thereto shall be conclusively evidenced by execution and delivery of the Pricing Confirmation. Each Authorized Representative is authorized to execute and deliver, on behalf of the District, all agreements related to credit enhancement for the Note and for the Series of Bonds related thereto that such Authorized Representative shall approve, such approval to be conclusively evidenced by execution and delivery of such agreements.

The Authorized Representatives of the District are hereby authorized and directed to provide the Financial Advisor with such information relating to the District as the Financial Advisor shall reasonably request for inclusion in the Preliminary Official Statement and Official Statement related to the Bonds. Upon inclusion of the information relating to the District therein, the Preliminary Official Statement is, except for certain omissions permitted by Rule 15c2-12 of the Securities Exchange Act of 1934, as amended (the "Rule"), hereby deemed final within the meaning of the Rule with respect to the District. If, at any time prior to the execution of the Pricing Confirmation, any event occurs as a result of which the information contained in the Preliminary Official Statement related to the District might include an untrue statement of a material fact or omit to state any material fact necessary to make the statements therein, in light of the circumstances under which they were made, not misleading, the District shall promptly notify the Financial Advisor.

The District agrees to pay or cause to be paid, in addition to the amounts payable under the Note, its share of any fees or expenses of the Trustee in connection with its participation in the Program, as determined in accordance with the Indenture. Such additional fees and expenses will be paid by the District within twenty-five (25) days of receipt by the District of a bill therefor from the Trustee.

Section 6. Transfer; Exchange. The Note shall initially be registered in the name of the Authority. Thereafter, the Note may not be transferred or exchanged except for a transfer to a provider of credit enhancement for the Note or for the Series of Bonds related thereto as provided by the terms of such credit enhancement and any agreement related thereto.

Section 7. Deposit of Note Proceeds; No Arbitrage. A portion of the proceeds from the sale of the Note, in an amount equal to the District's share of the costs of issuance (including any fees and expenses incurred in connection with credit enhancement) of the Note and of the Series of

Bonds related to the Note, shall be deposited in the Costs of Issuance Fund established under the Indenture and expended as directed by the Authority on costs of issuance as provided in the Indenture. The remainder of the proceeds from the sale of the Note shall be deposited in the Proceeds Fund established under the Indenture and, until transferred pursuant to a requisition of the District, be invested in Permitted Investments (as defined in and under the terms of the Indenture) as directed by the Authority. While they are on deposit in the Proceeds Fund, proceeds from the sale of the Note shall constitute additional security for repayment of the Note. Upon requisition submitted to the Trustee in accordance with the Indenture, the Note proceeds deposited in the Proceeds Fund shall be transferred to or on behalf of the District for any purpose for which the District is authorized to use and expend moneys. The District hereby covenants that it will make no use of the proceeds of the Note that would cause the Note to be an "arbitrage bond" under Section 148 of the Code; and, to that end, so long as the Note is outstanding, the District, and all of its officers having custody or control of such proceeds, shall comply with all requirements of said section, including restrictions on the use and investment of proceeds of the Note and the rebate of a portion of investment earnings on certain amounts, including proceeds of the Note, if required, to the Federal government, and of the Income Tax Regulations of the United States Treasury promulgated thereunder or under any predecessor provisions, to the extent that such regulations are, at the time, applicable and in effect, so that the Note will not be an "arbitrage bond."

Section 8. Payment of Note.

(a) Source of Payment. The principal amount of the Note, together with the interest thereon, shall be payable from taxes, income, revenue, cash receipts and other moneys which are received by the District during fiscal year 2002-2003 and which are available therefor. The Note shall be a general obligation of the District, and to the extent the Note is not paid from the Pledged Revenues defined below, the Note shall be paid with interest thereon from any other moneys of the District lawfully available therefor, as provided herein and by law.

(b) Pledged Revenues. As security for the payment of the principal of and interest on the Note, the District hereby pledges certain unrestricted revenues (as further described in the following paragraph, the "Pledged Revenues") which are received by the District in the months specified in the Pricing Confirmation as Pledge Months (each a "Pledge Month" and collectively the "Pledge Months"). The term "unrestricted revenues" shall mean taxes, income, revenue, cash receipts, and other money of the District as provided in Section 53856 of the Act, which are intended as receipts for the general fund of the District and which are generally available for the payment of current expenses and other obligations of the District.

With respect to each Pledge Month, the amount of unrestricted revenues which shall constitute Pledged Revenues will be equal to a percentage of the Principal Amount plus a percentage of the interest due on the Note on the applicable interest payment dates, including maturity, such percentages, and dates to be specified in the Pricing Confirmation. Any one of the Authorized Representatives of the District is hereby authorized to approve the determination of the Pledge Months and the amount of Pledged Revenues with respect to each Pledge Month by executing and delivering the Pricing Confirmation, such execution and delivery to be conclusive evidence of approval by this Board and such Authorized Representative.

The principal of the Note and the interest thereon shall be a first lien and charge against and shall be payable from the first moneys received by the District from such Pledged Revenues, as provided by law.



In the event that there are insufficient unrestricted revenues received by the District to permit the deposit into the Repayment Account, as hereinafter defined, of the full amount of Pledged Revenues to be deposited from unrestricted revenues in any Pledge Month, then the amount of any deficiency shall be satisfied and made up from any other moneys of the District lawfully available for the repayment of the Note and the interest thereon.

(c) Deposit of Pledged Revenues in Repayment Account. Pledged Revenues shall be held by the District in a special account within the District's general fund designated as the District's "2002 Tax and Revenue Anticipation Note Repayment Account" (the "Repayment Account") and applied as directed in this resolution. Any moneys placed in the Repayment Account shall be for the benefit of the holder of the Note, and until the Note and all interest thereon are paid or until provision has been made for the payment of the Note at maturity with interest to maturity, the moneys in the Repayment Account shall be applied only for the purposes for which the Repayment Account is created. Upon the written request of the Trustee or any provider of credit enhancement for the Note or the Series of Bonds related thereto, the District shall, within ten (10) Business Days following its receipt of such request, provide written evidence that the deposits to the Repayment Account required by this resolution have been made. In addition, the District shall provide such additional financial information as may be required by any provider of credit enhancement for the Note or the Series of Bonds related thereto. The District may satisfy the requirement of depositing moneys in the Repayment Account by directing the Trustee to so designate such deposit from moneys in the Proceeds Fund attributable to the District.

(d) Disbursement of Moneys in Repayment Account. The District shall, to the extent necessary to pay the principal of and the interest on the Note, cause the moneys in the Repayment Account to be transferred to the Trustee, or credited by the Trustee from the Proceeds Fund, at least five (5) Business Days (as defined in the Indenture) prior to the date that interest on the Note must be paid, as applicable, and prior to the maturity of the Note. Moneys so transferred to, or credited by, the Trustee shall be deposited in the appropriate Bond Payment Fund established under the Indenture and applied to the payment of the principal of and interest on the Note when due and at maturity, as provided in the Indenture. In the event that moneys in the Repayment Account are insufficient to pay the principal of and interest on the Note when due and at maturity, such moneys shall be applied first to pay interest on the Note and second to pay principal of the Note. Any moneys remaining in or accruing to the Repayment Account after the principal of and the interest on the Note have been paid, or provision for such payment has been made, shall be transferred to the general fund of the District, subject to any other disposition required by the Indenture.

Section 9. Execution and Delivery of Note. The Note shall be executed by the manual or facsimile signature of an Authorized Representative and countersigned by the manual or facsimile signature of the Secretary or the Clerk of the Board. The proper officers of the District are hereby requested to deliver the Note to the Authority.

Section 10. Covenants and Warranties.

(a) It is hereby covenanted and warranted by the District that all representations and recitals contained in this resolution are true and correct.

(b) The District shall not incur any indebtedness secured by a pledge of its unrestricted revenues unless such pledge is subordinate in all respects to the pledge of unrestricted revenues hereunder.

(c) So long as any Bonds issued in connection with the Note are outstanding, the District will not create or suffer to be created any pledge of or lien on the Note other than the pledge and lien of the Indenture.

(d) The District and its appropriate officials have duly taken, or will take, all proceedings necessary to be taken by them for the levy, collection and enforcement of the Pledged Revenues in accordance with the law and for carrying out the provisions of this resolution and the Note.

Section 11. Ratification and Approval of Past and Future Actions. All actions heretofore taken by the officers and agents of the District with respect to the Note, the Bonds, and the Program are hereby approved, confirmed and ratified, and the officers and agents of the District are hereby authorized and directed to do any and all things and take any and all actions, which they, or any of them, may deem necessary or advisable in order to consummate the lawful issuance and delivery of the Note and the District's participation in the Program in accordance with this resolution and resolutions hereafter adopted by the District. The Authorized Representatives are hereby designated as "Authorized District Representatives" under the Indenture.

Section 12. Events of Default and Remedies.

If any of the following events occur, it is hereby defined as and declared to be and to constitute an "Event of Default":

(a) Failure by the District to make or cause to be made the transfers and deposits to the Repayment Account or any other payment required to be paid hereunder on or before the date on which such transfer, deposit or other payment is due and payable;

(b) Failure by the District to observe and perform any covenant, condition or agreement on its part to be observed or performed under this resolution, for a period of fifteen (15) days after written notice, specifying such failure and requesting that it be remedied, is given to the District by the Paying Agent, unless the Paying Agent shall agree in writing to an extension of such time prior to its expiration;

(c) Any warranty, representation or other statement by or on behalf of the District contained in this resolution or the Note Purchase Agreement (including the Pricing Confirmation) or in any requisition or any financial report delivered by the District or in any instrument furnished in compliance with or in reference to this resolution or the Note Purchase Agreement or in connection with the Note, is false or misleading in any material respect;

(d) A petition is filed against the District under any bankruptcy, reorganization, arrangement, insolvency, readjustment of debt, dissolution or liquidation law of any jurisdiction, whether now or hereafter in effect, and is not dismissed within 30 days after such filing, but the Paying Agent shall have the right to intervene in the proceedings prior to the expiration of such 30 days to protect its interests and the interests of the registered owner of the Note;

(e) The District files a petition in voluntary bankruptcy or seeking relief under any provision of any bankruptcy, reorganization, arrangement, insolvency, readjustment of debt, dissolution or liquidation law of any jurisdiction, whether now or hereafter in effect, or consents to the filing of any petition against it under such law; or

(f) The District admits insolvency or bankruptcy or is generally not paying its debts as such debts become due, or becomes insolvent or bankrupt or makes an assignment for the benefit of creditors, or a custodian (including without limitation a receiver, liquidator or trustee) of the District or any of its property is appointed by court order or takes possession thereof and such order remains in effect or such possession continues for more than 30 days, but the Paying Agent shall have the right to intervene in the proceedings prior to the expiration of such 30 days to protect its interests and the interests of the registered owner of the Note.

Whenever any Event of Default referred to in this Section shall have happened and be continuing, the Paying Agent shall, in addition to any other remedies provided herein or by law or under the Indenture, have the right, at its option without any further demand or notice, to take one or any combination of the following remedial steps:

(1) Without declaring the Note to be immediately due and payable, require the District to pay to the Paying Agent an amount equal to the principal of the Note and interest thereon to maturity, plus all other amounts due hereunder, and upon notice to the District the same shall become immediately due and payable by the District without further notice or demand; and

(2) Take whatever other action at law or in equity (except for acceleration of payment on the Note) which may appear necessary or desirable to collect the amounts then due and thereafter to become due hereunder or to enforce any other of its rights hereunder.

Section 13. Proceedings Constitute Contract. The provisions of the Note and of this resolution shall constitute a contract between the District and the registered owner of the Note, and such provisions shall be enforceable by mandamus or any other appropriate suit, action or proceeding at law or in equity in any court of competent jurisdiction, and shall be irrevocable.

Section 14. Request to Borrow; Transmittal of Resolution. The Note shall be issued in conjunction with the note or notes of one or more other community college districts, as described in Section 53853(b) of the Act. Following its adoption by the Board, signed copies of this resolution shall be transmitted by the Secretary of the Board to the treasurer of the county (the "County") in which the District is located, to the County's board of supervisors (the "County Board"), and to the County's superintendent of schools. Transmittal of this resolution to the County Board shall constitute a request by the Board for borrowing and for the issuance of the Note by the County Board. This resolution is based on the assumption that the County Board will fail to authorize, by resolution, the issuance of the Note within 45 calendar days of its receipt hereof or that the County Board will notify the District that it will not authorize the issuance of the Note within such 45-day period. If within such 45-day period the County Board authorizes, by resolution, issuance of the Note, then, notwithstanding this resolution, the Notes shall be issued in the name of the District by the County Board pursuant to such resolution of the County Board.

Section 15. Limited Liability. Notwithstanding anything to the contrary contained herein or in the Note or in any other document mentioned herein or related to the Note or to any Series of Bonds to which the Note may be assigned, the District shall not have any liability hereunder or by reason hereof or in connection with the transactions contemplated hereby except to the extent payable from moneys available therefor as set forth in Section 8 hereof.

Section 16. Amendments. At any time or from time to time, the District may adopt one or more Supplemental Resolutions, without the necessity for consent of the owner of the Note, for any one or more of the following purposes:

(a) to add to the covenants and agreements of the District in this Resolution, other covenants and agreements to be observed by the District which are not contrary to or inconsistent with this Resolution as theretofore in effect;

(b) to add to the limitations and restrictions in this Resolution, other limitations and restrictions to be observed by the District which are not contrary to or inconsistent with this Resolution as theretofore in effect,

(c) to confirm, as further assurance, any pledge under, and the subjection to any lien or pledge created or to be created by, this Resolution, of any monies, securities or funds, or to establish any additional funds or accounts to be held under this Resolution;

(d) to cure any ambiguity, supply any omission, or cure or correct any defect or inconsistent provision in this Resolution; or

(e) to amend or supplement this Resolution in any other respect;

provided, however, that any such Supplemental Resolution does not adversely affect the interests of the owner of the Note.

Any modification or amendment of this Resolution and of the rights and obligations of the District and of the owner of the Note may be made by a Supplemental Resolution, with the written consent of the owner of the Note; provided, however, that if such modification or amendment will, by its terms, not take effect so long as the Note remains outstanding, the consent of the owner of the Note shall not be required. No such modification or amendment shall change or modify any of the rights or obligations of the Paying Agent without its written assent thereto.

In addition to the amendments permitted by the above paragraphs, this Resolution, including the form of the Note, may be amended at any time prior to the execution and delivery of the Note pursuant to the Note Purchase Agreement or the Indenture, the provisions of which are incorporated herein by reference to the extent that they relate to the Note, the District, and the District's participation in the Program. Any amendment of this Resolution pursuant to this paragraph shall not require the execution and delivery of a Supplemental Resolution

Section 17. Severability. In the event any provision of this Resolution shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision hereof.

Section 18. Appointment of Bond Counsel. The law firm of Stradling Yocca Carlson & Rauth, a Professional Corporation, San Francisco, California is hereby appointed as Bond Counsel for the Note and for the Program. The District acknowledges that Bond Counsel regularly performs legal services for many private and public entities in connection with a wide variety of matters, and that Bond Counsel has represented, is representing or may in the future represent other public entities, underwriters, trustees, rating agencies, insurers, credit enhancement providers, lenders, financial, and other consultants who may have a role or interest in the proposed financing or that may

be involved with or adverse to the District in this or some other matter. Given the special, limited role of Bond Counsel described above the District acknowledges that no conflict of interest exists or would exist, waives any conflict of interest that might appear to exist, and consents to any and all such relationships.

Section 19. Effective Date. This Resolution shall take effect from and after its date of adoption.

PASSED AND ADOPTED by the District this 2nd day of April, 2002, by the following vote:

AYES:

NOES:

ABSENT:

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President, Board of Trustees

Attest:

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Secretary, Board of Trustees

EXHIBIT A

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2002 TAX AND REVENUE ANTICIPATION NOTE

Registered No. 1

\$ \_\_\_\_\_

Rate of Interest:

Maturity Date:

Note Date:

\_\_\_\_\_ %

\_\_\_\_\_, 2003

\_\_\_\_\_, 2002

REGISTERED OWNER: COMMUNITY COLLEGE LEAGUE FINANCING AUTHORITY

PRINCIPAL AMOUNT: \_\_\_\_\_ DOLLARS

FOR VALUE RECEIVED, the State Center Community College District (the "District") acknowledges itself indebted to and promises to pay the Registered Owner identified above, at the corporate trust office of Wells Fargo Bank, National Association, in Los Angeles, California, (the "Paying Agent"), the Principal Amount specified above, in lawful money of the United States of America, on the Maturity Date specified above, together with interest thereon at the Rate of Interest per annum set forth above (computed on the basis of a 365/366 day year and the actual number of days elapsed) in like lawful money from the Note Date specified above until payment in full of said principal sum. Both the principal of and interest on this Note shall be payable as specified above; provided, however, no interest shall be payable for any period after maturity during which the holder hereof fails to properly present this Note for payment.

It is hereby certified, recited and declared that this Note has been made, executed and given pursuant to and by authority of a resolution of the Board of Trustees of the District duly passed and adopted under and by authority of Article 7.6 (commencing with Section 53850) of Chapter 4, Part 1, Division 2, Title 5, California Government Code, and that all acts, conditions and things required to exist, happen and be performed precedent to and in the issuance of this Note have existed, happened and been performed in regular and due time, form and manner as required by law, and that this Note, together with all other indebtedness and obligations of the District, does not exceed any limit prescribed by the Constitution or statutes of the State of California.

The principal amount of the Note, together with the interest thereon, shall be payable from taxes, income, revenue, cash receipts and other moneys that are received by the District during fiscal year 2002-2003. As security for the payment of the principal of and interest on the Note the District has pledged an amount equal to fifty percent (50%) of the principal amount of the Note plus fifty percent (50%) of the interest due on the Note from the unrestricted revenues received by the District in the month ending January 31, 2003; and an amount equal to fifty percent (50%) of the principal amount of the Note plus fifty percent (50%) of the interest due on the Note at maturity from the unrestricted revenues received by the District in the month ending April 30, 2003 (such pledged amounts being hereinafter called the "Pledged Revenues"); and the principal of the Note and the interest thereon shall constitute a first lien and charge thereon and shall be payable from the Pledged Revenues, and to the extent not so paid shall be paid from any other moneys of the District lawfully available therefor.

The District and the Paying Agent may deem and treat the registered owner hereof as the absolute owner hereof for the purpose of receiving payment of or on account of principal hereof and interest due hereon and for all other purposes, and neither the District nor the Paying Agent shall be affected by any notice to the contrary.

IN WITNESS WHEREOF, the District has caused this Note to be signed by the manual or facsimile signature of its Authorized Representative and countersigned by the manual or facsimile signature of the Secretary of its Board of Trustees, each as of the Note Date.

**STATE CENTER COMMUNITY COLLEGE  
DISTRICT**

By \_\_\_\_\_  
Authorized Representative

Countersigned:

By \_\_\_\_\_  
Secretary, Board of Trustees

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: April 2, 2002

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SUBJECT: Consideration to Adopt Resolution Authorizing  
Submittal of Final Project Proposals and  
Authorization to Submit 2004-2008 Five-Year  
Construction Plan

ITEM NO. 02-72

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EXHIBIT: Resolution, List of Projects, and State Criteria

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Background:

The State Capital Outlay Program includes various steps to ultimately receive State approval and funding for capital outlay projects. The initial step includes the submission of an Initial Project Proposal (IPP) for identification of needed campus projects. Once an IPP is accepted by the State and it receives priority status, authorization is given for a district to submit a Final Project Proposal (FPP). This Final Project Proposal, when accepted, leads to the prioritization for funding of preliminary plans and working drawings, leading to the ultimate funding of the construction phase of the project.

The District previously submitted IPPs and FPPs for the Applied Technology Modernization at Fresno City College and the Vocational Training Center (Career & Technology Center) – Modernization/Expansion. In order to keep these projects active in the funding cycle, the District is required to submit updated FPPs.

In addition to providing an updated FPP for these projects, the Chancellor's Office has recommended that the District submit FPPs for two projects previously submitted as IPPs; therefore, in addition to approving a Resolution authorizing submittal of the Applied Technology Modernization and VTC (CTC) – Modernization/Expansion projects, it is recommended that FPPs be submitted for the Clovis Academic Facilities & Site Development-Phase 1, and the Fresno City College Remodel of Student Services Building. These projects were previously submitted as IPPs and have now met the necessary eligibility criteria for FPP consideration. By adopting this Resolution and submitting these projects as FPPs, the Chancellor's Office will be able to consider them for project funding.



As presented in February 2002, the District also recommends submitting a new FPP relating to the construction of an underpass at the Fresno City College Weldon/railroad intersection. This project will be submitted as a "Life/Safety" project under the State Capital Outlay Program.

One of the new components of the State Capital Outlay Program is the addition of priority points for a "local contribution." The local contribution factor is one of four components in the overall weighting of projects. The amount of local contributions which would maximize this category would be 50% of the project costs. Because the District does not at this time have a clear funding source for a local contribution and because FPPs were submitted last year for the Fresno City College Applied Technology and VTC projects, it is recommended that these projects continue to be submitted without any local contribution. Additionally, because the FCC Student Services project is several years from funding, it is also recommended that no local contribution be committed at this time. Regarding the Willow/International Center project (Clovis Center IPP), it is recommended that the District consider a local contribution equivalent to the cost of development of preliminary plans and working drawings. By committing a District local contribution of approximately \$2 million, the estimated timeline for State funding for the project would be expedited by approximately two years. The majority of the cost of the project (construction of approximately \$23.5 million) would continue to be a State responsibility without a local contribution. Based upon the District's calculation and input from the Chancellor's Office, it is believed that the project can compete with others statewide without a local contribution by expediting consideration of construction of the project. If the District does not conduct a November 2002 bond measure or is unsuccessful, the District's local contribution could be funded from reserves or short-term borrowing until a future bond measure or alternative funding source is made available. This local contribution is a small risk for the potential reward of full construction funding for the project. Lastly, the District has been successful in securing approximately \$1 million from Caltrans for the construction of the Fresno City College railway underpass project. This leaves a balance of approximately \$1 million, which is being submitted to the State as a Life/Safety project with no local contribution. Enclosed please find the State criteria for prioritizing capital outlay projects, which summarizes the State Program.

In addition to submitting the Resolution for the FPPs, the District annually is required to complete and submit to the Chancellor's Office a Five-Year Construction Plan identifying facility-related needs and information. In addition to providing enrollment data, facility-related data, including base utilization and square footage, is also provided. A component of the Five-Year Plan includes District-identified construction projects required to meet the enrollment and programmatic needs for the future five-year period (2004-2008). Enclosed please find a summary and priority listing of District projects included in the Five-Year Plan. You will note that these projects are consistent with FPPs called for by the Chancellor's Office and previous projects discussed with the Board of Trustees.

Recommendation:

It is recommended that the Board of Trustees:

- a) adopt Resolution No. 02-40 authorizing submittal of Final Project Proposals for:
  - 1) Applied Technology Modernization, Fresno City College
  - 2) Vocational Training Center (Career & Technology) – Modernization/Expansion
  - 3) Academic Facilities & Site Development-Phase 1, Clovis Center
  - 4) Remodel of Student Services Building, Fresno City College
  - 5) Underpass Access (Grade Separation) – Life/Safety, Fresno City College; and
  
- b) approve submittal of the District's Five-Year Construction Plan for the period 2004-2008.

RESOLUTION NO. 02-72

BEFORE THE BOARD OF TRUSTEES  
OF THE STATE CENTER COMMUNITY COLLEGE DISTRICT  
AUTHORIZATION TO SUBMIT FINAL PROJECT PROPOSALS

WHEREAS, under provisions of Education Code Section 81800, et al., of the California Community College Construction Act of 1980, State Center Community College District is required to submit Final Project Proposals, as requested for the 2004-2005 fiscal year funding; and

WHEREAS, the requested projects are part of the District's 2004-2008 Five-Year Construction Plan;

NOW, THEREFORE, BE IS RESOLVED that the President and Secretary of the Board be, and they are hereby, authorized to submit proposed projects, as directed by the Chancellor's Office, California Community Colleges, under said Act, and to execute the necessary application, assurance, and authentication forms for the following projects:

Applied Technology Modernization  
Fresno City College

Vocational Training Center (Career & Technology Center) –  
Modernization/Expansion

Academic Facilities & Site Development – Phase 1  
Clovis Center

Remodel of Student Services Building  
Fresno City College

Underpass Access (Grade Separation) – Life/Safety  
Fresno City College

THE FOREGOING RESOLUTION was adopted by the Board of Trustees of the State Center Community College District at a meeting of the Board held on April 2, 2002.

AYES:

NOES:

ABSENT:

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Ron Manfredi, Secretary  
Board of Trustees  
State Center Community College District

## **PRIORITY LISTING OF DISTRICT PROJECTS**

1. Academic Facilities-Phase 1B  
Madera Education Center
2. Learning Resources Center Addition  
Reedley College
3. Applied Technology Modernization  
Fresno City College
4. Vocational Training Center (Career & Technology Center) –  
Modernization/Expansion
5. Academic Facilities & Site Development – Phase 1  
Clovis Center
6. Remodel of Student Services Building  
Fresno City College
7. Underpass Access (Grade Separation) – Life/Safety  
Fresno City College
8. Architectural Barrier Removal  
Reedley College (Phase I)
9. Architectural Barrier Removal  
Fresno City College (Phase I)
10. Architectural Barrier Removal  
Fresno City College (Phase II)
11. Architectural Barrier Removal  
Reedley College (Phase II)

ABR Phase I - Access to Programs (ramps, doors, elevators, signage, etc.)

ABR Phase II - Full Compliance (furniture, move counters, move outlets, switches, etc.)

## State Criteria for Prioritizing Capital Outlay Projects

**Note:** These new criteria were adopted by the Board of Governors in November 1999 for projects beginning with fiscal year 2003-04 submittals. This enabled districts to have at least 60 days to develop initial project proposals (IPPs) for submittal to the Chancellor's Office by the next May 1<sup>st</sup> deadline.

### Introduction

Recent history has shown there are insufficient state resources to pay for all of the community college facilities needs in California. Therefore, to continue to provide access to a quality education for the state's community college students, the following priority criteria have been developed to guide the investment of limited state capital outlay funds into eligible projects.

### General Criteria

1. Capital outlay projects are annually prioritized based on criteria set by the Board of Governors. Projects are approved in these phases:
  - Acquisition (a)
  - Preliminary Plans (p)
  - Working Drawings (w)
  - Construction (c)
  - Equipment (e)
1. Only after it has been determined by the district and the Chancellor's Office that there is no viable alternative to constructing or reconstructing a facility will a proposed project be considered for scope approval and state funding.
2. Completion of previously state-funded projects will have the highest priority for funding in each category. Projects within Category A and D will be prioritized in the subcategory order shown. Projects within Categories B through F will be prioritized on a basis of least cost to state community college facilities related funds. (Technical enhancements to this basis to ensure equitable competition among projects will be further defined in consultation with the ACBO Facilities Task Force.) Collaborative partnerships may enhance a project's eligibility if the collaboration reduces a project's state cost. Additional selection criteria also exist in Categories B, D & E.
3. State funding for all equipment projects will be consistent with the Group II equipment guidelines. Requests for instructional equipment for an education building or education center that is constructed through a public-private partnership or that is acquired without state

funding can compete for funding in Categories B through F after the project scope has received Board of Governors approval through the normal submittal process.

4. Current state regulations restrict the use of state capital outlay funds for student centers, stadia, dorms, parking lots, and single-purpose auditoriums (Title 5, *California Code of Regulations*, Section 57001.5 (d)).
5. The Board shall propose for funding no more than one scope-approved "new-start" project per authorized site in any given fiscal year.
6. The Board of Governors may make exceptions to these criteria and funding percentages when it determines that to do so will benefit the community college system.

## Specific Criteria

### **Category A - To provide for safe facilities and activate existing space.**

*(No more than 50% of funds available in any given year)*

To provide for existing safe facilities/infrastructure and to equip previously, state-funded construction projects.

- A1 Imminent danger to the life or safety of the building occupants -- with adequate documentation from a qualified independent third party (least cost/no growth)
- A2 Equipment to complete previously state-funded construction projects
- A3 Seismic Deficiencies -- potential seismic risk (least cost/no growth)
- A4 Immediate infrastructure failure (least cost/no growth)

### **Category B - To increase instructional capacity.**

*(Up to 50% of funds available in any given year after funding Category A projects)*

To provide for reconstruction of existing space, construction of new space, and purchase of equipment to meet existing enrollment and provide for increased instructional capacity in classrooms, laboratories, libraries/learning resource centers and instructional audio and visual services (including land acquisition costs and site development when necessary to site facilities). Only projects at or below 100% capacity-to-load ratio upon project completion initially qualify for funding within this category. Completion of previously-funded Category B projects will have the highest priority for funding in this category.

- Reconstruction of existing space
- Construction of new space

**Category C - To modernize instructional space.**

*(Up to 25% of funds available in any given year after funding Category A projects)*

To provide for reconstruction or replacement of existing space and purchase of equipment to improve instructional programs and/or service delivery in classrooms, laboratories, libraries/ learning resource centers and instructional audio and visual services. Projects in this category increase instructional efficiency and/or enhance instructional delivery systems through changes in teaching methods, improved technology and other infrastructure changes. However, projects in this category will not cause or increase the overbuilt status of a site, and do not utilize capacity-to-load ratios to determine project eligibility. Completion of previously funded Category C projects will have the highest priority for funding in this category.

- Reconstruction of existing space
- Replacement of existing space

**Category D - To promote a complete campus concept.**

*(Up to 15% of funds available in any given year after funding Category A projects; funds may be shared with Categories E and F, as necessary, to fully fund a project)*

To provide for reconstruction of existing space, construction of new space and purchase of equipment to promote a complete campus concept. Projects that introduce never before available basic services to complete a campus are given preference for funding over projects that replace or add to an existing facility of similar use. Completion of previously funded Category D projects will have the highest priority for funding in this category.

- D1 Physical education, performing arts, child development facilities, and other capital projects which promote a complete campus
- D2 Cafeterias, maintenance shops, warehouses and capital energy projects

**Category E - To increase institutional support services capacity.**

*(Up to 5% of funds available in any given year after funding Category A projects; funds may be shared with Categories D and F, as necessary, to fully fund a project)*

To provide for reconstruction of existing space, construction of new space and purchase of equipment to meet existing need and provide for increased capacity for administrative, instructional, student and other support services (including land acquisition and site development costs when necessary to site facilities). Only projects at or below 100% capacity-to-load ratio upon project completion initially qualify for funding within this category. Completion of previously funded Category E projects will have the highest priority for funding in this category.

- Reconstruction of existing space
- Construction of new space



**Category F - To modernize institutional support services space.**

*(Up to 5% of funds available in any given year after funding Category A projects; funds may be shared with Categories D and E, as necessary, to fully fund a project)*

To provide for reconstruction or replacement of existing space and purchase of equipment to improve program and/or service delivery in administrative, instructional, student and other support services. Projects in this category increase administrative and support services efficiency and/or delivery systems. However, projects in this category will not cause or increase the overbuilt status of a site, and do not utilize capacity-to-load ratios to determine project eligibility. Completion of previously-funded Category F projects will have the highest priority for funding in this category.

- Reconstruction of existing space
- Replacement of existing space