

AGENDA
Regular Meeting
BOARD OF TRUSTEES
STATE CENTER COMMUNITY COLLEGE DISTRICT
1525 E. Weldon Avenue
Fresno, CA 93704
4:30 p.m., May 6, 2003
*****See Special Notice, Page 3*****

- I. Call to Order
- II. Pledge of Allegiance
- III. Introduction of Guests
- IV. Approval of Minutes, Meetings of April 1 and 24, 2003
- V. Delegations, Petitions, and Communications [see footnote, Page 2]
 - A. Recognition of FCC Men's Basketball Team and
FCC Athletic Department Update Dorothy Smith
Susan Yates
- VI. Reports of Chancellor and Staff
 - A. PRESENTATIONS
 - 1. Interim Chancellor's Report Tom Crow
 - 2. Campus Reports Ned Doffoney, FCC
Tom Crow, RC
Don Yeager, NC
 - 3. Reports by Fresno City College Academic
Senate, Classified Senate, and
Associated Students Olga Quercia
Larry Dickson
George Kutnerian
Nanci Sumaya-Martinez
 - 4. Measure E Update Doug Brinkley
 - B. CONSIDERATION OF CONSENT AGENDA [03-89 through 03-104]

C. PERSONNEL

- | | | |
|--|----------|------------------------|
| 1. Public Hearing and Appointment of Board's Nominee to the Personnel Commission | [03-105] | Randy Rowe |
| 2. Public Hearing on the District's Initial Bargaining Proposals to the California School Employees Association Chapter #379 | [03-106] | Tom Crow
Randy Rowe |

D. GENERAL

- | | | |
|---|----------|---------------|
| 3. Consideration of Quarterly Financial Status Report | [03-107] | Doug Brinkley |
|---|----------|---------------|

VII. Reports of Board Members

VIII. Old Business

IX. Future Agenda Items

X. Closed Session

- A. PUBLIC EMPLOYEE APPOINTMENT, Pursuant to Government Code Section 54957, Appointment of Personnel Commissioner
- B. CONFERENCE WITH LABOR NEGOTIATOR [SCFT Full-Time and Part-Time Faculty Bargaining Units and CSEA Bargaining Unit]; Randy Rowe, Pursuant to Government Code Section 54957.6
- C. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE, Pursuant to Government Code Section 54957
- D. PUBLIC EMPLOYEE APPOINTMENT, Pursuant to Government Code Section 54957, Appointment of Interim Chancellor
- E. PUBLIC EMPLOYEE APPOINTMENT, Pursuant to Government Code Section 54957, Appointment of Interim President, Reedley College

XI. Open Session (if any)

- | | | |
|---|----------|---------------|
| A. Consideration to Appoint Interim Chancellor,
SCCCD | [03-108] | Dorothy Smith |
| B. Consideration to Appoint Interim President,
Reedley College | [03-109] | Dorothy Smith |

XII. Adjournment

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 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.

Any person with a disability may request this agenda be made available in an appropriate alternative format. A request for a disability-related modification or accommodation may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting to Cindy Spring, Executive Secretary to the Chancellor, 1525 E. Weldon Avenue, Fresno, CA 93704, (559) 244-5901, 8:00 a.m. to 5:00 p.m., Monday – Friday, at least 48 hours before the meeting.

NOTICE

The June 3, 2003, Board of Trustees meeting will be held at 4:30 p.m., at the Oakhurst Center, Room 10, 40241 Highway 41, Oakhurst, CA 93644.

AMENDED
CONSENT AGENDA
BOARD OF TRUSTEES MEETING
May 6, 2003

PERSONNEL

1. Correction to Leave of Absence and Reduction to Part-Time Employment Status, Certificated Personnel [03-89]
2. Employment, Promotion, Transfer, Change of Status, Resignation, and Retirement, Classified Personnel [03-90]
3. Consideration to Approve Resolution of Layoff and Elimination of Classified Personnel/Positions in Categorically Funded Positions, Fresno City College [03-91]

GENERAL

4. Consideration to Approve Study Abroad Program, Semester in England, Spring 2004 [03-92]
5. Consideration to Approve Study Abroad Program, Salamanca, Spain, Summer 2004 [03-93]
- 5a. Consideration to Approve Out-of-State Travel, Fresno City College City Singers [03-93a]**
6. Review of District Warrants and Checks [03-94]
7. Financial Analysis of Enterprise and Special Revenue Operations [03-95]
8. Budget Transfers and Expenditures Report [03-96]
9. Consideration to Adopt Resolution Authorizing Inter-fund Transfer [03-97]
10. Consideration to Authorize Mid-Year Adjustments and Year-End Balancing Transfers, 2003-04 Budget [03-98]
11. Consideration to Authorize Inter-Fund Transfers, Madera Phase 1B [03-99]
12. Consideration to Accept Maintenance Project, Asbestos Removal, Math/Science Building, Fresno City College [03-100]
13. Consideration to Accept Construction Project, Relocatable Day Care Center, Reedley College [03-101]
14. Consideration to Approve 2003-04 CalWORKs Program Services Agreement with County of Fresno, Reedley College [03-102]
15. Consideration to Approve Sale of Surplus Property [03-103]
16. Consideration to Donate Surplus Child Care Portable Building to Parlier Unified School District [03-104]

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MINUTES OF MEETING OF
BOARD OF TRUSTEES
STATE CENTER COMMUNITY COLLEGE DISTRICT
April 24, 2003

Call to Order A special workshop of the Board of Trustees of the State Center Community College District was called to order by President Dorothy Smith at 4:03 p.m., April 24, 2003,, at the District Office Boardroom, 1525 E. Weldon Avenue, Fresno, California.

Trustees Present Dorothy Smith, President
William Smith, Vice President
Pat Patterson, Secretary
Isabel Barreras
Adolfo Corona
Phillip J. Forhan
Leslie Thonesen
George Kutnerian, Student Trustee, FCC

Trustees Absent Natalie Alquinzon, Student Trustee, RC

Also present were:

Judith A. Redwine, Chancellor, SCCCC
Ned Doffoney, President, Fresno City College
Tom Crow, President, Reedley College
Don Yeager, Vice Chancellor-North Centers
Terry Kershaw, Interim Vice Chancellor-Educational Services and Planning, SCCCC
Doug Brinkley, Vice Chancellor-Finance and Administration, SCCCC
Randy Rowe, Associate Vice Chancellor-Human Resources, SCCCC
Cindy Spring, Executive Secretary to the Chancellor, SCCCC
Eileen O'Hare, General Counsel, SCCCC
Brian Speece, Associate Vice Chancellor-Business and Operations, SCCCC
Joan Edwards, Executive Director – SCCC Foundation
Larry Dickson, Classified Senate President and Staff, FCC
Randy Vogt, Director of Purchasing, SCCCC
Ed Eng, Director of Finance, SCCCC
Erica Johnson, Interim Associate Dean-Student Services, NC
Jim Chin, Associate Dean of Instruction, NC
Don Lopez, Instructor, Clovis Center
Carol Tito, Student, Clovis Center
Tom Mester, Instructor, Clovis Center
Ed Darden, Ed Darden and Associates
Jim Steinberg, The Fresno Bee

Delegations,
Petitions, and
Communications

Dr. Tom Mester, biology instructor at the Clovis Center, commented on the positive procedure followed for the Willow/International site, as students, faculty and staff were given the opportunity to review the architectural design, parking, access, etc.

Vice Chancellor-
Educational Services
and Planning
Screening
Committee

Ms. Smith distributed copies of the meeting schedule for the Vice Chancellor-Educational Services and Planning Screening Committee and asked for a volunteer to represent the Board on this committee. Ms. Barreras agreed to serve.

Update on Willow/
International Phase I

Dr. Terry Kershaw, Mr. Don Lopez, and Ms. Carol Tito provided an overview of the meetings and open forum with the Clovis Center staff and students regarding the design of the Willow/International site and the placement of the Phase I building, parking, and central plant.

Mr. Thonesen noted that he attended two of the meetings and appreciated the students' and staff's comments and commitment to the project.

Mr. Smith complimented Mr. Darden for his flexibility in adjusting the design of Phase I.

Mr. Patterson stated that he was happy to see this process. The rewards speak for themselves and he is pleased and ecstatic about the project.

Mr. Kutnerian also expressed his appreciation of having the students involved.

Architect Selection
Process

Mr. Brinkley presented the architect selection process for new capital facilities projects, reviewed the status of architects for existing projects, presented recommendations for contracting with architects on existing projects, and the preparation of a Master Plan for the site.

Mr. Smith questioned if any bids were received from any Minority Business Enterprise or Women Business Enterprise firms and asked that a report be given to the Board in the near future.

Mr. Forhan asked if the drawings would be the property of the architect or the District. Mr. Forhan also stated that he believes the map presented this evening could serve as the Master Plan, especially if Mr. Darden will be the architect for Phase II. The

Architect Selection
Process
(continued)

infrastructure is already being addressed in Phase I and II and he would be adamantly opposed to spending additional funds on a Master Plan.

Dr. Redwine called the Board's attention to the Measure E Projects binders at each member's place. Each project has a timeline and a copy of the corresponding Board item and approval. The binders will be updated as the projects progress and should be a valuable resource to the Board.

Mr. Smith questioned if a Measure E website could be developed to post the project timelines. Mr. Forhan requested that the Phase I map also be included.

2003-04 Budget
Development

Mr. Brinkley provided an update on the 2003-04 Budget to include the following areas:

- Governor's 2003-04 Proposed Budget
- FTES Cap
- Reduction in Base Apportionment
- Reduction in Categorical Funding
- Assumptions for Budget Development
- Allocation of Base Apportionment
- Decision Package Preview
- District Activities

Mr. Forhan spoke to the goal of protecting the District's core function; i.e., retaining faculty and classified employees, and looking at programs/staff that are not supportive of the core mission. Ms. Smith asked each president to comment on this issue.

Mr. Smith commented on the dilemma of the budget constraints as it relates to staffing and the new buildings being provided by Measure E funds.

Ms. Smith questioned cuts to the EOPS and DSPS programs.

Closed Session

Ms. Smith stated that in closed session the Board would be discussing PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE, Pursuant to Government Code Section 54957. Ms. Smith declared a recess at 5:30 p.m.

Open Session

The Board moved into open session at 6:15 p.m. Mr. Smith stated that in view of the discussion that took place in closed session, he will be making the following motion:

Open Session
(continued)

A motion was made by Mr. Smith and seconded by Ms. Barreras that the Board of Trustees reassign the Chancellor for the remainder of her term to a position to be determined later by the Board, that she be given a notice of termination at the end of her contract, and that the Board President be given the authorization to appoint an interim Chancellor effective immediately. The motion carried by the following roll call vote:

Mr. Forhan -	yes
Ms. Barreras -	yes
Mr. Thonesen -	no
Mr. Corona -	no
Mr. Patterson -	no
Mr. Smith -	yes
Ms. Smith -	yes

Mr. Patterson stated that he believes the decision is premature and that the Board should talk with legal counsel first.

Adjournment

The meeting was adjourned at 6:18 p.m. by the unanimous consent of the Board.

cs

Patrick E. Patterson
Secretary, Board of Trustees
State Center Community College District

MINUTES OF MEETING OF
BOARD OF TRUSTEES
STATE CENTER COMMUNITY COLLEGE DISTRICT
April 1, 2003

Call to Order A regular meeting of the Board of Trustees of the State Center Community College District was called to order by President Dorothy Smith at 4:30 p.m., April 1, 2003, at the Forum Hall, Reedley College, 995 N. Reed Avenue, Reedley, California.

Trustees Present Dorothy Smith, President
William Smith, Vice President
Pat Patterson, Secretary
Isabel Barreras
Adolfo Corona
Phillip J. Forhan
Leslie Thonesen
Natalie Alquinzon, Student Trustee, RC
George Kutnerian, Student Trustee, FCC

Also present were:

Judith A. Redwine, Chancellor, SCCCCD
Ned Doffoney, President, Fresno City College
Tom Crow, President, Reedley College
Don Yeager, Vice Chancellor-North Centers
Terry Kershaw, Interim Vice Chancellor-Educational Services and Planning, SCCCCD
Doug Brinkley, Vice Chancellor-Finance and Administration, 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
Eileen O'Hare, General Counsel, SCCCCD
Brian Speece, Associate Vice Chancellor-Business and Operations, SCCCCD
Joan Edwards, Executive Director – SCCC Foundation
Olga Quercia, Academic Senate President and Staff, FCC
Larry Dickson, Classified Senate President and Staff, FCC
Linda Nies, Classified Senate President and Staff, RC
Ron Nishinaka, Academic Senate President and Staff, RC
Zwi Reznik, AFT President and Staff, FCC
Lisa Maciel, CSEA Vice President and Staff, RC
Gene Blackwelder, College Business Manager, RC

Introduction of
Guests (continued)

Ed Eng, Director of Finance, SCCCCD
Randy Vogt, Director of Purchasing, SCCCCD
Michael Guerra, College Business Manager, FCC
Christina Masterson, Interim Dean of Instruction and Student Services, NC
Cris Monahan Bremer, Director of Marketing and Communications, FCC
Jannett Jackson, Associate Dean of Instruction, Learning Resources Center, FCC
John Cummings, District Dean of Admissions and Records, SCCCCD
Susan Liberty, Interim Associate Dean of Instruction-Humanities, FCC
Evelyn Fiorani, Duplications Supervisor, FCC
Elizabeth Carlisle, Executive Director, The Training Institute, SCCCCD
Ernie Smith, Associate Dean of Students-EOP&S, FCC
Cyndie Sine, Coordinator-Planning, Faculty Development & Program Review, FCC
Mike Quinn, Associate Dean-Humanities, RC
Eileen Apperson, Instructor, RC
Ron Taylor, Dean of Instruction, RC
Tony Cantu, Dean of Instruction, FCC
Bill Turini, Instructor, RC
Erin Ferns, The Rampage, FCC
Brian Tessler, Student Activities Coordinator/Basketball Coach, RC
Adelfa Lorenzano, Student Activities Assistant, RC
Kristen Smith, Student, RC
Jonathan Hinton, Student, RC
Dominic Guzman, Student, RC
Rosemary Ambriz, Student, RC
Raquel Lara, Student, RC
Norma Lara, Student, RC
Letty Alvarez, Admissions and Records Manager, RC
Joaquin Jimenez, District Associate Dean-Financial Aid, SCCCCD
Ron Watson, Police Lieutenant, SCCCCD
Royce Dunn, DSP&S, RC
Karen Durham, Administrative Assistant, RC
Lori Bonilla, Public Information Officer, RC
Mario Gonzales, Counselor, RC
Ruben Fernandez, Dean of Students, RC
Anna Cantu, Student, RC
Veronica Mendoza, Student, RC
Elizabeth Lopez, Student, RC
Darryl LaBat, Student, RC
Eric Yates, Student, RC
Tizor Lopez, Student, RC
Danny Gonzalez, Student, RC

Introduction of
Guests (continued)

Jan Kruger, Secretary to the President, RC
Lisa McAndrews, Dormitory Supervisor, RC
Robert Kim, Micro Computer Specialist, RC
Anthony Celaya, Micro Computer Specialist, RC
Mary Helen Garcia, Library/Learning Resource Assistant, RC
Kim Perry, Associate Dean-Occupational Education, PE, Health,
RC
Phil Nelson, Senior Systems/Network Analyst, SCCC
Al Foletta, Associate Dean-Business, MSE, Community Campus,
RC
Latasha Ball, FCC
Wil Schofield, Accounting Supervisor, RC
Robert Fox, Dean of Students, FCC
Frank Mascola, Dormitory Supervisor, RC
Debra Krohn, Adjunct Faculty, FCC
Kelly Graef, Kitchell
Joe Demko, Kitchell
Randy Rominger, Kitchell

Approval of Minutes

The minutes of the Board meeting of March 4, 2003, were presented for approval. A motion was made by Mr. Corona and seconded by Mr. Smith to approve the minutes of the March 4, 2003, meeting as presented. The motion carried unanimously.

Delegations,
Petitions, and
Communications

Ms. Smith noted that in the last month there have been three tragedies in the lives of District employees: the deaths of Irene Archuletta's husband, Ron Watson's grandson, and Deborah Lencioni's husband. She reminded everyone that life is indeed fragile and expressed the Board's sympathy to each of the families.

Mr. Zwi Reznik encouraged the Board and administration to come to a quick resolution with the part-time faculty negotiations.

Acknowledgement
of Asian American
Week

Ms. Smith acknowledged that March 30 through April 5, 2003, is Asian American Week

Chancellor's Report

Dr. Redwine stated that she appreciates the opportunity to have the meeting in Reedley and it is always nice to visit the campus.

Campus Report,
Reedley College

From Reedley College, Dr. Crow reported the following:

- Felisa Heller was a featured presenter at the 35th Annual League for Innovation Conference on March 17.
- Seven students were the recent winners of a national Virtual Enterprise problem-solving competition.

Campus Report,
Fresno City College

Dr. Doffoney reported on the following:

- Student Yuping Chang has been selected to the Phi Theta Kappa 2003 All-California Academic Team.
- Recognition of students listed in The College Board's Talent Roster of Outstanding Transfer Students from Community Colleges.

Campus Report,
North Centers

Dr. Yeager reported on the following from the North Centers:

- Cesar Chavez Day activities
- Recognition of Madera Community Hospital by the Fresno Compact as one of the top ten business partners of educational institutions.

Academic Senate
Report

Mr. Ron Nishinaka, Reedley College Academic Senate President reported on the following:

- Continued discussions on proposed Academic Calendars for 2004-2006, Senate Constitution/Bylaws, Student Conduct Standards/Cheating and Plagiarism, and Course Prerequisites.
- Proposed Change of English and Mathematics Degree Requirements for AA/AS Degree
- Budget information presented by administrative staff
- North Centers' Faculty Association update

Classified Senate
Report

Ms. Linda Nies, Reedley College Classified Senate President, reported on the following:

- Introduced the Senators present
- Fundraising activities
- Brown Bag lunches
- Training opportunities
- April 16 Classified Professionals Mega Conference
- May 31 Classified Professionals Day at Grizzlies Stadium

Reedley College
Associated Students
Report

Associated Student Body President Danny Gonzalez introduced the officers and senators present.

Student Trustee Natalie Alquinzon reviewed the ASB's Constitution and Bylaws, parliamentary procedures, leadership definitions, 2002-03 activities, and community service events.

Reedley College
Writing Center

Mr. Mike Quinn and Ms. Eileen Apperson-Williams provided an overview of the Reedley College Writing Center to include the Center's goals, philosophy, design and services, tutors and training, how the center has helped students thus far, and the future of the Center.

Board members questioned if the students come to the Center because they want to and how to reach those that do not want to

Reedley College
Writing Center
(continued)

take advantage of the tutoring, credit for attending tutoring sessions, if the program is offered at Fresno City College and North Centers, and if there is an assessment made of freshman students.

Ms. Smith again reminded staff of the need to meet with high school counselors before the fall term begins.

Measure E Update

Mr. Brinkley provided an update on the architect selection process for Measure E projects, meetings scheduled at the Clovis Center to address concerns related to Willow/International Phase I, and anticipated approval of Center status for the Willow/International site by the California Postsecondary Education Commission on April 8.

Kitchell Presentation

Mr. Joe Demko, Kitchell Consultants, gave an overview of the Capital Facilities Program Draft Schedule. Items of discussion included the process to date, Districtwide priorities, general assumptions, project cash flow, master schedule/cash flow, and bond program strategies.

Consent Agenda
Action

Ms. Smith requested that Consent Item No. 03-66, Consideration to Approve Certificated Personnel Recommendations, be pulled for discussion in closed session.

It was moved by Mr. Thonesen and seconded by Mr. Patterson that the Board of Trustees approve the consent agenda with the exception of Item No. 03-66. The motion carried unanimously.

Employment,
Promotion, Transfer,
Change of Status,
Termination,
Resignation, and
Retirement,
Classified Personnel
[03-67]
Action

approve classified personnel recommendations, Items A through I, as presented. (Lists A through I are herewith made a part of these minutes as Appendix II, 03-67).

Consideration to
Approve Limited
Term Positions:
Piano Accompanist
and Office
Assistant I
[03-68]
Action

approve a total of two limited term positions: one Piano Accompanist for the period April 2, 2003, through June 30, 2003, and one Office Assistant I position for the period April 2, 2003, through August 29, 2003.

Consideration to
Approve New Duties
and Responsibilities:
Reg-to-Go Assistants
and Tutorial
Assistants
[03-69]
Action

fix and prescribe the duties for the following positions: Reg-to-Go Assistants and Tutorial Assistants.

Consideration to
Approve Conversion
of Pass Through
Account
Technician I Position
to Permanent
Classified Account
Technician I Position
[03-70]
Action

approve converting the pass through Account Technician I position to a permanent Classified Account Technician I position.

Consideration to
Approve Out-of-
State Travel, Jazz
Ensemble, Jazz
Combo, and City
Singers, Fresno City
College
[03-71]
Action

approve out-of-state travel for approximately forty Fresno City College Jazz Ensemble, Jazz Combo, and City Singers students to attend the Reno Jazz Festival to be held at the University of Nevada, Reno, on May 2-4, 2003, with the understanding that the trip will be financed without requiring expenditures of District funds.

Review of District
Warrants and Checks
[03-72]
Action

review and sign the warrants register for the period February 27, 2003, to March 31, 2003, in the amount of \$11,096,069.07; and

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 13, 2003, to March 21, 2003, in the amount of \$453,343.56.

Consideration to
Accept Maintenance
Project, Fire Alarm
Upgrades, Reedley
College
[03-73]
Action

- a) accept the Fire Alarm Upgrade Project, Reedley College; and
- b) authorize the Chancellor or Vice Chancellor-Finance and Administration to file a Notice of Completion with the County Recorder.

Consideration to
Adopt a Resolution
Authorizing an
Agreement with the
California
Department of
Education for Child
Development
Careers Project,
Fresno City College
[03-74]
Action

- a) adopt a Resolution authorizing 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 January 1, 2002, through June 30, 2004, in an amount not to exceed \$403,999; and
- b) authorize the Chancellor or Vice Chancellor-Finance and Administration to sign the agreement on behalf of the District.

Consideration of
Claim Against State
Center Community
College District,
Millard L.
Rutherford
[03-75]
Action

reject the claim submitted by Millard L. Rutherford and direct the Chancellor or her designee to give written notice of said action to the claimant.

Consideration to
Approve Agreement
with SixTen and
Associates for 2003-
04 Mandate
Reimbursement
Claim Preparation
Services
[03-76]
Action

- a) authorize entering into an agreement with SixTen and Associates in an amount not to exceed \$24,000 for the preparation and submission of the 2003-04 mandate reimbursement claims; and
- b) authorize the Chancellor or Vice Chancellor-Finance and Administration, to sign the agreement on behalf of the District.

Consideration to
Select Auditor for
Measure E Bond
Funds
[03-77]
Action

- a) authorize utilizing the firm of Vavrinek, Trine, Day & Co. for the purpose of conducting up to four audits per year of the Measure E expenditures at a cost of \$2,000.00 per audit; and
- b) authorize the Chancellor or Vice Chancellor-Finance and Administration to sign an agreement on behalf of the District.

Consideration of
Bids, Asbestos
Removal,
Math/Science
Building, Fresno
City College
[03-78]
Action

award Bid #0203-14 in the amount of \$14,470.00 to APC Contractors, Inc., the lowest responsible bidder for Asbestos Removal, Math/Science Building at Fresno City College, and authorize the Chancellor or Vice Chancellor-Finance and Administration to sign an agreement on behalf of the District.

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

Public Hearing on
Initial Bargaining
Proposals Presented
by California School
Employees
Association Local
#379
[03-79]
No Action
Public Hearing

Mr. Rowe stated that Government Code Section 3547 sets forth the “sunshine” provisions of the Rodda Act. The Board is required to hold a public hearing on the initial proposal of the employee group. The California School Employees Association Local #379 on behalf of the classified employees presented its initial proposals for a successor contract to the Board on March 4, 2003. Following Mr. Rowe’s reading of the initial proposals, Ms. Smith opened the public hearing at 5:45 p.m. There being no public comment, the hearing was closed at 5:46 p.m.

Public Hearing on
the District’s Initial
Bargaining Proposals
to the State Center
Federation of
Teachers, Local
#1533, CFT/AFT,
CIO/AFL
[03-80]
No Action

Mr. Rowe reviewed the District’s initial bargaining proposals to the State Center Federation of Teachers, Local #1533, CFT/AFT, CIO/AFL, as follows:

The District Proposes:

Article I – Term of Agreement

The District proposes a three-year term, July 1, 2003, or date of ratification, which ever is later, through June 30, 2006.

Article V – Waiver of Bargaining

Section 2. Beginning Negotiations

The District proposes successor contract shall be given to the District between January 1, 2006, and June 30, 2006.

Article IX – Federation Rights

The District proposes:

1. A maximum of three (3) authorized unit members of the Federation Bargaining Committee shall be released from their regular work duties, with pay, if negotiation meetings with management are scheduled during the working hours of the unit members involved.
2. To add there shall be no obligation on the part of the District to schedule meetings during the chairperson’s regularly scheduled class time.

Article XII – Hours, Workload, Class Size

Section 3. Lecture Hour Equivalent

The District proposes to:

Public Hearing on
the District's Initial
Bargaining Proposals
to the State Center
Federation of
Teachers, Local
#1533, CFT/AFT,
CIO/AFL
[03-80]
No Action
(continued)

1. Add Large Group Instruction to identify the classes in this section.
2. Increase the number of students per LHE for Large Group Instruction.

Section 5. Office Hours

The District proposes to:

1. Delete language that identifies a minimum of three (3) office hours per week and a maximum of five (5) office hours per week.
2. Add not less than one (1) office hour for each class offered weekly to be considered a minimum requirement.
3. Scheduling of an office hour delete five (5) day work week and add two (2) successive week period.

Section 8. Copy right

The District proposes to:

1. Add the District is presumed owner of all intellectual property used in any course developed for and/or taught on behalf of the College except as otherwise mutually agreed upon by the College and faculty member.

Section 13. Distance Education

The District proposes to:

1. Add Online Education to title of this section.
2. Add internet courses taught by faculty members shall receive LHE credit on the ratio of one (1) LHE per one (1) unit taught except as otherwise mutually agreed between the faculty member and College administration. Faculty members teaching online courses must teach at least 40% of their load per semester on campus.
3. Add Course Development Factor - online education may receive released time at the discretion of the College administration.
4. Office hours held by faculty members teaching a distance education course shall be consistent with the provisions of Article XII, Section 5. OFFICE HOURS.

Public Hearing on
the District's Initial
Bargaining Proposals
to the State Center
Federation of
Teachers, Local
#1533, CFT/AFT,
CIO/AFL
[03-80]
No Action
(continued)

Article XIII – Faculty Conditions

Section 1.C. Evaluation of Faculty - Committee Compensation

The District proposes each faculty committee member shall receive compensation for up to ten (10) hours or the actual number of hours performed, whichever is less.

Section 1. F. Evaluation Timeline

The District proposes to:

1. Add timeline for 9-week courses.
2. Administer student questionnaires no earlier than the 6th week.

Section 5. Special Assignments

The District proposes to add five (5) unscheduled hours to each special assignment.

Section 8. Transfer and Reassignment

The District proposes to:

1. Delete current language entitled “Voluntary Transfer.”
2. Add language that will clarify the process and timeline.

Article XIV-A – Leaves with Pay

Section 1. Sick Leave Provisions

The District proposes to add a member absent for more than five (5) duty days shall notify their immediate supervisor of his/her approximate return date.

Section 7. Sabbatical Leave

The District proposes to:

1. Delete the word shall and add may grant leaves.
2. Add the Board may suspend sabbatical leaves due to budgetary considerations that warrant such a suspension.

Article XV – Insurance Programs

The District proposes to add in view of the escalating health care

Public Hearing on
the District's Initial
Bargaining Proposals
to the State Center
Federation of
Teachers, Local
#1533, CFT/AFT,
CIO/AFL
[03-80]
No Action
(continued)

costs locally as well as nationwide, the District believes it is essential for the parties to review cost containment options which may be added to the District's insurance plans.

Article XVII – Compensation

The District proposes due to the state's fiscal condition forced upon the District which includes unknown and unpredictable factors, step and column increases are proposed to be frozen for 2003-04.

Article XVIII – Retirement and Retirees

Section 5. Early Retirement Incentive

The District proposes one-time only incentive bonus of \$14,000.00 will be granted to any certified bargaining unit member age 56 or older who chooses to retire at the end of the Spring semester 2005.

Representatives from the District do formally reserve the right under Article V to propose additional issues and subjects, both economic and/or non-economic, as the District becomes better aware of the changing budget conditions which are being experienced.

Public Hearing

Ms. Smith opened the public hearing at 5:52 p.m. There being no public comment, the hearing was closed at 5:53 p.m.

California
Community College
Trustees 2003 Ballot
for Board of
Directors
[03-81]
Action

Ms. Smith stated that she would like to recommend that the ballot be submitted to support the ten incumbents. Following a brief discussion on the list of nominees, a motion was made by Mr. Smith and seconded by Mr. Thonesen that the Board of Trustees authorize the Board Secretary to cast a ballot for the 2003 election of the Board of Directors of the California Community College Trustees as follows: Mr. Edward Ortell, Citrus CCD; and incumbents Maria Nieto Senour, San Diego CCD; John Moore, Cerritos CCD; Mary Mason, Foothill-DeAnza CCD; Michele Jenkins, Santa Clarita CCD; Luis Villegas, Santa Barbara CCD; Charles Hayden, Jr., Desert CCD; Anthony Bugarin, San Joaquin Delta CCD; Mark Takano, Riverside CCD; and Thomas Clark, Long Beach CCD. The motion carried unanimously.

Consideration of
Bids, SCCC
LAN/WAN
Renovations, Phase
3, Districtwide
[03-82]
Action

A motion was made by Mr. Corona and seconded by Mr. Smith that the Board of Trustees award Bid #0203-12 in the amount of \$1,297,952.00 to HCI, Inc., the lowest responsible bidder for SCCC LAN/WAN Renovations, Phase 3, and authorize the Chancellor or Vice Chancellor-Finance and Administration to sign an agreement on behalf of the District. The motion carried unanimously.

Consideration of
Bids, Room
Modifications,
Various Buildings,
Fresno City College
[03-83]
Action

A motion was made by Mr. Thonesen and seconded by Mr. Smith that the Board of Trustees award Bid #0203-13 in the amount of \$530,586.00 to Mark Wilson Construction, Inc., the lowest responsible bidder for Room Modifications, Various Buildings, Fresno City College, and authorize the Chancellor or Vice Chancellor-Finance and Administration to sign an agreement on behalf of the District. The motion carried unanimously.

Consideration of
Resolution for
Participation in
Community College
League of California
2003-04 Cash Flow
(TRANs) Financing
Program
[03-84]
Action

A motion was made by Mr. Corona and seconded by Mr. Smith that the Board of Trustees:

- a) approve the Resolution of the Governing Board that authorizes:
 - 1) the borrowing of funds for fiscal year 2003-04 not to exceed \$10 million;
 - 2) the issuance and sale of 2003-04 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.

The motion carried unanimously.

Consideration to
Authorize
Agreement with
Stradling Yocca
Carlson & Rauth for
Legal Services
Relating to 2000
TRANs Audit
[03-85]
Action

Board members questioned the auditing process, timelines, and expenses possibly involved. A motion was made by Mr. Forhan and seconded by Mr. Thonesen that the Board of Trustees:

- a) authorize entering into an agreement with Stradling Yocca Carlson & Rauth for the performance of legal services related to the audit of the District's 2000 TRANs at the rate of \$360/hour for David Casnocha, \$360/hour for Carol Lew, and \$205/hour for Lisa Kim, plus certain out-of-pocket expenses, including costs paid to RBC Dain Rauscher for preparing financial analyses; and
- b) authorize the Chancellor or Vice Chancellor-Finance and Administration to sign the agreement on behalf of the District.

The motion carried by the following vote:

Ayes - 5
Noes - 2 (Mr. Patterson and Ms. Smith)
Absent - 0

Consideration to
Authorize Salomon
Smith Barney and
RBC Dain Rauscher
as Co-Managers of
the Measure E
General Obligation
Bonds
[03-86]
Action

Following a brief discussion regarding having continuity with the representative who has the background on the issuance of the District's bonds, a motion was made by Mr. Smith and seconded by Mr. Corona that the Board of Trustees approve the recommendation and that the agreement be amended to include that a direct relationship be established between the District and Salomon Smith Barney in the event there is a problem; and

- a) authorize RBC Dain Rauscher and Salomon Smith Barney to act as co-managers on the issuance of the District's General Obligation, Series A Bonds; and
- b) authorize the Chancellor or Vice Chancellor-Finance and Administration to sign the letter agreement provided by RBC Dain Rauscher acknowledging the Board's decision to allow the firms to act as co-managers.

The motion carried unanimously.

Consideration to
Adopt Resolution
Authorizing Sale and
Issuance of General
Obligation Bonds,
Election of 2002,
Series 2003A
[03-87]
Action

A motion was made by Mr. Corona and seconded by Mr. Patterson that the Board of Trustees adopt a resolution authorizing the sale and issuance of State Center Community College District general obligation bonds, Election of 2002, Series 2003A. The motion carried unanimously.

Consideration to
Authorize Colleges/
Centers and Other
District Operations
to Use 2002-03
Decision Package
Funds to Balance
Mid-Year Budget
Cuts
[03-88]
Action

Board members questioned the legality of the State's delay in paying mandated costs, full-time faculty obligation as it relates to replacing faculty that have retired, possibility of issuing March 15, 2004, notices to new employees, and creating various budget scenarios for 2003-04.

A motion was made by Mr. Patterson and seconded by Mr. Thonesen that the Board of Trustees authorize the administration to use 2002-03 Decision Package funds to balance the District's mid-year budget cuts. The motion carried by the following vote:

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

Board Reports

Ms. Alquinzon, Reedley College Student Trustee, reported on the following:

- Spring Week activities
- Kaleidoscope will be held on Thursday, April 3
- Dance Contest on Friday, April 4

Mr. Kutnerian, Fresno City College Student Trustee, reported the following:

- Rally in Sacramento regarding the budget
- The College and the Police Academy raised over \$8,500 for Kids Day
- Blood drive on April 2
- Showcase is scheduled for April 10
- Ramdoggie Roundup will take place on April 23
- ASG elections scheduled for April 29 through May 1
- Asian American Week activities

Ms. Barreras reported that she toured the Reedley College campus prior to the Board meeting and met several staff members.

Mr. Corona noted Dr. Doffoney's selection for the 2003 Fulbright-Hays Seminars Abroad Program, sponsored by the J. William Fulbright Foreign Scholarship Board and the U.S. Secretary of Education.

Mr. Patterson stated that he has been impressed with the number of students going to Sacramento to voice their concerns regarding the budget.

Ms. Smith reported that she served on a Women's History Panel at Reedley College. The Chancellor was also on the panel. On March 21, her school had a Career Fair, and as usual, the colleges in the District were represented. She expressed her appreciation for their time and effort.

Old Business

There was no old business.

Future Board Items

There were no future board items.

Closed Session

Ms. Smith stated that the Board, in closed session, will be discussing:

- PUBLIC EMPLOYEE APPOINTMENT, Pursuant to Government Code Section 54957, Appointment of Personnel Commissioner

Closed Session
(continued)

- CONFERENCE WITH LABOR NEGOTIATOR [SCFT Part-Time and Full-Time Bargaining Units;], Randy Rowe, Pursuant to Government Code Section 54957.6
- PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE, Pursuant to Government Code Section 54957

Ms. Smith declared a recess at 6:46 p.m.

Open Session

The Board moved into open session at 10:00 p.m.

Employment and
Leave of Absence,
Certificated
Personnel
[03-66]
Action

A motion was made by Mr. Thonesen and seconded by Mr. Corona that the Board of Trustees approve certificated personnel recommendations, Items A through B, as amended. (Lists A through B are herewith made a part of these minutes as Appendix I, 03-66). The motion carried by the following vote:

Ayes - 4
Noes - 0
Absent - 3 (Mr. Forhan, Mr. Patterson, and Ms. Smith)

Report of Closed
Session

Mr. Smith reported that the Board, in closed session, gave direction to its chief labor negotiator regarding part-time faculty negotiations. He also stated that Ms. Cathy Frost, the Board's appointee to the District Personnel Commission, has submitted a letter of resignation effective upon a replacement being confirmed by the Board of Trustees. The Personnel Commission is made up of three individuals; one appointed by the Board, one by classified employees, and a third who is nominated and appointed by those two commissioners. The governing board has a responsibility to announce the name of the person it intends to appoint to the vacancy. At its next regular meeting, May 6, 2003, the Board of Trustees will hold a hearing for the public, employees, and employee organizations to express their views on the qualifications of the person recommended by the Board for appointment. The Board, at that time, may make this appointment or a substitute appointment or a recommendation without further notification or public hearing. The Board at this time wants to make public its intention to appoint Ron Manfredi as its representative to the District's Personnel Commission.

Adjournment

The meeting was adjourned at 10:05 p.m. by the unanimous consent of the Board.

Patrick E. Patterson
Secretary, Board of Trustees
State Center Community College District

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 6, 2003

SUBJECT: Correction to Leave of Absence and Reduction to Part-Time Employment Status, Certificated Personnel ITEM NO. 03-89

EXHIBIT: Certificated Personnel Recommendations

Recommendation:

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

CERTIFICATED PERSONNEL RECOMMENDATIONS

- A. Correction to recommendation to approve Health Leave (Article XIV-B, Section 4) for the following person:

<u>Name</u>	<u>Location</u>	<u>From</u>	<u>To</u>	<u>Position</u>
Scheidt, Judy	MC	August 14, 2003	December 19, 2003	Child Development Instructor

- B. Recommendation to approve Reduction to Part-Time Employment Status Prior to Retirement (Article XVIII, Section 4) for the following person:

<u>Name</u>	<u>Location</u>	<u>Start Date</u>	<u>Position</u>
Colby, Camilla	FCC	August 14, 2003	Spanish Instructor

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 6, 2003

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

ITEM NO. 03-90

EXHIBIT: Classified Personnel Recommendations

Recommendation:

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

CLASSIFIED PERSONNEL RECOMMENDATIONS

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

Name	Location	Classification	Range/Step/Salary	Date
Gonzales, Marissa	DO	Personnel Assistant Position No. 1046	X57-A \$3472.67	4/7/03

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

Name	Location	Classification	Hourly Rate	Date
Hernandez, Mary Lou	FCC	Office Assistant I	\$ 11.67	4/7/03 thru 5/16/03
Acuna, David	FCC	TI Trainer I	27.94	3/19/03
Manerikar, Archana	DO	TI Trainer I	27.94	3/1/03 thru 6/30/03
Jarvis, Jan	DO	TI Trainer II	33.52	1/1/03 thru 6/30/03

C. Recommendation to approve the promotion of the following employees (regular):

Name	Location	Classification	Range/Step	Date
Herb, Martin	FCC	Bookstore Sales Clerk I Position No. 2086 to Bookstore Sales Clerk II Position No. 2086	37-B \$2075.25 40-B \$2235.00	8/1/02
Kelly, Diane	RC	Bookstore Sales Clerk I Position No. 3081 to Bookstore Sales Clerk II Position No. 3081	37-B \$2075.25 40-B \$2235.00	8/1/02

C. Recommendation to approve the promotion of the following employees (regular) (continued):

Name	Location	Classification	Range/Step	Date
Nurmi, Barbara	RC	Accounting Clerk I	38-B	9/1/02
		Position No. 3080 to Accounting Clerk II	\$2130.42 41-B	
		Position No. 3080	\$2290.17	
Blann, Susan	RC	Bookstore Sales Clerk I	37-B	10/1/02
		Position No. 3082 to	\$2075.25	
		Bookstore Sales Clerk II	40-B	
		Position No. 3082	\$2235.00	
Ahrens, Shanna	DO	Accounting Technician II	61-C	4/1/03
		Position No. 1067 to	\$3919.00	
	FCC	Accountant/Auditor	66-B	
		Position No. 2489	\$4214.42	
Hutchison, Kelli	DO	Accounting Clerk III	X46-E	4/4/03
		Position No. 1020 to	\$3228.00	
		Accounting Technician I	X55-B	
		Position No. 1064	\$3472.67	

D. Recommendation to approve the transfer of the following employees (regular):

Name	Location	Classification	Range/Step	Date
Lewellen, Carolyn	FCC	Accounting Clerk III	48-D	4/1/03
		Position No. 2436 to	\$2998.75	
	CTC	Accounting Clerk III	48-D	
		Position No. 2436	\$2998.75	
Carr, William	DO	Personnel Assistant	X57-E	4/7/03
		Position No. 1046 to	\$4223.25	
	FCC	Workshop Facilitator	52-E	
		Position No. 2304	\$3470.50	

(Voluntary demotion in lieu of layoff)

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

Name	Location	Classification	Range/Step	Date
O'Neil, Peggy	FCC	Accounting Technician II	61-E	10/28/02
		Position No. 2070 to	\$4425.92	
		Accounting Technician II	61-E + 15%	11/08/02
		Position No. 2070	\$5089.83	

(Article 34, Section 8 CSEA Contract)

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

Name	Location	Classification	Range/Step	Date
Herb, Martin	FCC	Bookstore Sales Clerk II	40-B	12/6/02
		Position No. 2086 to	\$2235.00	thru
		Bookstore Sales Clerk III	43-B	4/30/03
		Position No. 2055	\$2405.83	
(Article 34, Section 8 CSEA Contract)				
Swan, Kathleen	FCC	Bookstore Sales Clerk II	40-C	3/9/03
		Position No. 2085 to	\$2346.33	thru
		Bookstore Sales Clerk III	43-C	4/30/03
		Position No. 2079	\$2521.58	
(Article 34, Section 8 CSEA Contract)				
Dias, Ellen	FCC	Department Secretary	44-B	3/21/03
		Position No. 2058 to	\$2467.58	thru
		Department Secretary	44-B	6/30/03
		Position No. 2148	\$2467.58	
(Transfer pending recruitment and selection)				
Cristan, Penny	FCC	Accounting Technician II	61-D	3/24/03
		Position No. 2069 to	\$4315.24	thru
		Accounting Technician II	61-D + 15%	4/8/03
		Position No. 2069	\$4962.52	
(Article 34, Section 8 CSEA Contract)				
Ashcroft, Gail	FCC	Office Assistant II	41-B	4/1/03
		Position No. 2144 to	\$2290.17	thru
		Office Assistant III	48-A	6/30/03
		Position No. 2233	\$2592.17	
(Filling position pending selection of a permanent employee)				
Carr, William	FCC	Campus Business Assist.	57-E	4/1/03
		Position No. 2123 to	\$3919.33	thru
	DO	Personnel Assistant	X57-E	4/4/03
		Position No. 1046	4223.25	
(Filling position pending selection of a permanent employee)				
Mendoza, Janell	MC	Madera Center Coord.	69-E	4/1/03
		Position No. 4001 to	\$5291.95	thru
		Madera Center Coord.	69-E + 15%	6/30/03
		Position No. 4001	\$6225.83	
(Article 34, Section 8 CSEA Contract)				

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

Name	Location	Classification	Range/Step	Date
Mossettee, MaryBeth	FCC	Program Develop. Asst.	60-E	4/1/03
		Position No. 2274 to	\$4119.59	thru
		Program Develop. Asst.	60-E + 15%	6/30/03
		Position No. 2274	\$4846.58	
(Article 34, Section 8 CSEA Contract)				
Padua, Alemario	FCC	Accounting Technician I	57-D	4/1/03
		Position No. 2339 to	\$3732.75	thru
		Accounting Technician II	61-D	6/30/03
		Position No. 2358	\$4109.75	
(Article 34, Section 8 CSEA Contract)				
Willshaw, Bertha	FCC	Office Assistant II	41-E	4/1/03
		Position No. 2017 to	\$2768.22	thru
		Office Assistant III	48-C	6/30/03
		Position No. 2002	\$2975.78	
(Filling position pending selection of a permanent employee)				
Van Pelt, Jason	DO	Accounting Clerk II	41-C	4/14/03
		Position No. 1005 to	\$2405.83	thru
		Accounting Clerk III	X46-A	6/30/03
		Position No. 1020	\$2656.08	
(Article 34, Section 8 CSEA Contract)				

F. Recommendation to accept the resignation of the following employee (regular):

Name	Location	Classification	Date
Parker, Lynn	FCC	Accounting Technician II Position No. 2358	4/1/03
Brown, Robin	DO	HR/MIS Data Researcher Position No. 1018	4/14/03
Fuller, Sharon	FCC	Office Assistant III Position No. 2478	4/18/03

G. Recommendation to accept the resignation for the purposes of retirement of the following employee (regular):

<u>Name</u>	<u>Location</u>	<u>Classification</u>	<u>Date</u>
Strawn, Dayle	FCC	Custodian Position No. 2186	5/30/03

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 6, 2003

SUBJECT: Consideration to Approve Resolution of
Layoff and Elimination of Classified Personnel/
Positions in Categorically Funded Positions,
Fresno City College

ITEM NO. 03-91

EXHIBIT: Resolution

Background:

Fresno City College operates its HSS CalWORKs program through the Department of Employment & Temporary Assistance and ultimately through the Board of Supervisors of Fresno County. Fresno City College has been notified by the Employment & Temporary Assistance Department that the CalWORKs Agreement #A-02-753 is being funded in the amount of \$346,880 for the fiscal year 2003-04. Fresno City College staff has worked closely with staff analysts from the Employment & Temporary Assistance Department to determine the most effective use of the funds. The reduction in funding will eliminate the District's New Americans Center. It will be necessary to lay off one (1) full-time classified employee and four (4) part-time employees. The attached Resolution lists the positions that are being effected by the decrease in grant funding. Some of these employees may have seniority rights to "bump" into other positions or be placed in vacancies, thereby not necessitating their actual layoff. Some employees may chose to "bump" and this will have an impact on other employees within the District. Also, the Fresno City College staff is working with One by One Leadership Foundation for a grant that would allow FCC to continue providing these same services to the community for a three-year period. The results of this application will be known at the end of June and if successful, funding will begin the first of July. Therefore, these layoffs would not be necessary.

Recommendation:

It is recommended that the Board of Trustees approve Resolution No. 03-91 authorizing the Interim Chancellor (or designee) to give notices of layoff to one (1) full-time classified employee and four (4) part-time classified employees of the District pursuant to the District's rules and regulations and applicable provisions of the Education Code.

STATE CENTER COMMUNITY COLLEGE DISTRICT

Meeting of the Board of Trustees
May 6, 2003

BOARD RESOLUTION No.: 03-91

WHEREAS, the State and Federal funding for Fresno County is being reduced for the 2003-04 fiscal year, and

WHEREAS, this reduction in funding will result in reduced funding for the CalWORKs program, and

WHEREAS, due to lack of funds in the HSS CalWORKs Immigrant Job Center program, and

WHEREAS, the Board of Trustees hereby finds it is in the best interest of this College District, that as of June 30, 2003, certain services now being provided by the District be reduced or discontinued by the following extent:

1.	<u>CalWORKs Positions</u>	<u>Position #</u>
	1 Job Developer (full-time)	2195
	1 Job Developer – (part-time)	2203
	1 Job Coach (part-time)	2375
	2 Office Assistant I (part-time)	2131; 2371

NOW, BE IT RESOLVED that as of June 30, 2003, the positions listed above shall be discontinued to the extent set forth above.

BE IT FURTHER RESOLVED that the District Interim Chancellor be and is hereby authorized to give notices of layoff to five (5) classified employees of the District pursuant to the District's rules and regulations and applicable provisions of the bargaining unit contract and Education Code not later than 30 days prior to the effective date of layoff as set forth above and to those individuals who are potentially subject to layoff due to seniority bumping rights of the individuals receiving layoff notices.

The foregoing Resolution was passed and adopted at a regular meeting of the Governing Board on May 6, 2003, by the following vote:

AYES:
NAYES:
ABSENT:

Date: _____

Board of Trustees of the State
Center Community College District

Secretary to the Board of Trustees

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 6, 2003

SUBJECT: Study Abroad Program, Semester in England,
Spring 2004

ITEM NO. 03-92

EXHIBIT: None

Background:

As part of its continuing commitment to the development of mutually beneficial international relationships which contribute to the improvement of college programs and services, broaden the educational experience, and promote international understanding, the District again is planning a Semester in England program for spring 2004. The success of this program has been very encouraging.

The program is based on a minimum enrollment of 20 students. The students will spend the first four weeks of the semester in on-campus study, after which they would travel to Kingston-upon-Thames, a suburb south of central London.

The instructors who have been chosen, pending Board approval, are Mary Arechiga from Fresno City College and Lori Lorion from Reedley College. They would teach general education transfer courses.

Travel arrangements, use of college facilities in England, home stay for students, and general promotion will be handled by the Centers for Academic Programs Abroad (CAPA). The instructors would organize the academic program, promote it districtwide, and teach and administer the program in England.

Program implementation will be in accordance with current District policies and regulations and college procedures.

Recommendation:

It is recommended that the Board of Trustees: (1) approve the offering of a 12-15 unit Semester in England program in Kingston-upon-Thames for spring semester 2004; and (2) appoint Mary Arechiga and Lori Lorion as instructors for the program.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 6, 2003

SUBJECT: Study Abroad Program, Salamanca, Spain,
Summer 2004

ITEM NO. 03-93

EXHIBIT: None

Background:

The District is again planning a four-week summer session in Spain during summer 2004. This Spanish language program serves our currently-enrolled students and also benefits the local community. Participants can earn up to five units of transferable credit.

The program is based on a minimum enrollment of 15 students. The location will be in Salamanca, located between Madrid and Portugal.

The instructors who have been selected, pending Board approval, are Sharon Ferrer from Fresno City College and Joyce Pinkard from Fresno City College. They will teach Spanish classes in conjunction with the Formula Sí language school.

Travel arrangements, school facilities, home stay for students, and general promotion will be handled by CAPA (Centers for Academic Programs Abroad). The instructors will organize the academic program, promote it districtwide, and teach and administer the program in Spain.

Program implementation will be in accordance with current District policies, regulations and college procedures.

Recommendation:

It is recommended that the Board of Trustees: (1) approve the offering of this summer 2004 session in Salamanca, Spain, and (2) appoint Sharon Ferrer and Joyce Pinkard as instructors for the program.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: AMENDED
May 6, 2003

SUBJECT: **Consideration to Approve Out-of-State
Travel, Fresno City College City Singers** ITEM NO. 03-93a

EXHIBIT: **None**

Background:

Fresno City College is seeking Board authorization for approximately twenty-two Fresno City College City Singers students to participate in a performance tour to Seattle, Washington and Vancouver, British Columbia from May 26, 2003, to June 2, 2003. The advisor is Julie Barron Dana. No funds are being asked of the District.

Recommendation:

It is recommended that the Board of Trustees approve out-of-state travel for approximately twenty-two Fresno City College City Singers students to participate in a performance tour to Seattle, Washington and Vancouver, British Columbia from May 26, 2003, to June 2, 2003, 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: May 6, 2003

SUBJECT: Review of District Warrants and Checks

ITEM NO. 03-94

EXHIBIT: None

Recommendation:

It is recommended that the Board of Trustees review and sign the warrants register for the period March 27, 2003, to April 30, 2003, in the amount of \$16,292,474.46.

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 March 17, 2003, to April 25, 2003, in the amount of \$233,612.85.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 6, 2003

SUBJECT: Financial Analyses of Enterprise
and Special Revenue Operations

ITEM NO. 03-95

EXHIBIT: Financial Analyses

Background:

The financial reports for the Enterprise and Special Revenue operations for the quarter ended March 31, 2003, are enclosed. The reports consist of a combined balance sheet and combined statement of revenues and expenditures for the Enterprise operations, which consist of the Bookstores at Fresno City College and Reedley College, and the Special Revenue operations, which consist of the Reedley College Cafeteria and Residence Hall. All operations reflect a positive financial picture with revenues exceeding expenditures.

The enclosed statements are provided for Board information. No action is required.

**STATE CENTER COMMUNITY COLLEGE DISTRICT
ENTERPRISE & SPECIAL REVENUE OPERATIONS
BALANCE SHEET
As of MARCH 31, 2003**

	ENTERPRISE		SPECIAL REVENUE		
	FCC BOOKSTORE*	RC BOOKSTORE*	RC CAFETERIA*	RC DORMITORY*	TOTAL
ASSETS					
Cash in County Treasury					
Cash in Bank	\$ 1,974,362	\$ 548,893	\$ 130,784	\$ 93,307	\$ 224,091
Revolving Cash Fund	10,200	20,000	83,024	25,553	108,577
Accounts Receivable	342,323	28,463	10,500	38,222	10,500
Due from Other Funds			33,471	600	71,693
Prepaid Expenses	8,321	304			600
Inventory	1,324,397	777,540	29,333		29,333
Total Current Assets	\$ 3,659,603	\$ 1,375,200	\$ 287,712	\$ 157,082	\$ 444,794
Fixed Assets (Net)	1,234,605	171,871			
TOTAL ASSETS	\$ 4,894,208	\$ 1,547,071	\$ 287,712	\$ 157,082	\$ 444,794
LIABILITIES & FUND BALANCE					
Accounts Payable	\$ (14,399)	\$ (31,729)			\$ 187,721
Due to Other Funds	56,339	37,286	171,253	16,468	\$ 17,697
Warrants Payable			16,691	1,006	
Total Current Liabilities	\$ 41,940	\$ 5,557	\$ 187,944	\$ 17,474	\$ 205,418
Unreserved Fund Balance	3,527,871	763,974	70,435	139,608	210,043
Reserved Fund Balance	1,324,397	777,540	29,333	0	29,333
Total Fund Balance	\$ 4,852,268	\$ 1,541,514	\$ 99,768	\$ 139,608	\$ 239,376
TOTAL LIABILITIES & FUND BALANCE	\$ 4,894,208	\$ 1,547,071	\$ 287,712	\$ 157,082	\$ 444,794

* Does Not Include Indirect Charges

**STATE CENTER COMMUNITY COLLEGE DISTRICT
ENTERPRISE & SPECIAL REVENUE OPERATIONS
STATEMENT OF REVENUE & EXPENDITURES
Period Ending MARCH 31, 2003**

	ENTERPRISE		SPECIAL REVENUE		
	FCC BOOKSTORE*	RC BOOKSTORE*	RC CAFETERIA*	RC DORMITORY*	TOTAL
TOTAL SALES	\$ 5,522,941	\$ 3,059,237	\$ 675,319	\$ 346,740	\$ 1,022,059
LESS COST OF GOODS SOLD					
Beginning Inventory	\$ 1,323,655	\$ 715,651	\$ 24,872	\$	\$ 24,872
Purchases	4,115,333	2,340,825	295,093		295,093
Sub-Total	5,438,988	3,056,476	319,965		319,965
Ending Inventory	1,324,397	777,540	29,333		29,333
Cost of Sales	4,114,591	2,278,936	290,632		290,632
GROSS PROFIT ON SALES	\$ 1,408,350	\$ 780,301	\$ 384,687	\$ 346,740	\$ 731,427
OPERATING EXPENDITURES					
Salaries	\$ 527,239	\$ 289,593	\$ 248,786	\$ 132,778	\$ 381,564
Benefits	106,717	72,869	76,519	32,830	109,349
Depreciation	118,645	19,661	2,646	16,461	19,107
Supplies	21,539	11,561		43,828	43,828
Utilities & Housekeeping	17,822	14,108	887	5,417	6,304
Rents, Leases & Repairs	23,385	8,107	8,785	5,222	14,007
Other Operating	99,807	60,849			
TOTAL OPERATING EXPENDITURE	\$ 915,154	\$ 476,748	\$ 337,623	\$ 236,536	\$ 574,159
NET OPERATING REVENUE (LOSS)	\$ 493,196	\$ 303,553	\$ 47,064	\$ 110,204	\$ 157,268
OTHER REVENUE					
Vending			\$ 8,841	\$ 3,955	\$ 12,796
Interest		\$ 456	625	923	1,548
Other	15,899	8,978	2,270	910	3,180
OTHER EXPENSES					
Transfer to Co-Curricular	68,750	60,000		32,400	32,400
Transfer to Bond Redemp. Fund					0
New Equipment					
Other	200,000				
NET REVENUE (LOSS)	\$ 240,345	\$ 252,987	\$ 58,800	\$ 83,592	\$ 142,392

UNAUDITED

* Does Not Include Indirect Charges

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 6, 2003

SUBJECT: Budget Transfers and Adjustments Report

ITEM NO. 03-96

EXHIBIT: Report

Background:

The enclosed Budget Transfers and Adjustments Report reflects budget adjustments through the period ended March 31, 2003. The adjustments represent changes to meet the ongoing needs of the District, including categorically funded programs, educational needs of the campuses, and new grants and agreements.

This report is strictly an informational report to the Board representing the changes in the budget and expenditure categories during the past quarter. Since it is for informational purposes only, there is no formal action required by the Board.

**STATE CENTER COMMUNITY COLLEGE DISTRICT
GENERAL FUND - ALL FUNDING
Revenue Budget Adjustments/Transfers
As of 03/31/03**

	Adopted Budget	Budget Adj/Transfers	Current Budget
81000	FEDERAL REVENUES		
81200	\$ 3,195,264	\$ 1,400,173	\$ 4,595,437
81300	308,813	358,507	667,320
81400	202,221	451,579	653,800
81500	296,152	(115,417)	180,735
81600	5,545	6,951	12,496
81700	2,212,868	549,007	2,761,875
81990	2,280,224	511,420	2,791,644
Total	<u>8,501,087</u>	<u>3,162,220</u>	<u>11,663,307</u>
86000	STATE REVENUES		
86100	60,904,899	-	60,904,899
86200	5,845,058	1,795,192	7,640,250
86500	1,821,022	911,912	2,732,934
86700	485,000	-	485,000
86800	2,900,000	-	2,900,000
86900	620,000	-	620,000
Total	<u>72,575,979</u>	<u>2,707,104</u>	<u>75,283,083</u>
88000	LOCAL REVENUES		
88100	32,030,000	-	32,030,000
88200	-	200,000	200,000
88300	168,417	183,142	351,559
88400	143,750	1,132	144,882
88500	68,000	-	68,000
88600	600,000	-	600,000
88700	3,515,000	17,408	3,532,408
88800	2,028,000	-	2,028,000
88900	1,358,732	3,296	1,362,028
Total	<u>39,911,899</u>	<u>404,978</u>	<u>40,316,877</u>
Total General Fund Revenues	<u>\$ 120,988,965</u>	<u>\$ 6,274,302</u>	<u>\$ 127,263,267</u>

**STATE CENTER COMMUNITY COLLEGE DISTRICT
GENERAL FUND - ALL FUNDING
Revenue Budget Adjustments/Transfers
As of 03/31/03**

	<u>Adopted Budget</u>	<u>Budget Adj/Transfers</u>	<u>Current Budget</u>
89000 OTHER FIN SOURCES			
89100 Proceeds/Fixed Assets	20,000	-	20,000
89400 Proceeds/Long-Term Debt		40,741	40,741
89800 Incoming Transfers		-	
Total Other Financing Sources	\$ 20,000	40,741	\$ 60,741
Total District Revenues	<u>\$ 121,008,965</u>	<u>\$ 6,315,043</u>	<u>\$ 127,324,008</u>

**STATE CENTER COMMUNITY COLLEGE DISTRICT
GENERAL FUND - ALL FUNDING
Expenditure Budget Adjustments/Transfers
As of 03/31/03**

	Adopted Budget	Budget Adj/Transfers	Current Budget
91000	ACADEMIC SALARIES		
91100	\$ 27,578,347	\$ (134,459)	\$ 27,443,888
91200	12,237,610	835,260	13,072,870
91300	11,052,644	(19,267)	11,033,377
91400	1,789,240	824,295	2,613,535
	<u>52,657,841</u>	<u>1,505,829</u>	<u>54,163,670</u>
	Total		
92000	CLASSIFIED SALARIES		
92100	20,982,008	(645,589)	20,336,419
92200	871,300	119,895	991,195
92300	4,181,923	693,641	4,875,564
92400	798,867	(28,057)	770,810
	<u>26,834,098</u>	<u>139,890</u>	<u>26,973,988</u>
	Total		
93000	BENEFITS		
93100	3,681,913	140,266	3,822,179
93200	591,386	10,020	601,406
93300	2,435,945	(13,152)	2,422,793
93400	9,422,141	22,543	9,444,684
93500	95,399	2,739	98,138
93600	1,017,241	1,903	1,019,144
93700	327,348	9,494	336,842
93900	35,000	-	35,000
	<u>17,606,373</u>	<u>173,813</u>	<u>17,780,186</u>
	Total		
94000	SUPPLIES & MATERIALS		
94200	145,275	74,299	219,574
94300	1,394,389	218,678	1,613,067
94400	2,303,609	117,249	2,420,858
94500	69,758	25,108	94,866
	<u>3,913,031</u>	<u>435,334</u>	<u>4,348,365</u>
	Total		

**STATE CENTER COMMUNITY COLLEGE DISTRICT
GENERAL FUND - ALL FUNDING
Expenditure Budget Adjustments/Transfers
As of 03/31/03**

	<u>Adopted Budget</u>	<u>Budget Adj/Transfers</u>	<u>Current Budget</u>
95000 OTHER OPER EXPENSES			
95100 Utilities	4,173,815	62,221	4,236,036
95200 Rents, Leases and Repairs	2,373,023	317,669	2,690,692
95300 Mileage & Allowances	1,241,372	391,981	1,633,353
95400 Dues & Memberships	166,805	18,374	185,179
95500 Pers. & Cons. Services	2,369,589	1,294,248	3,663,837
95600 Insurance	628,080	3,923	632,003
95700 Advertising & Printing	1,551,520	212,609	1,764,129
95900 Other	1,057,364	204,462	1,261,826
Total	<u>13,561,568</u>	<u>2,505,487</u>	<u>16,067,055</u>
96000 CAPITAL OUTLAY			
96100 Sites	-	-	-
96200 Site Improvement	230,421	153,718	384,139
96300 Buildings	15,000	17,736	32,736
96400 Bldg Renov & Improvements	344,518	636,641	981,159
96500 New Equipment	2,889,687	303,527	3,193,214
96600 Replacement Equipment	225,505	112,132	337,637
96800 Library Books	228,479	111,735	340,214
Total	<u>3,933,610</u>	<u>1,335,489</u>	<u>5,269,099</u>
Total General Fund Expenditures	<u>\$ 118,506,521</u>	<u>\$ 6,095,842</u>	<u>\$ 124,602,363</u>
97000 OTHER OUTGO			
97100 Debt Service	-	88,735	88,735
97200 Intrafund Transfers	163,500	-	163,500
97300 Interfund Transfers	1,850,000	55,350	1,905,350
97500 Student Financial Aid	-	11,201	11,201
97600 Other Payments/Students	107,378	304,071	411,449
97900 Contingencies	355,867	4,749,870	5,105,737
Total Other Outgo	<u>\$ 2,476,745</u>	<u>\$ 5,209,227</u>	<u>\$ 7,685,972</u>
Total District Expenditures	<u>\$ 120,983,266</u>	<u>\$ 11,305,069</u>	<u>\$ 132,288,335</u>

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

PRESENTED TO BOARD OF TRUSTEES

AMENDED
DATE: May 6, 2003

SUBJECT: Consideration to Adopt Resolution
Authorizing Inter-fund Transfer

ITEM NO. 03-97

EXHIBIT: Resolution

Background:

In order to properly account for the inter-fund transfer of monies between funds, the California Education Code requires a Resolution authorizing said transfers. The Resolution provides direction for the Fresno County Office of Education to complete an inter-fund transfer, as follows:

<u>From</u>	<u>To</u>	<u>Amount</u>	<u>Purpose</u>
General Fund	Capital Projects	\$140,643.03	RC Child Care Relocatable Building

Recommendation:

It is recommended that the Board of Trustees:

- a) approve Resolution No. 03-97 authorizing the following inter-fund transfer:

<u>From</u>	<u>To</u>	<u>Amount</u>	<u>Purpose</u>
General Fund	Capital Projects	\$140,643.03	RC Child Care Relocatable Building

- b) authorize filing said Resolution with the Fresno County Office of Education.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 6, 2003

SUBJECT: Consideration to Adopt Resolution
Authorizing Inter-fund Transfer

ITEM NO. 03-97

EXHIBIT: Resolution

Background:

In order to properly account for the inter-fund transfer of monies between funds, the California Education Code requires a Resolution authorizing said transfers. The Resolution provides direction for the Fresno County Office of Education to complete an inter-fund transfer, as follows:

<u>From</u>	<u>To</u>	<u>Amount</u>	<u>Purpose</u>
General Fund	Capital Projects	\$140,643.03	RC Child Care Relocatable Building

Recommendation:

It is recommended that the Board of Trustees:

- a) approve Resolution No. 03-97 authorizing the following inter-fund transfer:

<u>From</u>	<u>To</u>	<u>Amount</u>	<u>Purpose</u>
General Fund	Capital Projects	\$140,643.03	Interest Income to Fund Capital Projects

- b) authorize filing said Resolution with the Fresno County Office of Education.

RESOLUTION NO. 03-97

AUTHORIZING INTER-FUND TRANSFER

WHEREAS, the Board of Trustees has authorized establishment of the General Fund, Capital Projects Fund, Decision Package Fund, Bookstore Fund, and Co-Curricular Fund for the purpose of properly accounting for revenues and expenditures; and

WHEREAS, in order to maintain consistent accounting practices, it will be necessary to transfer \$140,643.03 from the General Fund to the Capital Projects Fund;

NOW, THEREFORE, BE IT RESOLVED that Resolution No. 03-97 be approved transferring \$140,643.03 from the General Fund to the Capital Projects Fund.

* * * * *

The foregoing Resolution was adopted upon motion of Trustee _____, and seconded by Trustee _____, at a regular meeting of the Board of Trustees of the State Center Community College District on this 6th day of May, 2003, by the following vote, to wit:

AYES:

NOES:

ABSENT:

Patrick E. Patterson, Secretary, Board of Trustees
State Center Community College District

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 6, 2003

SUBJECT: Consideration to Authorize Mid-Year
Adjustments and Year-End Balancing
Transfers, 2002-03 Budget

ITEM NO. 03-98

EXHIBIT: None

Background:

Education Code 85201 authorizes districts to make year-end transfers to balance major object accounts (i.e., certificated salaries, classified salaries, etc.) prior to closing the books for the fiscal year. Additionally, the recent mid-year budget adjustments, proposed by the Legislature and passed by the Governor, will require modification to the District's budget. The administration has identified areas of the 2002-03 budget where reduction adjustments and transfers will be required to modify the budget to be in compliance with the Governor's revised budget and to balance the object accounts for the year end. It is necessary for the Board of Trustees to authorize mid-year adjustments and year-end transfers to more accurately reflect actual revenues earned and expenditures incurred for the fiscal year 2002-03.

Recommendation:

It is recommended that the Board of Trustees authorize mid-year adjustments and year-end balancing transfers for the 2002-03 fiscal year.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 6, 2003

SUBJECT: Consideration to Authorize Inter-Fund
Transfers, Madera Phase 1B

ITEM NO. 03-99

EXHIBIT: None

Background:

The Madera Phase 1B project, funded by the Governor's Economic Stimulus Package, is rapidly moving forward with completion for new construction scheduled for January 2004. As a result, considerable funds are being expended on this project (approximately \$1.4 million per month). Monthly reimbursements from the State, however, have been delayed anywhere from three to five months. This has placed a cash-flow burden on the District in the Capital Projects Fund (Fund 41).

Staff is requesting authority from the Board to loan up to \$4.5 million from the General Fund to the Capital Facilities Fund to relieve this cash-flow shortfall. The District has the ability to borrow from the TRANs issue but, since the TRANs proceeds are also invested with the County of Fresno, there is no cost advantage to the District to borrow from the TRANs.

Recommendation:

It is recommended that the Board of Trustees authorize the District to transfer from the General Fund to the Capital Projects Fund up to \$4.5 million, when necessary, to cover the cash-flow shortfall resulting from the Madera Phase 1B project.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 6, 2003

SUBJECT: Consideration to Accept Maintenance Project,
Asbestos Removal, Math/Science Building,
Fresno City College

ITEM NO. 03-100

EXHIBIT: None

Background:

The project for Asbestos Removal, Math/Science Building, Fresno City College, is now substantially complete and ready for acceptance by the Board of Trustees.

Recommendation:

It is recommended that the Board of Trustees:

- a) accept the project for Asbestos Removal, Math/Science Building, Fresno City College; and
- b) authorize the Interim Chancellor or Vice Chancellor, Finance and Administration, to file a Notice of Completion with the County Recorder.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 6, 2003

SUBJECT: Consideration to Accept Construction Project,
Relocatable Day Care Center, Reedley College

ITEM NO. 03-101

EXHIBIT: None

Background:

The project for the Relocatable Day Care Center, Reedley College, is now substantially complete and ready for acceptance by the Board of Trustees.

Recommendation:

It is recommended that the Board of Trustees:

- a) accept the project for the Relocatable Day Care Center, Reedley College; and
- b) authorize the Interim Chancellor or Vice Chancellor, Finance and Administration, to file a Notice of Completion with the County Recorder.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 6, 2003

SUBJECT: Consideration to Approve 2003-04 CalWORKs Program Services Agreement with County of Fresno, Reedley College

ITEM NO. 03-102

EXHIBIT: None

Background:

In addition to the California Work Opportunity and Responsibility to Kids Act (CalWORKs) appropriation received directly by the District, Fresno County also receives CalWORKs funding for the providing of services to needy County residents. FCC and Reedley College have several contractor relationships with the County CalWORKs Program wherein we provide various programs to assist the County in meeting the CalWORKs objectives of providing training, assistance in job placement, and retraining.

Reedley College has recently been notified of the award of a Fresno County CalWORKs grant in the amount of \$98,720 to provide educational/vocational training, job assistance, and retraining. The program will provide Soft Skills Training for a minimum of 100 Reedley College CalWORKs-eligible students, who will attend workshops covering topics that include: "Building Self-Esteem, Effective Workplace Communication, Creative Problem-Solving Techniques, Livable Financial Planning, and Healthy Family Functioning." The program will also provide family advocacy services at various locations throughout the communities, including Reedley College.

As with other County-supported CalWORKs Programs, there will be no cost to the District, with all expenses fully reimbursed. The term of the contract is July 1, 2003, through June 30, 2004.

Recommendation:

It is recommended that the Board of Trustees:

- a) authorize entering into an Agreement with the County of Fresno for the providing of educational/vocational training, job assistance, and retraining to CalWORKs-eligible students, with the term of the Agreement effective July 1, 2003, through June 30, 2004;
- b) authorize the Interim Chancellor or Vice Chancellor, Finance and Administration, to sign the Agreement on behalf of the District; and
- c) authorize future and annual renewal of the Agreement with similar terms and conditions.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 6, 2003

SUBJECT: Consideration to Approve Sale of
Surplus Property

ITEM NO. 03-103

EXHIBIT: List of Surplus Property

Background:

The District has accumulated obsolete property that is considered surplus and requires disposal. According to District policy, the administration requests Board authority to dispose of these surplus items by auction. As in the past, per direction of the Board of Trustees, obsolete equipment/property not sold will be made available to non-profit agencies in Fresno County.

Recommendation:

It is recommended that the Board of Trustees authorize disposal of District surplus property by auction.

FRESNO CITY COLLEGE
INVENTORY ITEMS TO AUCTION
 April 17, 2003

#	DISCRITION	SCCCD Inventory #	Serial #	Asset Tag #
	Typewriter IBM	17519		
	Typewriter Sharp	18480		
	Pana Soncil Fax Machine			
	Sharp Cash Register			
	Royal Cash Register			
	Typewriter Olivetti			
	Binding Machine GBC			
	Monitor Raster Ops			
	Brother Fax Machine			
	Sharp Fax Machine	38118		
	Swinte Typewriter			
	Apple Multiscan 15' Monitor			
	Epson 600 Printer			
	Apple Laserwriter			
	Radius 21' Color Monitor			
	Apple Power Mac			
	Copy Machine Kodak	21855		
	2 Bx5 VHS Taper			
30	Magnovox Monitor			
30	Premio Hard Drive			
	HP Printer	28817		
	Citizen Printer			
	Epson Printer			
	Princeton Monitor			
	1 Bx5 Keyboard			
2	Ventilator - Bear			
1	Incubator			
20	Blue Stool			
20	Brown Chair			
20	Tables			
	Computer Table			
	Wooden Office Desk			
4	Metal Cabinet - med small			
10	Metal Office Desk			
	Westinghouse Refrigerator			
1	Large Wooden Storage Cabinet			
1	Small Wooden Storage Cabinet			
5	File Cabinet			

#	DESCRIPTION	SCCOD/Inventory #	Serial #	Asset Tag #
4	Bikes			
7	Monitors	32712		
	" "	32702		
	" "	32706		
	" "	32699		
	" "	32714		
	" "	32709		
5	Keyboards			
2	Bx5 Maxell T-120 VHS Tapes			
	Hewlett Mass Detector			
	Hewlett Packard Ionization Control			
	Hewlett Packard "17" Monitor			
	" " CPU			
	" " Gas Chromatographic			
	" " Track Drive			
15	" " Keyboard			
	Monitor		71841814	
	Monitor		70965384	
	Monitor		70965497	
	Monitor		48839472	
	Monitor		51246903	
	Monitor		60435171	
	Monitor		64779509	
	Monitor		65113375	
	Monitor		46552060	
	Monitor		65113375	
	Monitor		46552060	
	Monitor		64785474	
	Monitor		67771624	
	Monitor		67771360	
	Monitor		46554385	
	Monitor		64779974	
	Monitor		68977897	
	Monitor		63188033	
	Monitor		48835669	
	Monitor		003v002557	
	Monitor		65661017	
	Monitor		92530v30151	
	Monitor		63192473	
	Monitor		65659940	
	Monitor		64781215	
	Monitor		38578223	
	Monitor		771r008356	
	Monitor		771r003965	

#	DISCRPTION	SGCCD Inventory #	Serial #	Asset Tag #
	Premio Pentuim CPU		79602532	4486
	Premio Pentium CPU		79602537	4486
	Premio Pentium CPU		9700133476	37250
	Premio Pentium CPU		79602534	5040
	Premio Pentium CPU		79602531	4481
	Premio Pentium CPU		3B27587	
	DTK CPU		C930014040	
	MAG Tech Monitor		MA4254010574	
	MAG Tech Monitor		MA4254010419	
	MAG Tech Monitor		MA4254024562	
	MAG Tech Monitor		MA4254010420	
	MAG Tech Monitor		MA4254067251	
	MAG Tech Monitor		MA4254022458	
	Philips Magnovox Monitor		48851918	
	Philips Magnovox Monitor		48851910	
	Philips Magnovox Monitor		48839602	
	Philips Magnovox Monitor		64785521	34037
	ADI Monitor		5305007926	25890
	Samtron Monitor		X9524078782	29854
	Philips Magnovox Monitor		65114753	34518
	Viewsonic Monitor		5242348885	
23	CPU Racks			
	13 Computer Shelves			
	Scanner		TF5120kt31u	
	Printer		Ca534sv14pe	
	Computer		9700180995	1828
	Computer		9700167915	914
	Computer		9800092543	
	Monitor		48845107	
	Monitor		63183466	
	Computer		9700180999	6095
	Computer		9700149560	4231
	Computer		9700089453	2600
	Computer		9700052930	1891
	Computer		9700065017	2603
	Computer		9600038725	1877
	Computer		9700174109	2966
	Computer		9700174089	2946
	Computer		9700181407	587
	Computer		9800009473	4247
	Computer		9600047427	3558
	Computer		Damaged	
	Computer		9800011238	2578
	Computer		9700137434	1445

DISCRPTION	SCCOD Inventory #	Serial #	Asset Tag #
Computer		9700114358	1308
Computer		9700137426	1473
Computer		9700137427	1446
Computer		9700137430	1447
Computer		9700137431	1448
Computer		9700067832	4241
Monitor		66340610	
Monitor		70965463	
Monitor		X9412114039	
Monitor		48850325	
Monitor		67890971	
Monitor		71841829	
Monitor		3d83502160	
Monitor		426341051	
Monitor		71841575	
Monitor		70965417	
Monitor		48845082	
Monitor		66339360	
Monitor		12714544n085	
Monitor		63190815	
Printer		Mx9cn1t1yh	1811
Printer		Ca534s34lpe	
Monitor		6d90105901	
Monitor		81592023	
Monitor		x9430013434	
Monitor		48839514	
Computer		9700124911	3602
Computer		Fc5380hq5qt	1323
Computer		9700174103	2828
Computer		9800036828	1494
Computer		9700139773	1049
Computer		9700130110	1781
Computer		9700149674	4310
Computer		9700058319	4327
Computer		9700058320	4328
Computer		9700140314	1144
Computer		Fzc30620023	2812
Computer		9800037385	5846
Computer		9800065006	3125
Computer		9700139757	1052
Apple Laserwriter Plus Printer		A61909YM056	3702
Apple Laserwriter Plus Printer		F7480FLMo198	10883
Apple Laserwriter Plus Printer		A516KCM056	13746
Macintosh Quadra Computer		PR10648986	none

#	DISCRPTION	SCCGD Inventory #	Serial #	Asset Tag #
	HP Laserjet Printer		2843AD5335	none
	Macintosh Power PC 7200/75		FC5380EY5QT	3172
	Premio Computer 133mghz		P9618236	3718
	Premio Computer 133mghz		P9618020	3715
	Premio Computer 133mghz		P9615133	3552
	Premio Computer 133mghz		P9615131	2043
	Premio Computer 133mghz		P615127	3549
	Premio Computer 133mghz		P9615140	2042
	Premio Computer 133mghz		P9615109	2017
	Premio Computer 133mghz		P615132	2044
	Epson B/W Scanner		OY90008685	23264

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 6, 2002

SUBJECT: Consideration to Donate Surplus Child Care ITEM NO. 03-104
 Portable Building to Parlier Unified School District

EXHIBIT: None

Background:

At the November 2002 Board meeting, the Board authorized the purchase of a new preschool portable classroom for instructional purposes at the Reedley College campus. This portable building replacement was part of an approved State Scheduled Maintenance project. As a condition of this funding, the District was directed by the State to completely remove the existing portable classroom from the campus. Staff had determined that significant costs would be associated with this effort to remove a well-used portable classroom with over twenty years of service.

Through contacts with one our project inspector consultants, we were informed that the Parlier Unified School District was interested in acquiring a used child care classroom. As a result of our discussions with Parlier Unified School District, we have received confirmation from Luci Dominico, Associate Superintendent, that they are willing to remove this portable classroom from our campus, level the project site, and assume all responsibility for the move. This solution is desirable in that we can avoid costs associated with the sale, transportation and disposal of this building while offering support to a neighboring school district.

Authority for this process is granted through Education Code section 81450.5 which allows a community college district to donate any personal property belonging to the district if a) the property is not required for school purposes and should be disposed of for purposes of replacement, b) the property is donated to a school district that had an opportunity to examine the property, and c) the receipt of the property would not be inconsistent with any technology plan of the recipient district.

Fiscal Impact:

None

Recommendation:

It is recommended that the Board of Trustees authorize disposal of the District Surplus Portable Child Care Building, located at Reedley College, in accordance with applicable codes and policy.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 6, 2003

SUBJECT: Public Hearing and Appointment of Board's
Nominee to the Personnel Commission

ITEM NO. 03-105

EXHIBIT: None

Background:

In accordance with the Education Code the Board of Trustees at the April meeting announced their intent to appoint Ron Manfredi as their representative on the Personnel Commission. Within 30 to 45 days the Board must hold an open hearing to allow for public input from employees and members of the public at large regarding the qualifications of the individual the Board intends to appoint.

Mr. Manfredi served as a Trustee for the State Center Community College District from 1985-2002. Ron has served for 15 years as Assistant City Administrator (Manager) for the City of Madera. In this position he spent a large portion of his time overseeing all areas of personnel services. He also worked with the City of Madera Civil Service Commission. This Commission dealt with recruitment, testing and hiring processes and procedures. This Commission also served as the Hearing Board for employee discipline. Ron currently serves as Manager for the City of Kerman. He continues to be very involved with personnel. He oversees and provides guidance in the areas of recruitment, testing and he is the first level of appeal following the Skelly hearing for employee disciplines. He also serves as the labor negotiator for the City of Kerman.

Recommendation:

It would be appropriate for the Board to open the meeting for public comment. Following the public comment, the Board may make its appointment or may make a substitute appointment without further notification or public hearing.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 6, 2003

SUBJECT: Public Hearing on the District's Initial
Bargaining Proposals to the California School
Employees Association Chapter #379

ITEM NO. 03-106

EXHIBIT: None

Background:

The California School Employees Association (CSEA) submitted their initial bargaining proposals for a new agreement and these proposals were sunshined before the public at the last regularly scheduled Board meeting. The District, in accordance with the provisions of the Government Code, will sunshine its initial proposals to the CSEA.

**INITIAL PROPOSAL
FROM THE
STATE CENTER COMMUNITY COLLEGE DISTRICT
TO THE
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION LOCAL #379**

April 2003

The collective bargaining provisions herein by the State Center Community College District Board of Trustees to the California School Employees Association Local #379 are expressly pursuant to the Educational Employment Relations Act and Article VI, WAIVER OF BARGAINING, of the current Collective Bargaining Agreement between the parties.

It is the intention of the State Center Community College District Board of Trustees to bargain in good faith over the proposals submitted by the respective parties to the Collective Bargaining Agreement pursuant to the Educational Employment Relations Act.

Any article proposed for amendment by the Exclusive Representative in accordance with Article VI, shall be deemed herein to remain unchanged in the Collective Bargaining Agreement unless otherwise expressly stated.

**ARTICLE 1
TERM OF AGREEMENT**

ARTICLE 1, TERM OF AGREEMENT shall remain unchanged except for the following amendments.

This agreement between the State Center Community College District (hereinafter referred to as "District"), its successor and/or affiliates and the California School Employees Association, Chapter 379 (hereinafter referred to as "CSEA") is effective on July 1, ~~2000~~ **2003** or **date of ratification, which ever is later**, and shall remain in full force and effect until the close of the workday June 30, ~~2003~~ **2006**, or until a successor agreement is in effect.

**ARTICLE 2
RECOGNITION**

ARTICLE 2, RECOGNITION shall remain unchanged except for the following amendments.

The District recognizes the CSEA as the sole and exclusive representative of those members of the bargaining unit enumerated in the certification by Educational Employment Relations Board and the parties to this Agreement voluntarily agree not to seek a change in the unit during the term of the Agreement and shall make good faith efforts to resolve new or changed position designation disputes prior to such disputes being submitted to the Educational Employment Relations Board for decision.

The classification of ~~Personnel—Assistant/Personnel—Commission~~ and ~~Personnel Assistant/Certificated—Personnel~~, **Personnel Technician, Human Resources/MIS Data Researcher, Administrative Assistant to the Deans of Instruction, Deans of Students and Business Managers** and District Office Payroll positions of: Account Clerk III, Account Tech II, Account Tech I and Benefits Specialist, shall hereafter be deemed a confidential position not contained within the bargaining unit represented by the Exclusive Representative CSEA.

**ARTICLE 4
SUPPORT OF AGREEMENT**

ARTICLE 4, SUPPORT OF AGREEMENT shall remain unchanged except for the following amendments.

CSEA also voluntarily agrees that it will not appear before any individual, group, governance entity or news media to address any subject that is a matter contained within this collective bargaining agreement, proposal to become part of any agreement, or any grievance, complaint or dispute between the parties. The parties will make good faith attempts to resolve any issues or differences which arise from time to time between the parties.

**ARTICLE 6
WAIVER CLAUSE**

ARTICLE 6, WAIVER CLAUSE shall remain unchanged except for the following amendments.

- ~~3. All federal and state laws or rules, mandatorily affecting classified employees and not included in this contract will have the same force and effect as those spelled out in full.~~

**ARTICLE 7
DISTRICT/CSEA RELATIONS – CSEA RIGHTS**

ARTICLE 7, DISTRICT/CSEA RELATIONS – CSEA RIGHTS shall remain unchanged except for the following amendments.

California School Employees Association Chapter 379 shall have the following rights:

1. **On condition that the District's work is not affected**, CSEA shall have the right of access to bargaining unit members outside of their assigned duties; i.e., before and after work hours, at meal and break periods and at other times with the approval of the immediate supervisor. **However, CSEA agrees it will make every effort to meet with any employees at locations other than the District's work sites and locations.**

3. CSEA communications placed in staff mailboxes shall be **posted U.S. mail and** bear the letterhead of CSEA and the date of distribution. Only those communications officially authorized by the CSEA chapter president **and posted U.S. mail** shall be placed in staff mailboxes. A copy of each communication shall be provided to the Chancellor and to the College Presidents. CSEA shall be provided without a charge a mailbox at each college ~~and shall be permitted reasonable use of the school mail system.~~

5. CSEA shall pay for its own supplies ~~whenever the~~ **and shall not use of** District equipment ~~is approved for producing CSEA materials. CSEA shall pay a reasonable fee for such use. The fee shall be established by the College administration and shall be the same fee charged for all non-District materials, comparable to commercial fees. District requirements shall at all times have priority over that of CSEA.~~

7. Materials and data available to the public shall also be available to CSEA **pursuant to the Public Records Act.**

9. ~~District shall provide~~ **CSEA shall have the right to with** one set of books of Board policies and Administrative Regulations and one book of Personnel Commission Rules and Regulations. During the term of the Agreement, District will provide to CSEA any changes, additions, alterations, or deletions to each book.

12. Released Time: CSEA is limited to ~~six (6)~~ **three (3)** hours of released time per month for each 100 employees represented within the unit **for negotiations and the processing of grievances. CSEA shall have the right to designate members, the number to be determined by the ground rules, who shall be given mutually agreed upon released time to participate in meet and negotiation sessions.** Each time a designee is to be released from his/her job assignment, the designee shall complete an absence report and have it approved by his/.her immediate supervisor. **The supervisor shall grant the release time at a time which is least disruptive on the work to be performed.**

ARTICLE 9 SICK LEAVE

ARTICLE 9, SICK LEAVE shall remain unchanged except for the following amendments.

An employee who has been with the District for five years or more, has received advanced sick leave payment, and does not return to active employment during the year the sick leave was advanced long enough to earn the sick leave that was advanced, ~~will~~ **may** not be required to make any repayment of the advanced sick leave.

Any employee who does not use Sick Leave or Personal Necessity leave during an entire fiscal year (July 1 – ~~July 1~~ **June 30**) shall accrue one additional day of sick leave for use in any subsequent school year.

At the discretion of the District, members of the bargaining unit may be required to submit to a medical examination by a ~~physician~~ **Health Care Provider** selected and paid for by the District.

All sick leave rights or accumulations shall be canceled when a member severs all official connection with the District as an employee, except that accumulated leave may be transferred to a subsequent employing district upon employee written request. Upon retirement any accumulated sick leave shall be credited toward a member's retirement, except that any employee who becomes a member of PERS on or after July 1, 1980, shall not receive retirement credit for accumulated sick leave **except as otherwise provided by law.** (G.C. 20963)

Upon medical verification by a ~~physician~~ **Health Care Provider** and after exhaustion of all paid leave; i.e., sick leave, accumulated vacation and accumulated compensatory time, a member of the classified service who is ill or injured will be paid one-half of his/her actual salary **beginning the 21st day of illness or injury after exhaustion of all paid leave** up to ninety (90) calendar days from the sixth day of absence, except that a person on continuing sick leave shall receive such pay providing half pay is preceded by at least five (5) days of continuing illness and absence.

Members who take time off during the workday for medical or dental appointments shall utilize sick leave for this purpose or, with permission of the supervisor, be allowed the alternative of making up all or a portion of the time on the same day. Members who have a one (1) hour lunch period may use up to one-half (1/2) hour to make up the time lost. **Employees regardless of part-time, probationary or full-time will not be entitled to overtime pay. Should time loss occur during the regular scheduled workweek and it is necessary to perform additional assigned duties it shall be paid at straight time up to eight (8) hours of actual work.**

If there exists a reasonable belief that abuse of any sick leave has occurred, as a condition of paid sick leave, an employee may be requested to submit a statement or other acceptable verification from a District selected licensed ~~physician~~ **Health Care Provider** of District's choice. Statement or other acceptable verification to be submitted within five (5) days of a request from the Vice Chancellor.

ARTICLE 14 UNPAID HEALTH LEAVE OF ABSENCE

ARTICLE 14, UNPAID HEALTH LEAVE OF ABSENCE, shall remain unchanged except for the following amendments.

Upon exhaustion of all paid leaves, a member with two (2) or more years of service may, at the discretion of the Board, be granted a leave of absence, without compensation, for health reasons for a period not to exceed one (1) year. At the end of one (1) year, a member may request to be placed on a thirty-nine (39) month reemployment list.

Certification acceptable to the District of the need for such unpaid leave, or proof of illness, must be provided by a licensed physician.

Members on such unpaid leave shall not accrue sick leave, vacation, holiday time, or time in service to be applied toward longevity, step increases, or anniversary increments.

Any such unpaid leave granted, however, shall not count as a break in continuity of service to the District.

The District will continue to provide employee group **medical** insurance, with the exception of long-term disability insurance, for up to one (1) year after utilization of all paid leaves for employees who have been employed two (2) years or more and who become disabled due to accident or illness. Illness or injury will be determined by the District insurance carrier for Long-Term Disability. To be eligible the employee is required to request continuance of insurance benefits and pay the employee portion of the premium to the District prior to the first day of each month. ~~A member of the bargaining unit, upon exhaustion of health leave of absence, may continue to be covered by the District group insurance, excluding Long Term Disability, for up to~~

~~39 months, provided the member pays the premium beginning with the first month following the end of the leave.~~ **A member of the bargaining unit, upon exhaustion of health leave of absence, may elect to continue District benefits, excluding Long-Term Disability and Life Insurance, provided the member pays the monthly COBRA premium beginning with the first month following the end of the leave.**

ARTICLE 17 LEAVE OF ABSENCE FOR RETRAINING

ARTICLE 17, LEAVE OF ABSENCE FOR RETRAINING shall remain unchanged except for the following amendments.

In the event that the Board ~~contemplates the abolition~~ **acts to abolish** of positions in the classified service and the ~~to creation create~~ of new positions because of automation, technological improvements, or for any other reasons, it may provide for the retraining of displaced members in accordance with this Article.

1. To be eligible for retraining leave, a member must:
 - b. be serving in a position which the District ~~contemplates abolishing~~ **abolishes**, or show that the retraining will clearly benefit the District;

ARTICLE 18 ENROLLMENT IN COLLEGE COURSES

ARTICLE 18, ENROLLMENT IN COLLEGE COURSES shall remain unchanged except for the following amendments.

2. Classes taken during regular work hours will be approved by the immediate supervisor if the following conditions are met:
 - d. under no circumstances shall ~~two (2) or more~~ **more than one (1)** employees take classes on an adjusted work schedule basis, and be gone from the work unit at the same time.

ARTICLE 20 HOLIDAY SCHEDULE

ARTICLE 20, HOLIDAY SCHEDULE shall remain unchanged except for the following amendments.

All new ~~employees~~ **unit members (probationary)** shall not be paid for the holiday preceding their first day of employment. An employee leaving the classified service must be in a paid status the day succeeding the holiday to receive compensation for the holiday.

Bargaining unit members whose employment terminates the day preceding a holiday shall not receive compensation for the holiday. **Employees shall only receive holiday pay if they are in paid work status the day preceding and following the holiday.**

Bargaining unit members ~~Classified employees~~ shall be given a holiday on every day appointed by the President **as a national holiday**, or by the Governor of this State **as a state holiday**, as a public fast, Thanksgiving, or holiday **providing such intent is disclosed by the President or Governor that the day be treated as a special national holiday or special state holiday.**

ARTICLE 21 EMPLOYEE EVALUATIONS

ARTICLE 21, EMPLOYEE EVALUATION shall remain unchanged except for the following amendments.

Each immediate supervisor under whom the ~~regular classified employee~~ **unit member** has served for sixty (60) working days or more during any rating period, shall evaluate the employee by means of a performance evaluation.

1. The following schedule shall be followed for the completion of the performance evaluation:

- d. The employee may request a follow up meeting to review the performance ratings with the Evaluator and Union representative if the evaluation ~~indicates~~ **states** discipline is likely to occur. Such a review meeting shall be scheduled with the Evaluator in advance of a mutually acceptable time but in no event beyond five (5) work days.

3. When a classified employee of the District assumes the duties and responsibilities of a higher classification on a temporary basis for at least one (1) month, one or more performance evaluations will be completed for that period of time and will be retained in his/her personnel file. **No voluntary transfers may take place during a unit member's probationary period.**

Members of the bargaining unit shall be provided with copies of any derogatory written material ten (10) workdays before it is placed in the employee's personnel file. The member shall be given an opportunity during normal working hours for **release time not to exceed one (1) hour exclusive of travel time** and without loss of pay to review **the personnel file, and** initial and date the material within the time period prior to its being placed in the personnel file. The employee shall have the right to attach a written response to his/her evaluation. Employee evaluations are not subject to the provisions of Article 27.

**ARTICLE 23
TRANSFERS-WORK LOCATION**

~~Notwithstanding the above mileage provision, only police officers hired prior to June 30, 2000, shall be entitled to mileage reimbursement.~~ **Police Officers work location is that of the geographical area of the District.**

**ARTICLE 24
AFFIRMATIVE ACTION
STAFF DIVERSITY**

The employer agrees to comply with the applicable federal and state laws. (This paragraph is not included in the grievance process.) CSEA shall have the right to appoint one (1) member to the District Affirmative Action Committee to the extent such Committee is required under federal law. **Complaints brought under the guise of staff diversity, discrimination and/or harassment will not be addressed through the grievance process. Such complaints will be addressed through the process available in the District's Board Policy.**

**ARTICLE 27
GRIEVANCE PROCEDURE**

ARTICLE 27, GRIEVANCE PROCEDURE shall remain unchanged except for the following amendments.

Purpose: To provide an orderly procedure for reviewing and resolving grievances promptly.

Section 1 – Definitions

- A. "Grievance" is any complaint of members involving interpretation, application or alleged violation of this Agreement **a formal written allegation by a grievant that there has been a violation, misapplication, or misinterpretation of any**

provision of this Agreement. It is the intent of the parties to review and resolve grievances at the lowest possible administrative level.

- B. A “grievant” may be any member or members of the bargaining unit covered by the terms of this Agreement **and who have been adversely and specifically affected by the misapplication of a specific term or condition of the contract.**

Section 5 – Formal Level:

A. Level I:

2. The supervisor or designee shall communicate his/her decision to the unit member in writing within ~~five (5)~~ **ten (10)** days after receiving the grievance.

B. Level II:

3. The college president, appropriate vice chancellor or his/her designee, shall communicate the decision to the grievant in writing within ~~seven (7)~~ **twelve (12)** days of receiving the appeal. Either the grievant or the college president, or his/her designee, may request a personal conference within the above time limits.

C. Level III:

3. The Chancellor, or his/her designee, shall communicate his/her decision in writing to the grievant within ~~ten (10)~~ **fifteen (15)** days.

Section 6 – Witness and Grievant Release Time

The District and/or the grievant may **subpoena a reasonable number of each** witnesses **for the arbitration hearing.** If a member gives testimony in connection with the grievance procedure during working hours, the member shall suffer no loss of pay. If the grievant’s hearing is scheduled during working hours, the grievant shall suffer no loss of pay in order to present his/her grievance.

**ARTICLE 28
VACATION PLAN**

ARTICLE 28, VACATION PLAN shall remain unchanged except for the following amendments.

Paid Vacation

Annual vacation shall be earned according to the following schedule:

12 Month Employees¹

Zero (0) months through two (2) years - 5/6 day per month of employment

Three (3) through five (5) years - 1 day per month of employment

Six (6) through nine (9) years - 1-1/2 days per month of employment

Ten (10) through nineteen (19) years - 1-3/4 days per month of employment

Twenty (20) years and over - 2 days per month of employment

At the end of the fiscal year (June 30), an employee with a vacation balance which includes a fractional part of an hour will be adjusted. The adjustment will be to the nearest whole hour; an employee with one-half or more hours will receive a full hour; fractions of less than one-half (1/2) hours will be dropped.

11 Month Employees

11/12 of the Twelve Month Schedule

10 Month Employees

10/12 of the Twelve Month Schedule

Part-Time Employees

Prorated vacation for employees working 39 hours or less per week.

¹Anniversary date is effective first of month following completion of appropriate number of years unless employment date is the first of month.

Vacation Scheduling

Vacations shall be scheduled by the employee and approved by the immediate supervisor, and may be taken at the convenience of the District at any time during the school year. Fifty percent (50%) of vacation time earned must be consumed by midyear by permanent employees, unless otherwise approved by the immediate supervisor. Management may circulate a vacation schedule at the beginning of the academic year in order to survey employee vacation preferences to assist in anticipation of work coverage. Employees are not obligated to the dates indicated and are not required to provide dates if vacation plans are not known in advance. Food service employees shall take vacation at the discretion of the cafeteria manager in not less than two (2) hour increments or more during days school is in session, and shall not exceed forty (40) hours in any one (1) school year. These hours shall be scheduled first on a voluntary basis and, secondly, on a rotational basis. Cafeteria employees with accumulated vacation hours at the end of the school year shall be paid in a lump sum payment for unused vacation. If an employee does not use his/her full annual vacation, the amount earned in the immediate preceding year not taken shall accumulate and be carried over for use in the next year. **Vacation leave for employees shall not accrue beyond a two year accumulation. Once an employee has a two year accumulation no additional vacation is earned or accrued.** In a work unit where vacation schedules are staggered, the employee with the most seniority shall be given priority for scheduling his/her vacation. Permission to use vacation in advance of earning may be granted by the District.

ARTICLE 29 HOURS OF WORK

ARTICLE 29, HOURS OF WORK shall remain unchanged except for the following amendments.

Work Week: ~~The Board agrees to establish the work week for members as being five (5) consecutive days, Monday through Friday, of eight (8) hours per day and forty (40) hours per week.~~ The Board may assign members to work days other than Monday through Friday when the needs of the District so dictate. The length of any member work day shall be established by the board in compliance with the law for each member relative to the needs of the District. Flex week hours may be granted at the employee's request with approval of the supervisor.

Full-time positions and salaries are based on a forty-hour (40-hour) work week and generally an eight-hour (8-hour) work day. Work hours shall be scheduled by the supervisor based on the department's needs. However, the District may schedule work shifts in other legally permitted configurations (example four ten-hour days). The supervisor will meet the scheduling needs of the department in the following manner:

- **By soliciting volunteer(s) among those employees in the department with the appropriate level of skills and abilities, or**
- **If the needs of the department are not met by soliciting volunteer(s), the supervisor will make the assignment in descending order of hire-date seniority, except when it is determined that it is necessary to appoint a specific employee to the assignment based on that employee's job classification, specialized skills, or abilities.**

Overtime Distribution: The supervisor will attempt to assign overtime on an equitable basis, based on the knowledge and skills (relationship to the assignment) or those members in the unit desiring to work overtime. However, the supervisor may assign overtime as needed and the employee may not refuse overtime if he/she is given reasonable notice, except in an emergency (reasonable is defined as the previous day). In the event of mandatory assignment of overtime the **By mutual agreement between the District and the member**, a member may elect a choice to take compensatory time off in lieu of cash compensation for overtime work, unless the immediate supervisor determines the election to be disruptive to the department work or one which creates a financial problem for the department. Compensatory time off shall be granted at the appropriate overtime rate and shall be taken during the same fiscal year, except in any case where such utilization of compensatory time off would violate any State or Federal law. In the event overtime is accumulated in excess of 240 compensatory time off hours, cash payment for overtime shall be provided to the unit member by July, except the positions of Equipment Manager and Department Secretary for Nurses, must use accrued compensatory time by July 31 in any calendar year.

Overtime: The Board agrees to compensate members, except police officers at the rate of one and one-half (1 1/2) times the employee's regular rate of pay as described in Article 34, and pursuant to the applicable provisions of the fair Labor Standards Act and the Education Code for each hour of work required in excess of the eight (8) hour work day or forty (40) hour week. The one and one-half (1-1/2) time compensation rate shall be in addition to the regular rate of pay when applied to work performed on a holiday. Police officers shall be entitled to one and one-half (1-1/2) time for more than a forty (40) hour work week. Employees shall be compensated at the rate of one and one-half (1-1/2) times their regular rate of pay for work assigned on the sixth and seventh work day. **If illness occurs during a unit member's normal workweek and the unit member chooses to make up the lost time on the sixth or seventh day as make up – such additional hours to a total of 40 maximum for the week shall be paid at straight time to the extent allowable by law.**

Flexible Hour Employee:

A flexible hour employee is one that is hired in a permanent classified position. Employees in this category will earn sick leave, vacation days and holidays in accordance with the California Education Code and will gain permanency in the classification upon successful completion of six calendar months from the first date of service. Hours can fluctuate (be

flexible) on a daily basis based on the needs of the department/position within which they are hired. Compensation would also fluctuate monthly based on actual hours worked for that month. Employees whose hours of work fluctuate throughout the year may be eligible for prorated benefits.

Minimum Call in Time/Back: ~~A member required to work on a day when the employee is not scheduled to work shall receive a minimum of three (3) hours pay at the appropriate rate. A member called back to work after completion of his/her regular assignment or is required to work on an unscheduled work day shall be compensated for at least three (3) hours of work at the appropriate rate. The employee will be required to work at least three (3) hours when called back to work.~~

ARTICLE 30 EMPLOYEE EXPENSES AND MATERIALS

ARTICLE 30, EMPLOYEE EXPENSES AND MATERIALS shall remain unchanged except for the following amendments.

Replacing or Repairing Employee's Property: The District agrees to fully compensate bargaining unit members for loss or damage to personal property required in the course of employment, but in no case shall the District pay for personal property not required. **Loss or damage compensation shall only occur upon the following conditions:**

1. The property was being used upon the written authorization of this supervisor.
2. The property was being used in a manner prescribed for its intended use.
3. The loss or damage is reported immediately to the supervisor.
4. The loss or damage was not the result of intentional misuse, negligence or carelessness.

ARTICLE 31 HEALTH AND WELFARE BENEFITS

ARTICLE 31, HEALTH AND WELFARE BENEFITS shall remain unchanged except for the following amendments.

Section 1: HEALTH INSURANCE

~~C. Any health insurance plan(s) offered to unit members shall first be mutually agreed to by the District and the CSEA.~~

The unit member will pay the difference between the District contribution and the cost of any premium in excess of the District contribution for any selected health plan.

Section 5. DISTRICT PREMIUM CONTRIBUTIONS:

The District contribution toward the health, dental, vision and life insurance plans for the 2000-01 fiscal year shall not exceed \$630.00 per month.

The 2001-02 District contribution shall not exceed \$660.00.

The 2002-03 District contribution shall not exceed \$690.00.

The District will continue providing the sum total of the contribution amounts as stated in the collective bargaining agreement and as provided during the 2002-03 school year. Any additional contribution amounts may be considered based upon "compensation" as set forth and stated in Article XVII and shall hereafter be provided as a single aggregate total "capped" amount. Additionally, and in view of the escalating health care costs locally as well as nationwide, the District believes it is essential for the parties to review cost containment options which may be added to the District's insurance plans.

To be eligible for pro-rated insurance, an employee's regular assignment must be a minimum of 20 to 39 hours per week during their assigned work year.

The unit member will pay the difference between the District contribution and the cost of any premium in excess of the District contribution for any selected health plan.

Section 2. DENTAL INSURANCE:

- C. Unit members and their dependents shall become eligible for dental benefits following successful completion of six (6) months employment with the District. ~~During this waiting period, unit members may purchase the insurance by contributing the monthly premiums.~~
(This option is no longer allowed by the insurance company.)

Section 6. LONG TERM DISABILITY INSURANCE:

The District shall provide a long term disability program for eligible members. The District will contribute **75%** of the ~~full L.T.D.~~ premium for bargaining unit members.

**ARTICLE 33
OPENERS**

ARTICLE 33, OPENERS shall remain unchanged except for the following amendments.

During ~~2001-02~~ **2003-04** and ~~2002-03~~ **2004-05** neither party shall be obligated to bargain any amendment to this Agreement unless both parties mutually agree to reopen negotiations.

CSEA shall submit their proposal for a successor contract to the District not later than the regular Board meeting in March **2006** and the Board shall hold the public hearing on the proposal at the next regular board meeting

If during the term of this Agreement, the Personnel Commission is terminated the parties agree to negotiate articles for classification and reclassification

**ARTICLE 34
PAY AND ALLOWANCES**

ARTICLE 34, PAY AND ALLOWANCES shall remain unchanged except for the following amendments.

Compensation for members of the Classified Bargaining Unit shall include but not be limited to:

1. salary
2. step and longevity
3. salary/wage-fringe impact
4. health and welfare benefits
5. additional costs as related to the implementation of the Agreement (includes step/longevity increase)

The State Center Community College District recognizes its obligation to bargain over salary and benefits to employees represented by the Exclusive Representative. **Due to the state's fiscal condition forced upon the District which includes unknown and unpredictable factors, step and column increases are proposed to be frozen for 2003-04.**

Section 3. Salary Schedule Progression

The following formulas shall determine a classified employee's progression on the salary schedule:

An employee may advance in salary step increase only if employee meets "effective-meets standards". If employee is not performing he/she should not be allowed advance in salary step/longevity until the employee is determined to "meet standards" upon being evaluated sic (6)

months following the evaluation which indicated a failure to "meet standards." An employee receiving less than "meets standards" on their evaluation and who will subsequently be denied their step/longevity increase may request a review of their evaluation by the **Associate Vice Chancellor Personnel Human Resources**. The employee shall have the right of representation.

Section 8. Compensation for Working Out of Class

Classified employees in the bargaining unit are not permitted to perform duties which are not fixed and prescribed for the position by the Governing Board unless the duties reasonably relate to those fixed for the position by the board, except as provided in this provision for working out-of-class. If doubt exists concerning any particular classification, the **personnel Human Resources** office will clarify what is and what is not within classification. **The College President/appropriate Vice Chancellor must approve in writing to the Associate Vice Chancellor, Human Resources in advance any employee performing work in a higher classification.**

A unit member shall work out-of-class only when directed to do so and is therefore required to perform duties inconsistent with the duties for their assigned position. If the period of time the unit member is required to perform the inconsistent duties exceeds five (5) working days within a 15 calendar day period and the inconsistent duties are in the higher classification than the regular assigned position, the unit member shall be paid for each such day, at the rate commencing the first day of out-of-class work by being placed in the step of the higher salary classification which is greater than but nearest to a five percent (5%) increase in rate. If a bargaining unit member is directed to perform the duties in a higher classification for a management position, and such work period exceeds five working days in any fifteen (15) calendar day period, the unit member shall be paid an additional amount not to exceed fifteen percent (15%) of the current base pay rate of the unit member.

Section 10. Automatic Payroll Deduction (Overpayment)

In the event an employee is overpaid for any reason, the District may make an automatic payroll deduction in the employees' paycheck to cover the costs of the overpayment.

ARTICLE 35

LAYOFF/REDUCTION OF HOURS/ABOLITION OF POSITIONS

ARTICLE 35, LAYOFF/REDUCTION OF HOURS/ABOLITION OF POSITIONS shall remain unchanged except for the following amendments.

The provisions of this article shall constitute a completion of negotiations over impacts and effects of any Layoff/Reduction of Hours/Abolition of Positions.

~~The District shall notify California School Employees Association CSEA as soon as possible of the proposed layoff prior to notification of affected employees. Following the Board action, employer shall meet with CSEA to review the seniority list, to review the said order of layoff, prior to effective date of layoff, and to negotiate the effects of layoff.~~

ARTICLE 36 DISCIPLINARY ACTION

ARTICLE 36, DISCIPLINARY ACTION shall remain unchanged except for the following amendments.

CLASSIFIED PERSONNEL/DISCIPLINARY ACTIONS

II. DISCIPLINE OF PROBATIONARY EMPLOYEE

Probationary classified employees are not accorded the rights of regular permanent classified employees. Probationary classified employees shall be given reasonable separation notice and the right to request a conference with the ~~Director of Personnel~~ **Associate Vice Chancellor or designee** if dismissal is recommended. Probationary classified employees may be dismissed at any time.

ADDITIONAL PROPOSALS/NEW SUBJECTS OF NEGOTIATION

The current collective bargaining agreement between the State Center Community College District and the California School Employees Association in Article 6, WAIVER CLAUSE, provides that initial proposals for a successor contract should be offered not later than the regular board meeting in March 2003. As such, the parties have retained the right and opportunity to provide initial bargaining proposals on current subjects or new subjects of bargaining at any time prior to June 30, 2003 as set forth in their bilateral agreement. The right of either party to propound additional initial proposals and/or new subjects of bargaining is not only the subject of a binding contract provision between the parties, but also allowed under the Educational Employment Relations Act, Government Code section 3540 et seq.

Representatives from the State Center Community College District therefore do formally reserve the right under Article 6 to propose additional issues and subjects, both economic and/or non-economic, as the District becomes better aware of the changing conditions which are being experienced. Moreover, the District's budget for the 2003-04 school year has not been adopted and the District is unaware as to the actual revenue it will receive for the forthcoming school year. To that extent, and in the event the District exercises its rights under Article 6 of the collective bargaining agreement, the provisions of Government Code section 3540 et seq. will be adhered to including the public notice provisions contained within Section 3547 in the event the District propounds additional proposals and/or new subjects of bargaining at any time during the negotiations between the parties.

AGREEMENT

The AGREEMENT portion of the Agreement shall be revised as follows:

This Agreement, made and entered into this ____ day of ____ ~~2000~~ 2003 between the District and the CSEA and its Chapter 379, its successor and/or affiliates is effective upon ratification and is set forth in Article 1 of this Agreement and shall remain in full force and effect until the close of the workday June 30, 2006. This final settlement agreement concludes bargaining on all issues currently the subject of negotiations between the parties, and as set forth more specifically in Article 6 of this Agreement, is the full and complete and commitments agreement between the parties.

Recommendation:

At this point the Board should open the meeting for public comment on District's initial bargaining proposal to the California School Employees Association #379. Following the open comment, no action is necessary on the part of the Board.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 6, 2003

SUBJECT: Consideration of Quarterly Financial
Status Report

ITEM NO. 03-107

EXHIBIT: Report

Background:

Enclosed is the March 31, 2003, Quarterly Financial Status Report (CCFS-311Q) for the District General Fund, as required for community college districts (ECS 84043). In accordance with State instructions, a copy of the report has been forwarded electronically to the State Chancellor's Office.

The quarterly financial report reflects projected revenues and expenditures in line with the annual budget, as amended for additional grants, programs, etc. The mid-year budget reductions were approved the Governor on March 18, 2003, and are not included in the March 31, 2003, Quarterly Reports. The District's implementation plan for the mid-year reductions will reduce budgeted revenues and expenditures by the same amount, thereby resulting in the same fund balance.

Recommendation:

It is recommended that the Board of Trustees acknowledge the Quarterly Financial Status Report (CCFS-311Q) as presented.



**California Community Colleges
Quarterly Financial Report, CCFS-311Q**

Fiscal Year 2002-2003

District:(570)STATE CENTER Quarter Ended: (Q3) March 31, 2003

Certified Date:2003-04-28 15:44:44

I. Historical and Current Perspectives of General Fund (Unrestricted and Restricted):

<u>Annual</u>	As of June 30 for fiscal year (FY) specified.			
	FY99-00	FY00-01	FY01-02	FY02-03
General Fund Revenues (Objects 8100, 8600, and 8800)	100,681,764	112,216,676	121,214,212	127,263,267
Other Financing Sources (Objects 8900)	202,888	246,336	1,477,482	60,741
General Fund Expenditures (Objects 1000-6000)	97,621,709	105,364,522	114,396,310	124,602,363
Other Outgo (Objects 7100, 7300, 7400, 7500, and 7600)	2,736,088	5,921,499	4,430,391	7,685,972
Reserve for contingency Unrestricted	0	0	0	0
Reserve for contingency Total	0	0	0	0
General Fund Ending Balance Unrestricted	9,617,642	6,882,549	17,302,024	6,096,669
General Fund Ending Balance Total	12,428,252	13,522,762	17,387,755	12,423,428
Prior-Year Adjustments	-311,259	-82,481	0	0
Attendance FTES	21,587	22,709	23,742	24,224

<u>Quarter</u>	For the same quarter to each fiscal year (FY) specified			
	FY99-00	FY00-01	FY01-02	FY02-03
General Fund Cash Balance (Excluding investments)	10,841,986	13,902,114	17,196,087	11,068,831

II. General Fund (Unrestricted and Restricted) Year-To-Date Revenues and Expenditures:

	Total Budget	Actual	Percentage
	(Annual)	(Year-to-Date)	%
General Fund Revenues (Objects 8100, 8600, and 8000)	127,263,267	79,906,236	62.79
Other Financing Source (Objects 8900)	60,741	40,919	67.37
General Fund Expenditures (Objects 1000-6000)	124,602,363	88,240,605	70.82
Other Outgo (Objects 7100, 7300, 7400, 7500, and 7600)	7,685,972	1,543,076	20.08

III. Has the district settled any employee contracts during this quarter? Yes No

If yes, complete the following: (If multi-year settlement, provide information for all years covered)

Salaries

Contract Period Settled (Specify)	Management		Academic(Certificated)		Classified	
	Total Salary	Cost-Increase %*	Total Salary	Cost-Increase %*	Total Salary	Cost-Increase %*
Year 1	0		0		0	
Year 2	0		0		0	
Year 3	0		0		0	

* As specified in collective bargaining agreement.

Benefits

Contract Period Settled	Management Total	Academic Total	Classified Total
Year 1	0	0	0

Year 2	0	0	0
Year 3	0	0	0

Include a statement regarding the source of revenues to pay salary and benefit increases, e.g., from the district's reserves, from cost-of-living, etc.

IV. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit citations or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)

Yes No

If yes, list events and their financial ramifications. (include additional pages of explanation if needed.)

V. Does the district have significant fiscal problems that must be addressed this year? Yes No

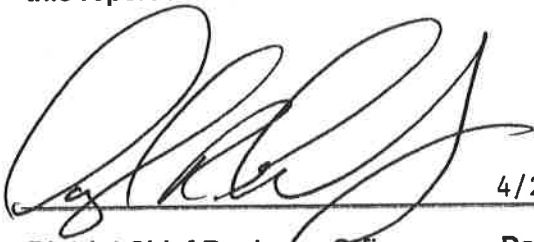
Next year? No If yes, what are the problems and what actions will be taken? (include additional pages of explanation if needed.)

Additional page of explanation will be submitted with signature page.

districtname Certified Date: April 28, 2003 03:44:44

CERTIFICATION

To the best of my knowledge, the data contained in this report are correct.



4/29/03

District Chief Business Officer

Date

To the best of my knowledge, the data contained in this report are correct. I further certify that this report was/will be presented at the governing board meeting specified below, afforded the opportunity to be discussed and entered into the minutes of meeting.

District Superintendent

Date

Quarter Ended: (Q3) March 31, 2003

Governing Board Meeting Date

5 / 6 / 03

[Print View](#)

[Back](#)

The State of California has a projected deficit of approximately \$34 b. One of the major sources of revenues for Community Colleges is the State of California. In an effort to mitigate some of fiscal constraints on the State, the Governor of California proposed a mid-year cut to the fiscal year 2002-03 Community Colleges budget in December 2002. In late March 2003, the Governor and Legislature approved the mid-year budget adjustment for the fiscal year 2002-03 budget.

To date, the Governor and Legislature have not addressed the 2003-04 budget other than the Governor's original budget proposal (January 2003) for fiscal year 2003-04. Both groups are awaiting additional financial information from the Department of Finance before any action is to occur. It is anticipated that the Governor will have this information and will be revising his original initial budget proposal for 2003-04 in the May Revise (Mid-May 2003).

It is anticipated that the budget for fiscal year 2003-04 will be the most difficult the Governor and Legislature has faced. As a result, it is anticipated that the State Budget will not be approved by June 30, 2003 as required by law. As a result, the management at State Center Community College District will need to prepare a Tentative Budget by June 30, 2003 and a Final Budget by Sept 15, 2003 for fiscal year 2003-04 as required by law. These budgets will be based on the most recent proposal by the Governor and will meet the needs of our core mission of student success while taking into consideration the fiscal constraints of the Governor's proposal and the State budget shortfalls.

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available & Avail
MAJ.OBJ: 91 - ACADEMIC SALARIES	0.00	1,136,066.13	9,594,146.25	12,058,804.00	2,464,657.75
MAJ.OBJ: 92 - CLASSIFIED SALARIES	0.00	434,695.59	3,706,177.48	4,951,614.00	1,245,436.52
MAJ.OBJ: 93 - EMPLOYEE BENEFITS	0.00	311,143.95	2,657,479.13	3,388,127.00	730,647.87
MAJ.OBJ: 94 - SUPPLIES & MATERIALS	151,122.71	52,521.72	475,762.37	1,124,636.00	497,750.92
MAJ.OBJ: 95 - OTHER OPER EXP & SERVICE	204,889.72	113,018.15	799,032.82	2,158,053.00	1,154,130.46
MAJ.OBJ: 96 - CAPITAL OUTLAY	89,033.63	77,451.78	616,332.50	2,183,725.00	1,478,358.87
MAJ.OBJ: 97 - OTHER OUTGO	699.03	37,823.24	178,310.54	1,633,548.00	1,454,538.43
=====					
LOC.GRP: 3 - REEDLEY COLLEGE	445,745.09	2,162,720.56	18,027,241.09	27,498,507.00	9,025,520.82
=====					

State Center Community College District
 Annual Budget Report Ending 03/31/2003
 Options - All Statuses

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available & Avail
MAJ.OBJ: 91 - ACADEMIC SALARIES	0.00	243,450.76	1,973,750.10	2,508,775.00	535,024.90
MAJ.OBJ: 92 - CLASSIFIED SALARIES	0.00	53,046.84	454,597.39	631,289.00	176,691.61
MAJ.OBJ: 93 - EMPLOYEE BENEFITS	0.00	62,541.94	514,680.59	664,135.00	149,454.41
MAJ.OBJ: 94 - SUPPLIES & MATERIALS	13,590.39	10,171.86	137,177.22	214,148.00	63,380.39
MAJ.OBJ: 95 - OTHER OPER EXP & SERVICE	39,207.49	10,268.96	108,665.35	253,611.00	105,738.16
MAJ.OBJ: 96 - CAPITAL OUTLAY	14,962.31	7,486.83	68,462.01	179,120.00	95,695.68
MAJ.OBJ: 97 - OTHER OUTGO	0.00	0.00	0.00	492,005.00	492,005.00

=====
 LOC.GRP: 4 - MADERA CENTER 67,760.19 386,967.19 3,257,332.66 4,943,083.00 1,617,990.15 32.73
 =====

Fiscal Year: 2003

LOC.GRP: 5 - CLOVIS CENTER

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available & Avail
MAJ.OBJ: 91 - ACADEMIC SALARIES	0.00	285,810.05	2,364,232.82	2,945,017.00	580,784.18
MAJ.OBJ: 92 - CLASSIFIED SALARIES	0.00	45,859.02	406,976.36	584,097.00	177,120.64
MAJ.OBJ: 93 - EMPLOYEE BENEFITS	0.00	63,762.99	546,057.43	706,025.00	159,967.57
MAJ.OBJ: 94 - SUPPLIES & MATERIALS	7,903.93	5,927.67	71,393.73	85,081.00	5,783.34
MAJ.OBJ: 95 - OTHER OPER EXP & SERVICE	14,420.83	6,651.31	67,785.69	119,795.00	37,588.48
MAJ.OBJ: 96 - CAPITAL OUTLAY	2,504.00	0.00	64,287.75	74,490.00	7,698.25
MAJ.OBJ: 97 - OTHER OUTGO	0.00	0.00	0.00	4,585.00	4,585.00
=====					
LOC.GRP: 5 - CLOVIS CENTER	24,828.76	408,011.04	3,520,733.78	4,519,090.00	973,527.46
=====					
					21.54

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available % Avail
MAJ.OBJ: 91 - ACADEMIC SALARIES	0.00	42,623.21	318,714.04	376,775.00	58,060.96
MAJ.OBJ: 92 - CLASSIFIED SALARIES	0.00	4,357.83	41,599.63	54,192.00	12,592.37
MAJ.OBJ: 93 - EMPLOYEE BENEFITS	0.00	5,389.58	42,774.30	56,389.00	13,614.70
MAJ.OBJ: 94 - SUPPLIES & MATERIALS	801.32	266.98	7,261.54	13,719.00	5,656.14
MAJ.OBJ: 95 - OTHER OPER EXP & SERVICE	10,012.28	3,428.97	23,741.38	49,750.00	15,996.34
MAJ.OBJ: 96 - CAPITAL OUTLAY	0.00	0.00	43,549.93	44,550.00	1,000.07
MAJ.OBJ: 97 - OTHER OUTGO	0.00	0.00	0.00	285.00	285.00

=====
 LOC.GRP: 6 - OAKHURST CENTER
 10,813.60 56,066.57 477,640.82 595,660.00 107,205.58 18.00
 =====

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available & Avail
MAJ.OBJ: 91 - ACADEMIC SALARIES	0.00	111,911.32	991,136.17	2,461,407.00	1,470,270.83
MAJ.OBJ: 92 - CLASSIFIED SALARIES	0.00	532,870.02	4,734,271.52	6,479,503.00	1,745,231.48
MAJ.OBJ: 93 - EMPLOYEE BENEFITS	5,620.98	241,538.70	2,046,769.28	2,645,478.00	593,087.74
MAJ.OBJ: 94 - SUPPLIES & MATERIALS	192,791.62	44,425.42	474,717.51	835,186.00	167,676.87
MAJ.OBJ: 95 - OTHER OPER EXP & SERVICE	371,785.39	654,786.29	5,193,472.16	8,275,171.00	2,709,913.45
MAJ.OBJ: 96 - CAPITAL OUTLAY	303,886.08	16,254.85	710,999.23	1,321,081.00	306,195.69
MAJ.OBJ: 97 - OTHER OUTGO	0.00	0.00	1,138,730.39	2,325,048.00	1,186,317.61
=====					
LOC.GRP: 1 - DISTRICT OFFICE	874,084.07	1,601,786.60	15,290,096.26	24,342,874.00	8,178,693.67
=====					

State Center Community College strict
 Annual Budget Report Ending 03/31/2003
 Options - All Statuses

Fiscal Year: 2003

LOC.GRP: 2 - FRESNO CITY COLLEGE

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available & Avail
MAJ.OBJ: 91 - ACADEMIC SALARIES	0.00	3,211,810.13	26,868,096.87	33,812,892.00	6,944,795.13
MAJ.OBJ: 92 - CLASSIFIED SALARIES	0.00	1,196,892.64	10,549,262.32	14,273,293.00	3,724,030.68
MAJ.OBJ: 93 - EMPLOYEE BENEFITS	0.00	862,084.40	7,501,355.36	10,320,032.00	2,818,676.64
MAJ.OBJ: 94 - SUPPLIES & MATERIALS	308,646.20	189,323.69	1,054,093.00	2,075,595.00	712,855.80
MAJ.OBJ: 95 - OTHER OPER EXP & SERVICE	838,546.37	329,459.91	2,100,507.10	5,210,675.00	2,271,621.53
MAJ.OBJ: 96 - CAPITAL OUTLAY	276,887.45	201,778.68	911,286.54	1,466,133.00	277,959.01
MAJ.OBJ: 97 - OTHER OUTGO	25,684.94	19,934.76	226,035.32	3,230,501.00	2,978,780.74
=====					
LOC.GRP: 2 - FRESNO CITY COLLEGE	1,449,764.96	6,011,284.21	49,210,636.51	70,389,121.00	19,728,719.53
=====					
					28.03

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

PRESENTED TO BOARD OF TRUSTEES

DATE: AMENDED
May 6, 2003

SUBJECT: Consideration to Appoint Interim Chancellor

ITEM NO. 03-108

EXHIBIT: None

Background:

At the previous board meeting the Board of Trustees directed the Board President to appoint an Interim Chancellor subject to ratification at the next regularly scheduled board meeting. President Smith appointed Dr. Tom Crow to serve as Interim Chancellor. Following a review of Board Policy 4315.2 and Title 5 regulations regarding the appointment of an Interim Chancellor, it is recommended the Board ratify the appointment of Dr. Tom Crow to serve as Interim Chancellor. Dr. Crow received his Bachelor's and Master's Degree from California State University, Fresno. He received his Ph.D. from Arizona State University and was a postdoctoral scholar at UCLA. Dr. Crow began his educational career as an instructor in the K-12 system. He then moved into administration at the K-12 level as a Learning Director in the Clovis Unified School District. After serving as an administrative intern at Arizona State University and at Scottsdale Community College, he returned to Clovis Unified and served in positions of Director of Community Service, Deputy Principal, Principal, and Administrator of Instructional Services. Dr. Crow was appointed Superintendent of Fowler Unified School District prior to his employment at SCCC. During Dr. Crow's employment at SCCC he has served as Assistant to the Chancellor for Research and Matriculation, Interim Dean of Instruction at Reedley College, Assistant to the Chancellor at the Madera Center, Vice Chancellor for External Operations and is currently President, Reedley College. Dr. Crow has over 31 years of successful administrative experience serving in the SCCC for the past thirteen of those 31 years.

Recommendation:

It is recommended that the Board of Trustees ratify the appointment of Dr. Tom Crow as Interim Chancellor effective April 25, 2003, with an annual salary of **\$157,367 for a duration of twelve (12) months, a \$250 per month expense allowance, and that the current car allowance be maintained.**

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 6, 2003

SUBJECT: Consideration to Appoint Interim President,
Reedley College

ITEM NO. 03-109

EXHIBIT: None

Background:

This item is a placeholder pending the final selection process.