

MINUTES OF MEETING OF  
BOARD OF TRUSTEES  
STATE CENTER COMMUNITY COLLEGE DISTRICT  
AUGUST 5, 2008

Call to Order                   A regular meeting of the Board of Trustees of the State Center Community College District was called to order by President Ron Feaver at 4:31 p.m., August 5, 2008, at the Willow International Community College Center, 10309 North Willow Avenue, Room 150, Fresno, California.

Trustees Present               H. Ronald Feaver, President  
Phillip J. Forhan, Vice President  
William J. Smith, Secretary  
Patrick E. Patterson  
Dorothy Smith  
Leslie W. Thonesen  
Natalie Nelson, Student Trustee, Fresno City College

Trustees Absent               Isabel Barreras  
Tiffany Lowe, Student Trustee, Reedley College

Also present were:  
Tom Crow, Chancellor, SCCC  
Doug Brinkley, Vice Chancellor – Finance and Administration, SCCC  
Guy Lease, Interim President, Fresno City College  
Barbara Hioco, President, Reedley College  
Terry Kershaw, Vice Chancellor – North Centers  
Cynthia Azari, Vice Chancellor – Workforce Development and Educational Services  
Randy Rowe, Associate Vice Chancellor – Human Resources, SCCC

Introduction of Guests       Randy Rowe introduced Lynne Walke, representing CSEA, as President Jason Meyers was not able to attend.

Among the others present, the following signed the guest list:  
Jan Krueger, Executive Secretary to the Chancellor, SCCC  
Michael Guerra, Vice President – Administrative Services, FCC  
Rick Santos, Academic Senate President, FCC  
Zwi Reznik, SCFT President, FCC  
Ed Eng, Director of Finance, SCCC  
Cris Bremer, Director of Marketing and Communications, FCC  
Brian Speece, Associate Vice Chancellor – Business and Operations, SCCC  
Frances Rogers, General Counsel, SCCC  
Teresa Patterson, Executive Director – Public and Legislative Relations, SCCC

Ron Nishinaka, Academic Senate President, RC  
Gary Sakaguchi, Director of Technology, RC, NC  
Randy Vogt, Director of Purchasing, SCCCCD  
Lynne Walke, CSEA  
Scott Thomason, Vice President – Administrative Services, RC  
Deborah Ikeda, Vice President – Instruction and Student  
Services, NC  
Ernie Garcia, President Classified Senate, FCC  
Jennifer Franklin, Classified Senate, FCC  
Peggy Marks, Classified Staff, MC  
Jim Chin, Dean of Instruction, MC  
Kelly Fowler, Dean of Instruction, WI  
Lucy Ruiz, Interim Public Information Officer, RC  
Cynthia Elliott, Instructor, NC  
Joseph Callahan, Chief of Police, District Operations  
Shelline Bennett, Liebert Cassidy Whitmore

Approval of Minutes	The minutes of the Board meeting of July 1, 2008, were presented for approval. A motion was made by Mr. Smith and seconded by Mr. Forhan to approve the minutes of the July 1, 2008, meeting, as presented. The motion carried unanimously, absent Ms. Barreras.
Delegations, Petitions, and Communications	None.
Swearing In/Affirming of New Student Trustee	Dr. Crow administered the Oath of Allegiance to Ms. Natalie Nelson, Fresno City College Student Trustee.
Chancellor's Report	Dr. Crow reported the following: <u>Extreme Registration</u> – Congratulations to the campuses and centers for the enormous success of the “Extreme Registration” enrollment event. Over 2000 potential students visited the sites to participate in “one-stop” registration for the fall semester. Financial aid reps, counselors and admissions personnel were all on hand in one convenient location to provide services to students in a festive atmosphere. Due to the overwhelming response, the campuses and centers are hosting another round of Extreme Registration next week. <u>ACCT Study</u> – ACCT is conducting a national study on the backgrounds, experiences and contributions of community college trustees. State Center has been selected to participate in the study. This comprehensive study will provide critical data that will be used to develop leadership programs for community college trustees throughout the United States. The study is voluntary and completely confidential. Only aggregate data will be reported. The Board received the survey at the meeting and were asked to complete and return it in the envelope provided.

Chancellor's Report  
(continued)

Economic and Workforce Development Forum – Friday, November 14 is the District's annual Economic and Workforce Development Forum. This year's breakfast will feature State Senator Jack Scott, former Pasadena City College President and soon-to-be California Community Colleges' Chancellor; and Dan Walters, syndicated political columnist. Forum attendees will hear updates from Sacramento, as well as progress on SCCCD's post-Summit workforce development effort. More information will be provided in the near future.

Campus Reports

Dr. Kershaw reported on the following from the North Centers.

- Reedley College and the North Centers were awarded a one-year \$175,000 grant by the Board of Governors in support of preparing high school seniors for the CAHSEE.
- The North Centers held Extreme Registration in July. The next event is August 11 through August 13.
- The North Centers fall Duty Day is August 14 at Willow International Center and includes workshops on moving WI to college status, and updates on student learning outcomes.
- Annual adjunct faculty orientation is August 14.
- Parking lots are being installed at the Willow International Center, and initial grading and infrastructure work for the 80,000 square foot Academic Center Phase Two facility.
- The Oakhurst Center computer lab is being completed prior to the beginning of the fall semester.
- The Foundation for California Community Colleges selected Fresno City College, including Madera Center, as one of eight California community colleges to receive \$80,000 to help foster youth become more independent. Madera Center will serve 25 foster youth through campus-based workshops in education, daily living skills, and financial literacy.

Dr. Lease reported on the following topics from Fresno City College.

- The registered nursing program has been awarded a two-year Enrollment Growth and Retention Program grant totaling almost \$1 million.
- FCC enrollment is increased by over six percent in unduplicated headcount with a thirty percent increase in students taken 15 or more units.
- Over 1600 students have attended Extreme Registration in July. The next Extreme Registration is August 11-13, and 16
- Shuttle service will be run between the Ratcliffe Stadium and the main campus the first three weeks of the semester.
- The FCC Faculty and Staff Fall 2008 Convocation is August 14. Flex day activities are scheduled for August 15.

Campus Reports  
(continued)

Dr. Hioco reported on the following topics from Reedley College:

- New student orientation sessions are being held August 13.
- The Adjunct Academy Workshop is August 7.
- The next Extreme Registration sessions are August 11-13, 16.
- Darius Reynolds, Reedley College football player, was named the #1 junior college quarterback in the nation by *Sporting News* this month. JC Football.com and Rivals.com ranked him #2 in the country in all positions.
- School Relations Specialist Mia Navarro was a guest on Arriba Valle Central aired on Channel 21, July 18.
- Forestry instructor Jason Pinkerton and student Teresa Lowe were on KSEE 24, July 28, promoting the forestry program.
- RC is sponsoring a student ambassador to participate in HACU's annual conference in Denver in October.
- The 17<sup>th</sup> Annual Induction Banquet for the Tiger Athletic Hall of Fame was August 2. Keith Hughes, men's basketball coach 1987-98, is one of the eight inductees.

Academic Senate  
Report

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

- The RC Academic Senate Officers for this calendar year are Vice President-Senate Business Laird Durley, Vice President-Curriculum Sheryl Young-Manning, Secretary Linda Carvalho Cooley, State Representative Jason Gardner, NC Faculty Council President Cynthia Elliott, and Immediate Past-President Bill Turini.
- The landscape of Reedley College continues to change with the beginning of construction of the new residence hall, modernization of the student union, art and physical science buildings, and the City of Reedley Rails-to-Trails project.
- The RC Academic Senate made faculty appointments for 17 standing committees, and met with FCC Academic Senate representatives regarding proposed revisions to the District's Board Policies and Administrative Regulations.
- Representatives attended the Academic Senate for California Community Colleges' Curriculum Institute in Redwood City.
- Academic Senate extends a collegial welcome to 16 new faculty members at Reedley College and the North Centers.
- The Executive Committee met at the end of the academic year at which Dr. Hioco gave a presentation on developing a Reedley College comprehensive educational master plan.
- Mr. Nishinaka expressed the Academic Senate's appreciation of service of Immediate Past-President Bill Turini.
- The Academic Senate will discuss several key items starting this fall, including mid-term accreditation report, certification for local approval of credit courses, districtwide standardized subject placement test.

Academic Senate  
Report (continued)

- The Academic Senate's first meeting is Tuesday, August 26.
- Mr. Nishinaka introduced Ms. Cynthia Elliott, President of the North Centers Faculty Association; and President-Elect David Richardson, Secretary Nikki Visveshwara, Treasurer Joy Bjerke, and Immediate Past-President Tom Mester.
- Mr. Nishinaka attended the Irrigation Association Education Foundation Faculty Academy in Denver.

Classified Senate  
Report

Mr. Ernie Garcia, Fresno City College Classified Senate President, reported the following:

- Mr. Garcia is honored to be the President of the Classified Senate. He noted that he is a former FCC student trustee.
- The Classified Senate Executive Board members are Vice President Jewell Riversmith, Treasurer Elizabeth Davidian and Secretary Jennifer Franklin.
- The Classified Senate held their first meeting July 16.
- The Classified Senate agreed to purchase a table for their constituents at Central California Women's Conference.
- Goals are being set for this academic year, including raising awareness and visibility of the Classified Senate on campus and finding representation for vacant senate seats.
- Planning the annual Classified Senate staff development day scheduled for Tuesday, November 11. The theme will be "Classified Superheroes – Here to Save the Day."
- The next meeting is August 13.
- Mr. Garcia expressed appreciation for the continued support of the Classified Senate.

Process for Center to  
College Status

Dr. Terry Kershaw, Vice Chancellor–North Centers, thanked the Board of Trustees, and past and current chancellors, Dr. Bill Stewart and Dr. Tom Crow, for establishing the vision for the North Centers, comprised of the Madera Center, Oakhurst Center, Clovis Center and the Willow International Center. Because of their vision, their implementation and efforts, Willow International Center is now starting the process to become the third college in the State Center Community College District. Fresno City College is now planning their 100<sup>th</sup> year anniversary and Reedley College joined SCCC 80 years ago.

Dr. Kershaw, gave a report and provided a slide presentation on the plan for conversion of the Willow International Center to a fully accredited college, the third in the State Center Community College District. The Center is embarking on the stages leading to accreditation starting Fall 2008 with an anticipated initial accreditation in Fall 2012. Included in the stages are steps for approval by agencies of CPEC, BOG, COCCC, ACCJC and WASC (California Postsecondary Education Commission, Board of Governors, Chancellor's Office–California Community

Process for Center to  
College Status  
(continued)

Colleges, Accrediting Commission for Community and Junior  
Colleges, Western Association of Schools and Colleges), and  
final acceptance of the WASC recommendation by COCCC.

Ms. Smith thanked Dr. Kershaw for his report stating that she  
appreciates the hard work and dedication the team is putting into  
the effort for the Willow International Center to become a fully  
accredited college. Based on what she has seen, read and heard,  
she believes that Willow International Center would receive  
approval. Ms. Smith said she is glad that Dr. Bill Stewart was  
mentioned because the people who were not in the district when  
he was chancellor should know that it was his vision that began  
moving the district toward this point.

Consent Agenda  
Action

Mr. Feaver announced that Item 08-21HR Academic Personnel  
Recommendation, was amended. Copies of the amended exhibit  
were provided. It was moved by Ms. Smith and seconded by  
Mr. Thonesen that the Board of Trustees approve Consent  
Agenda Items 08-21HR, as amended; and 08-22HR through  
08-26HR, 08-90G through 08-105G, as presented. The motion  
carried as follows: 6 – yes; 0 – no; 1– absent

Employment,  
Retirement,  
Resignation, Change of  
Status, Academic  
Personnel  
[08-21HR]  
Action

approve the academic personnel recommendations, Items A  
through E, as amended (Lists A through E are herewith made a  
part of these minutes as Appendix I, 08-21HR)

Employment, Change  
of Status, Resignation,  
Retirement, Classified  
Personnel  
[08-22HR]  
Action

approve classified personnel recommendations, Items A through  
H, as presented (Lists A through H are herewith made a part of  
these minutes as Appendix II, 08-22HR)

Consideration to  
Approve Employment  
of Part-Time Faculty,  
Summer 2008, Fresno  
City College, Reedley  
College, and North  
Centers  
[08-23HR]  
Action

approve employment of part-time faculty for Fresno City  
College, Reedley College, and North Centers for Summer 2008,  
as presented

Consideration to  
Approve Increase in  
Days for Reg-To-Go  
Orientation Assistants,  
North Centers  
[08-24HR]  
Action

approve the increase in days for seasonal Reg-To-Go Orientation Assistants, North Centers positions numbers 5034, 5035, 5036, and 5037

Consideration to  
Approve Revised  
Instructional  
Technician – Costume  
Maker Duties and  
Responsibilities  
[08-25HR]  
Action

approve the revised job duties for Instructional Technician – Costume Maker

Consideration to  
Approve Additional  
Administrative  
Secretary Position  
(Confidential), District  
Office  
[08-26HR]  
Action

approve an Administrative Secretary (Confidential) position at the District Office effective September 3, 2008

Consideration of  
District Membership in  
Educational  
Organizations  
[08-90G]  
Action

approve institutional membership in the Association of Community College Trustees (ACCT) for 2008-2009 in the amount of \$4,918.00; institutional membership in the Community College League of California (CCLC) for 2008-2009 in the amount of \$29,949.00; and institutional membership in Community Colleges for International Development (CCID) in the amount of \$6,250.00

Consideration to  
Approve Study Abroad  
Program, China,  
Summer 2009  
[08-91G]  
Action

approve the offering of the Summer 2009 program in China, and approve Marianne Dunklin and Reg Spittle as instructors for this program

Review of District  
Warrants and Checks  
[08-92G]

Action

review and sign the warrants register for the period June 21, 2008, to July 25, 2008, in the amount of \$19,630,905.30; 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 June 18, 2008, to July 23, 2008, in the amount of \$753,472.50

Consideration to  
Accept Construction  
Project, Relocatable  
Buildings, Reedley  
College  
[08-93G]

Action

- a) accept the project for Relocatable Buildings, Reedley College; and
- b) authorize the Chancellor or his designee to file a Notice of Completion with the County Recorder

Consideration of  
Claim, Terrie Lee  
Williams  
[08-94G]

Action

reject the claim submitted by Terrie Lee Williams and direct the Chancellor or Vice Chancellor, Finance and Administration, to give written notice of said action to the claimant

Consideration of  
Claim, Amandajoy  
Mathia  
[08-95G]

Action

reject the claim submitted by Amandajoy Mathia and direct the Chancellor or Vice Chancellor, Finance and Administration, to give written notice of said action to the claimant

Consideration of  
District Bank Accounts  
[08-96G]

Action

approve the list of District bank accounts, revised and updated to reflect accounts and signatories in place as of July 31, 2008

Consideration to  
Authorize Agreement  
with Clovis  
Community  
Development Agency  
for Construction of  
2008-09 Project House,  
Fresno City College  
[08-97G]

Action

- a) authorize an agreement with the Clovis Community Development Agency (CCDA) for the construction of the 2008-09 project house located at 905 Acacia Avenue, Clovis, with property and materials in the approximate amount of \$129,000 fully funded by the CCDA; and
- b) authorize the Chancellor or Vice Chancellor, Finance and Administration, to sign the agreement on behalf of the District

Consideration to Authorize Amendment of Memorandum of Understanding with Supportive Services, Inc., for Processing of CalWORKs Child Care Reimbursements, Fresno City College and Reedley College [08-98G]

Action

- a) authorize the District, on behalf of Fresno City College and Reedley College, to amend the Memorandum of Understanding with Supportive Services, Inc. (SS, Inc.), whereby SS, Inc., will provide timely disbursements to licensed child care providers on behalf of CalWORKs recipients for the period July 1, 2007, through June 30, 2008, with funds available being increased nearly \$500,000, for a total of approximately \$905,000 (\$642,000 from Fresno City College and \$263,000 from Reedley College);
- b) authorize renewal of the Memorandum of Understanding with similar terms and conditions; and
- c) authorize the Chancellor or Vice Chancellor, Finance and Administration, to sign the Memorandum of Understanding on behalf of the District

Consideration to Adopt Resolution Authorizing Agreement with State of California Department of Rehabilitation for the WorkAbility III Program, Reedley College [08-99G]

Action

- a) adopt Resolution No. 2008-14 authorizing an agreement with the State of California Department of Rehabilitation for the Reedley College WorkAbility III Program for the period July 1, 2008, through June 30, 2011, with funding in the amount of \$171,925 per year;
- b) authorize renewal of the agreement with similar terms and conditions; and
- c) authorize the Chancellor or Vice Chancellor, Finance and Administration, to sign the agreement on behalf of the District

Consideration to Authorize Agreement with First 5 of Fresno County for Child Development Center Portable Buildings Refurbishment, Reedley College [08-100G]

Action

- a) authorize the District, on behalf of Reedley College, to enter into an agreement with First 5 of Fresno County for the refurbishment of the portable building used for the Reedley College Child Development Center, with total costs estimated to be \$4,950;
- b) authorize renewal of the agreement with similar terms and conditions; and
- c) authorize the Chancellor or Vice Chancellor, Finance and Administration, to sign the agreement on behalf of the District

Consideration to Authorize Agreement with the California Community Colleges Chancellor's Office for an Economic and Workforce Development Industry Driven Regional Collaborative Grant, Fresno City College Training Institute [08-101G]  
Action

- a) authorize the District, on behalf of the Fresno City College Training Institute, to enter into an Economic and Workforce Development Grant agreement with the California Community Colleges Chancellor's Office to increase the number of qualified candidates that enter union and non-union jobs or apprenticeships, who are prepared in welding skills, with funding in the amount of \$250,251 for the fiscal year ended June 30, 2009, and \$252,743 for the fiscal year ending June 30, 2010;
- b) authorize renewal of the agreement with similar terms and conditions; and
- c) authorize the Chancellor or Vice Chancellor, Finance and Administration, to sign the agreement on behalf of the District

Consideration to Authorize Agreement with the California Community Colleges Chancellor's Office for an Economic and Workforce Development Industry Driven Regional Collaborative Grant, Center for International Trade Development [08-102G]  
Action

- a) authorize the District, on behalf of the Center for International Trade Development, to enter into an Economic and Workforce Development Grant agreement with the California Community Colleges Chancellor's Office to implement the California Food and Agricultural Trade Assistance Program with funding in the amount of \$274,210 for the fiscal year ending June 30, 2009, and \$283,825 for the fiscal year ending June 30, 2010;
- b) authorize renewal of the agreement with similar terms and conditions; and
- c) authorize the Chancellor or Vice Chancellor, Finance and Administration, to sign the agreement on behalf of the District

Consideration to Adopt Resolution Authorizing Agreement with the California Department of Education for the Tech Prep Regional Distribution Point Project, State Center Consortium [08-103G]  
Action

- a) adopt Resolution No. 2008-15 authorizing the District, on behalf of the State Center Consortium, to enter into an agreement with the California Department of Education for the Tech Prep Regional Distribution Point Project, with funding in the amount of \$400,000 for the period July 1, 2008, through June 30, 2010 (\$200,000 per fiscal year);
- b) authorize renewal of the agreement with similar terms and conditions; and
- c) authorize the Chancellor or Vice Chancellor, Finance and Administration, to sign the agreement on behalf of the District

Consideration of Bids, Interior Ceiling Renovations, Building "B", Clovis Center [08-104G]  
Action

award Bid #0809-04 in the amount of \$74,300.00 to C.D.A. Construction, the lowest responsible bidder for the Interior Ceiling Renovations, Building "B", Clovis Center, and authorize the Chancellor or Vice Chancellor, Finance and Administration, to sign an agreement on behalf of the District

Consideration of Bids,  
Purchase of Custodial  
Supplies and  
Equipment,  
Districtwide  
[08-105G]  
Action

- a) award Bid #0809-03 to the lowest responsible bidders meeting bid specifications for the purchase of custodial supplies and equipment, Districtwide, as follows:
  - EnviroClean Sanitation Supply \$78,040.70
  - Central Sanitary Supply Company \$34,319.08
  - Zep Manufacturing Company \$10,503.85
  - Unisource \$8,595.10
  - Elkhorn Trading Company \$2,961.05
  - San Joaquin Supply \$858.95
- b) authorize purchase orders to be issued against this bid

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

Consideration of Bids,  
Occupational  
Education Building,  
Madera Center  
[08-62]  
Action

A motion was made by Ms. Smith and seconded by Mr. Forhan that the Board of Trustees award Bid #0809-01, in the amount of \$3,236,726.00 to BMY Construction Group, the lowest responsible bidder for the Occupational Education Building at the Madera Center, and authorize the Chancellor or Vice Chancellor, Finance and Administration, to sign an agreement on behalf of the District.

The motion carried as follows: 6 – yes, 0 – no, 1– absent

Reports of Board  
Members

Ms. Smith reported that she just returned from a diversity institute hosted by ACCT. Two main questions from the workshops asked what is diversity and what does diversity entail. One point made was the need for a policy, plan, resources and accountability measurement tools. Another item addressed what the board's role is in diversity. She noted that a board does not implement policy but has to make sure that there is a policy in place and that there are people responsible and accountable to it. She asked that the Board be updated on what our policy is and the measurement tools, resources and plan, etc. so that the Board will know exactly what we are doing in our district.

Ms. Smith is also very interested having SCCCD work toward, and winning, the diversity award at the ACCT national convention.

Old Business

None.

Future Agenda Items

None.

Delegations, Petitions,  
and Communications

None.

Closed Session

Mr. Feaver stated that in closed session the Board would be discussing:

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

PUBLIC EMPLOYMENT, Pursuant to Government Code  
Section 54957,

1. Dean of Instruction, Reedley College
2. Executive Director of Foundation, District Office

Mr. Feaver called a recess at 5:20 p.m.

Open Session

The Board moved into open session at 5:50 p.m.

Report of Closed  
Session

Mr. Feaver reported that there were no actions to report from closed session.

Consideration to  
Appoint Dean of  
Instruction, Reedley  
College  
[08-63]  
Action

Ms. Smith made the motion to appoint Mr. David Clark as the Dean of Instruction at Reedley College, with placement on the management salary schedule at Range 62, Step 8, \$10,957/month, effective August 6, 2008. Mr. Smith seconded the motion. The motion carried as follows: 6 – yes, 0 – no, 1 – absent

Consideration to  
Appoint Executive  
Director of Foundation,  
District Office  
[08-64]  
Action

Mr. Feaver stated that Item 08-64, Consideration to Appoint Executive Director of Foundation, was pulled from the agenda.

Adjournment

The meeting was adjourned at 5:52 p.m. by the unanimous consent of the Board.

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William J. Smith  
Secretary, Board of Trustees  
State Center Community College District

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