

AGENDA
Regular Meeting
BOARD OF TRUSTEES
STATE CENTER COMMUNITY COLLEGE DISTRICT
Fresno City College, Room 251, Old Administration Building
1101 E. University Avenue, Fresno, California
4:30 p.m., May 6, 2014

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. INTRODUCTION OF GUESTS
- IV. APPROVAL OF MINUTES, Regular Meetings of March 4, 2014, and April 1, 2014, and the Special Meeting of April 1, 2014
- V. PUBLIC COMMENT [see footnote]
- VI. REPORTS AND PRESENTATIONS
 - A. Special Recognition of the 2013-2014 Student Trustees Pat Patterson
 - B. Joint District and Campus Presidents' Reports Tony Cantu
 - C. Academic Senate Report Mary Ann Valentino, FCC
 - D. Classified Senate Report Ernie Garcia, FCC
 - E. Mental Health Summit Recap Brian Olowude
 - F. District Operations Update Brian Speece
- VII. REPORTS OF BOARD MEMBERS
- VIII. FUTURE AGENDA ITEMS
- IX. CONSIDERATION OF CONSENT AGENDA [14-23HR through 14-29HR]
[14-34G through 14-39G]
- X. GENERAL

Board Agenda
May 6, 2014 (continued)

- A. Consideration to Authorize Use of Reserve Funds for Additional Class Sections for 2014-2015 [14-40] Ed Eng
- B. Consideration to Adopt Resolution Authorizing Emergency Repair at Child Development Center, Fresno City College [14-41] Brian Speece

XI. HUMAN RESOURCES

- A. Consideration to Adopt Resolution Declaring Classified School Employees Week at State Center Community College District [14-42] Diane Clerou
- B. Public Hearing on Reopener Bargaining Proposal Presented by California School Employees Association Chapter No. 379 to the District [14-43] Diane Clerou

XII. PUBLIC COMMENT [see footnote]

XIII. CLOSED SESSION

- A. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE, Pursuant to Government Code Section 54957
- B. CONFERENCE WITH LABOR NEGOTIATOR [SCFT Full-Time Bargaining Unit, SCFT Part-Time Bargaining Unit, and Classified Employees Bargaining Unit]; Bill F. Stewart, Pursuant to Government Code Section 54957.6
- C. PUBLIC EMPLOYMENT, Pursuant to Government Code Section 54957
 - 1. Chancellor

XIV. OPEN SESSION

XV. ADJOURNMENT

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 the chancellor's office, 1525 E. Weldon Avenue, Fresno, CA 93704, (559) 244-5902, 8:00 a.m. to 5:00 p.m., Monday – Friday, as soon as possible before the meeting.

Board Agenda
May 6, 2014 (continued)

Under Board Policy 2350, there is a limit of three minutes per speaker per topic, and thirty minutes is the maximum time allotment for public speakers on any subject, regardless of the number of speakers; these time limits may be extended at the discretion of the board. Individuals wishing to address the board should fill out a request form and submit it to Associate Vice Chancellor of Human Resources Diane Clerou or the recording secretary before the beginning of the meeting.

CONSENT AGENDA
BOARD OF TRUSTEES MEETING
May 6, 2014

HUMAN RESOURCES

1. Change of Status, Retirement, Academic Personnel [14-23HR]
2. Employment, Promotion, Change of Status, Leave of Absence, Resignation, Retirement, Classified Personnel [14-24HR]
3. Consideration to Approve Two Six-Month Limited Term Painter Positions, Districtwide [14-25HR]
4. Consideration to Approve Programmer Analyst Revised Duties [14-26HR]
5. Consideration to Approve Reorganization of Instructional Technician – Farm Laboratory, Instructional Technician – Agricultural Mechanics, and Nursery Assistant Positions [14-27HR]
6. Consideration to Approve Instructional Technician – Farm, Agricultural and Natural Resources Duties [14-28HR]
7. Consideration to Approve New Position with Proposed Title of Administrative Assistant, Willow International Community College Center [14-29HR]

GENERAL

8. Review of District Warrants and Checks [14-34G]
9. Consideration to Approve Quarterly Budget Transfers and Adjustments Report [14-35G]
10. Financial Analysis of Enterprise and Special Revenue Operations [14-36G]
11. Consideration to Adopt Resolution Authorizing Notice of Intent to Establish 2014-2015 Appropriations Limit (Gann) [14-37G]
12. Acknowledgement of Quarterly Financial Status Report, General Fund [14-38G]
13. Consideration to Adopt Resolution Affording Student Trustees the Privilege to Make and Second Motions [14-39G]

(Unapproved) MINUTES OF SPECIAL MEETING OF
STATE CENTER COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
April 1, 2014

- Call to Order A special meeting of the Board of Trustees of the State Center Community College District was called to order by President Pat Patterson at 4:10 p.m. on April 1, 2014, in Room 11 at the Oakhurst Center, 40241 Highway 41, Oakhurst, California.
- Trustees Present Pat Patterson, President
Ron Nishinaka, Vice President
Dorothy Smith, Secretary
Isabel Barreras
Richard Caglia
John Leal
Eric Payne
Ben Anderson, Student Trustee, Fresno City College
Gabriela Campos, Student Trustee, Reedley College
- Also present were:
Bill F. Stewart, Deputy Chancellor, SCCCC
Ed Eng, Vice Chancellor of Finance and Administration, SCCCC
George Railey, Vice Chancellor of Educational Services and Institutional Effectiveness, SCCCC
Tony Cantu, President, Fresno City College
Sandra Caldwell, President, Reedley College
Deborah Ikeda, Campus President, Willow International Community College Center
Diane Clerou, Assoc. Vice Chancellor of Human Resources, SCCCC
Brian Speece, Associate Vice Chancellor of Business and Operations, SCCCC
Greg Taylor, General Counsel, SCCCC
Teresa Patterson, Executive Director, Public and Legislative Relations, SCCCC
Gurdeep He’Bert, Executive Director, SCCC Foundation
Nina Acosta, Executive Secretary to the Chancellor, SCCCC
- Public Comment None
- Closed Session President Patterson stated that in closed session the board will discuss the following:
A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
 1. Chancellor

President Patterson called a recess at 4:11 p.m.

Open Session

The board moved into open session at 4:45 p.m.

President Patterson stated the board did not take any reportable action during closed session. He stated the board will resume the closed session at the conclusion of the regular board meeting.

President Patterson called a recess at 4:46 p.m.

Consideration to
Appoint Deborah G.
Blue Chancellor
Emeritus Effective
April 2, 2014

The board moved into open session at 8:20 p.m.

A motion was made by Trustee Caglia and seconded by Trustee Barreras that the Board of Trustees appoint Dr. Deborah G. Blue Chancellor Emeritus effective April 2, 2014.

The motion passed by the following roll call vote:

| | <u>YES</u> | <u>NO</u> | <u>Abstain</u> |
|-----------------|------------|-----------|----------------|
| Isabel Barreras | X | | |
| Richard Caglia | X | | |
| John Leal | X | | |
| Ron Nishinaka | X | | |
| Eric Payne | | X | |
| Dorothy Smith | X | | |
| Pat Patterson | X | | |

Adjournment

The meeting was adjourned at 8:22 by unanimous consent.

Dorothy Smith
Secretary, Board of Trustees
State Center Community College District

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(Unapproved) MINUTES OF REGULAR MEETING OF
STATE CENTER COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
April 1, 2014

Call to Order A regular meeting of the Board of Trustees of the State Center Community College District was called to order by President Pat Patterson at 4:47 p.m. on April 1, 2014, in Room 11 at the Oakhurst Center, 40241 Highway 41, Oakhurst, California.

Trustees Present Pat Patterson, President
Ron Nishinaka, Vice President
Dorothy Smith, Secretary
Isabel Barreras
Richard Caglia
John Leal
Eric Payne
Ben Anderson, Student Trustee, Fresno City College
Gabriela Campos, Student Trustee, Reedley College

Also present were:

Bill F. Stewart, Deputy Chancellor, SCCCC
Ed Eng, Vice Chancellor of Finance and Administration, SCCCC
George Railey, Vice Chancellor of Educational Services and Institutional Effectiveness, SCCCC
Tony Cantu, President, Fresno City College
Sandra Caldwell, President, Reedley College
Deborah Ikeda, Campus President, Willow International Community College Center
Diane Clerou, Associate Vice Chancellor of Human Resources, SCCCC
Brian Speece, Associate Vice Chancellor of Business and Operations, SCCCC
Greg Taylor, General Counsel, SCCCC
Teresa Patterson, Executive Director, Public and Legislative Relations, SCCCC
Gurdeep He'Bert, Executive Director, SCCC Foundation
Nina Acosta, Executive Secretary to the Chancellor, SCCCC

Introduction of Sandra Caldwell introduced Randy Haggard from Yosemite Unified
Guests School District. Mr. Haggard thanked the board for their continued partnership and support of adult education. It has a tremendous impact on students and the local communities.

Approval of Minutes

The minutes of the special meetings of March 1, 2014, March 4, 2014, and March 17, 2014, were presented for approval.

A motion was made by Trustee Smith and seconded by Trustee Barreras to approve the minutes of the special meetings of March 1, 2014, March 4, 2014, and March 17, 2014, as presented. The motion passed without dissent.

Public Comment

Kathleen Swan provided an update on the Willow International bookstore. She stated the students completed a survey regarding food sales in the bookstore. Ms. Swan stated the results indicated that students were in support of adding food sales in the bookstore.

Joint District and
Campus Presidents'
Reports

Dr. Sandra Caldwell reported on topics of interest from the district, Reedley College, the Oakhurst and Madera centers, Fresno City College, and the Willow International Community College Center, and included the following highlights:

- The district received the Paragon Award for the 2012-2016 Districtwide Strategic Plan brochure series from the National Council for Marketing and Public Relations for Community Colleges. There were 100 entries from across the United States.
- Oakhurst Center will be offering scholarships for the first time. She recognized the Don Piper Memorial Scholarship Endowment Fund in memory of Mr. and Mrs. Piper's son. The second scholarship endowment is for Native American women, in particular for Oakhurst students.
- Oakhurst Center will be hosting a Community Unity event on May 8.
- Madera Center is hosting the Spring Extravaganza on March 20.
- Reedley College will be hosting the first Safari Day community event on April 4-5.
- Reedley College will be hosting the 6th Annual Green Summit on April 23, 2014.
- Reedley College will be hosting their annual STEM Conference with guest speaker astronaut Jose Hernandez.
- On April 30, the Fresno City College Photography Department will award the first Hannah S. Barsam Award for Excellence in Photography. This perpetual \$1,500 award, made possible by a generous endowment from the Hannah S. Barsam Estate, will be awarded to a current student who has demonstrated excellence in every aspect of photography.
- FCC theatre students continue to find success at the annual Kennedy Center American College Theatre Festival. This year

Joint District and
Campus Presidents'
Reports (continued)

Javier Padilla, Thuy Duong and Rebecca Hustedde made it into the Irene Ryan Acting Competition semifinals round that was held in Boise, Idaho. Jarod Flores was awarded Outstanding Ensemble Work. There is more information in the written reports provided by each of the colleges.

- Three former U.S. women soccer stars are heading to Fresno this spring. Mia Hamm, Kristine Lilly and Tisha Venturini-Hoch will be at Fresno City College for a three-day Team First Soccer Academy for girls on May 16-18. It is the only camp being offered in California this summer.

Academic Senate
Report

Reedley College Academic Senate President Stephanie Curry introduced Kristen Mattox, the president of the Madera Oakhurst Faculty Association, who reported the following :

- The recent separation of Willow International has been both challenging and rewarding for Reedley, Madera and Oakhurst, and the Academic Senate has been working hard to make it successful. The campuses have been steadily working to improve organizational development and effectiveness, and communication between sites. This has been demonstrated through collaboration on the Budget Allocation Model, the HR Staffing Plan, as well as faculty representation on district committees. The senate has been diligent in its efforts to ensure that in the future there will be sufficient, equitable and consistent services and instruction across locations. Dr. Caldwell has been a strong advocate for the development of collaboration and communication between campuses and has modeled this through her active engagement, not only with Reedley College, but the Madera and Oakhurst campuses as well. She regularly meets with administration, faculty and students on the Madera and Oakhurst Campuses and this has been helpful for the transitions they have been making.
- The Madera Center recently held its annual Spring Extravaganza. All of the local high school students visited the campus. Faculty and staff did an outstanding job sharing the great things they do at the Madera Center with both current students and the growing population of future students.
- Ms. Maddox told the board about two former Madera students, Edward Machain and Manual Andaverde, who have continued their education at Fresno State. Both are proof that SCCC is offering opportunities for success, and the Madera Center is providing quality education.

Classified Senate Report

Reedley College Classified Senate President Nate Saari stated he is resigning as the Reedley College Academic Senate president, due to a new position he accepted at Reedley College. He introduced Stephanie Doyle who provided the following update:

- Reedley College senate will be participating in the 4Cs (California Community College Classified conference) in June. The senate expects to send 4-5 representatives. Juan Tirado received one of a few scholarships offered to attend this conference.
- The senate is also sponsoring the MOR (Madera Oakhurst Reedley) scholarships. The scholarships will benefit classified employees who are pursuing their education.
- Elections are complete. The new executive board consists of: President Jim Mulligan, Vice President Corinna Lemos, Secretary Stephanie Doyle, and Treasurer Mary Lou Wright.
- The Classified Mega Conference will take place on April 15, 2014.

Oakhurst Update

Oakhurst Center Coordinator Vikki Piper reported the following:

- Oakhurst recently evaluated and re-balanced its course offerings. A hospitality course will be offered in the fall of 2014. Oakhurst is also looking to offer a natural resources course via distance education in the spring of 2015.
- The Madera Center bookstore has been working with the Oakhurst Center by visiting the campus to sell books to students. This year a book buy-back was added. Oakhurst received \$4,000 in sales. Students were also able to return rented books to Madera at the Oakhurst site.
- Hosted a back-to-school barbeque.
- Tenaya Lodge held a job fair last year that was very successful. They have returned again this year.
- Ms. Piper thanked Nate Saari for his work on the food pantry and for including Oakhurst. Fifteen Oakhurst students participated in the food pantry.
- Oakhurst Center was involved in several community events over the past year including a coat drive, Kid's Day, and the annual Community Unity event.
- Ms. Piper introduced Oakhurst student Dave Bulawsky who spoke about his academic goals and his college experience at Oakhurst and the other SCCC campuses.

Student Success: Student Learning Outcomes Update

Dr. George Railey introduced Lorraine Smith from Fresno City College, Eileen Apperson from Reedley College and Eric Fritz from Willow International Community College Center. They provided information on the 2012 ACCJC Student Learning outcomes

Proficiency Report results, as well as future steps and goals.

Reports of Board
Members

FCC Student Trustee Ben Andersen reported the following:

- Over 150 people from FCC, including several students, participated in the Kids' Day newspaper drive, benefiting Children's Hospital. FCC raised over \$6,000.
- FCC theater department presented *Fantastic Mr. Fox*.
- A spring vendor fair took place on campus March 18-20.
- The FCC Women's' Studies Program held a discussion about women in the tech industry.
- Asian American Month opening day ceremony took place on March 26.
- FCC will be hosting a new event called "sober spring break."

RC Student Trustee Gabriella Campos reported the following:

- Safari Days will take place on April 4-5, 2015. There will be many activities planned on campus for faculty, staff, students and the community.
- ASG reviewed the Reedley College Accreditation Report and provided input.
- Several Reedley College students will be attending the California Community College Student Affairs Association general assembly, also known as CCCSAA in May.

Trustee Barreras thanked Dr. John Fitzer and staff for hosting the Spring Extravaganza. It was a well-attended, successful event.

Trustee Caglia was asked to meet with some of the local PG&E representatives in Fresno. They are talking to the public about a new transmission line in the Central Valley. They have partnered with Citizen's Energy Corporation. Citizen's Energy wants to partner with the district and develop a program similar to the Power Pathways program. An analysis conducted by Cal Poly economists identified significant local economic benefits for this project, including several hundred new jobs, \$3 million in tax revenues during construction, \$1.6 million annually after construction, and a nearly \$50 million economic impact. He asked to keep this on the radar.

Trustee Payne reported the following:

- Participated in mock interviews at Sunnyside High School on March 20
- Attended the West Fresno Initiative meeting with over 20 community partners on March 27

Reports of Board
Members (continued)

- Attended the opening day for Asian American Month on March 26, and he thanked John Cho for his work on the event

Trustee Leal reported the following:

- Attended the Valley Business Awards on March 6, where Richard Caglia's father was honored
- Met with Gurdeep He'Bert on March 11 and the director of the Southeast Fresno Workforce Development Department
- Attended the Fresno County Trustees dinner meeting at DO North on March 18
- Attended the board retreat with fellow board members and staff. It was a very worthwhile event
- He thanked Richard Caglia for asking him to participate in the meeting with PG&E

Trustee Smith reported the following:

- She attended the Renaissance Feast and was pleased that the student speaker was a former alternative education student. Those students have potential and she is happy to know that the district reaches out to these types of students.

Trustee Nishinaka reported the following:

- He congratulated David Clark for receiving the Dr. Harold Haak Award for Educational Excellence for Business Education Partnerships at the annual Compact luncheon.
- He attended the Valley Business Round Table discussion on the water crisis on March 6.
- He attended the Renaissance Feast for Scholars on March 8.
- He attended the Latino Faculty Association scholarship fundraiser at Fulton 55 on March 14.
- He attended the Fresno County School Trustees dinner meeting, hosted by the district on March 18.
- He attended the Madera Center Spring Extravaganza on March 20.
- He attended the Westside Initiative Advisory committee meeting on March 27.

Trustee Patterson thanked staff for the board retreat. He said it was great to see the board coming together. He thanked the college presidents for the great job they are doing on the campuses.

| | |
|---|--|
| Future Agenda Items | Trustee Smith requested a report on services for students who have mental health issues. Trustee Patterson requested an update on the Affordable Care Act and the implications for the students. |
| Consideration of Consent Agenda <u>Action</u> | <p>President Patterson asked for a motion to approve consent agenda items 14-18HR through 14-22HR and 14-25G through 14-33G, as presented.</p> <p>It was moved by Trustee Barreras and seconded by Trustee Nishinaka that the Board of Trustees approve consent agenda items 14-18HR through 14-22HR and 14-25G through 14-33G, as presented. The motion passed without dissent.</p> |
| Employment, Change of Status, Transfer, Resignation, Retirement, Academic Personnel [14-18HR] <u>Action</u> | Approve the academic personnel recommendations, items A through E, as presented |
| Employment, Change of Status, Leave of Absence, Resignation, Retirement, Classified Personnel [14-19HR] <u>Action</u> | Approve the classified personnel recommendations, items A through F, as presented |
| Consideration to Approve Increase in Positions #8507 and #8508, Permanent Part-Time Instructional Assistant – Nursing, Fresno City College, from 10 Months to 12 Months [14-20HR] <u>Action</u> | Approve the increase from 10 months to 12 months for positions #8507 and #8508, Permanent Part-Time Instructional Assistant – Nursing, Fresno City College |

Consideration to
Approve New
Position with
Proposed Title of
Research Assistant,
Fresno City College
[14-21HR]
Action

Approve the new position with the proposed title of Research Assistant, Fresno City College

Consideration to
Approve an Increase
in Compensation for
Student Aide
Positions, Effective
July 1, 2014, Due to
California Minimum
Wage Increase
[14-22HR]
Action

Approve a \$1.00 per hour increase for Student Aide I through Student Aide IV positions, effective July 1, 2014

Review of District
Warrants and Checks
[14-25G]
Action

Review and approve the warrants register for the following accounts:

| <u>Account:</u> | <u>Amount:</u> | <u>For the Period</u> <u>of:</u> |
|---------------------------------------|-------------------------|-------------------------------------|
| District | \$14,890,525.80 | 2/11/14 to 3/10/14 |
| Fresno City College Bookstore | 302,140.62 | 2/12/14 to 3/11/14 |
| Reedley College Bookstore | 145,032.91 | 2/12/14 to 3/11/14 |
| Fresno City College Co- Curricular | 107,280.61 | 2/11/14 to 3/10/14 |
| Reedley College Co-Curricular | 80,474.04 | 2/11/14 to 3/11/14 |
| Total: | <u>\$ 15,525,453.98</u> | |

Consideration of
Claim, Cheryl
Harbottle
[14-26G]
Action

In accordance with established procedures, reject the claim submitted by Cheryl Harbottle and direct the deputy chancellor or vice chancellor of finance and administration to give written notice of said action to the claimant

Consideration of Bids,
Soccer Field, Willow
International
Community College
Center
[14-27G]
Action

Award Bid #1314-10 in the amount of \$64,450 to Bush Engineering, Inc., the lowest responsible bidder for the soccer field at the Willow International Community College Center; and authorize the deputy chancellor or vice chancellor of finance and administration to sign an agreement on behalf of the district

Consideration to
Authorize Agreement
for Intrusion
Detection and Access
Control System,
Willow International
Community College
Center
[14-28G]
Action

Authorize an agreement with Sebastian Corporation in the amount of \$16,143.05 for the installation of Interlogix/Verex Intrusion Detection and Access Control Systems at Willow International Community College Center and future locations; and authorize the deputy chancellor or vice chancellor of finance and administration to sign an agreement on behalf of the district

Consideration to
Authorize Agreement
for Purchase of
Wireless Network
Equipment,
Districtwide
[14-29G]
Action

Approve participation in Western States Contracting Alliance Contract #B27177 for Aerohive Wireless Network Technology; and authorize purchase orders to be issued against this cooperative agreement for the purchase of approved technology items, as may be needed districtwide

Consideration to
Approve Study
Abroad Program,
Brazilian Amazon,
Summer 2015
[14-30G]
Action

Approve the offering of the summer 2015 program in Brazil and approve Rodney Olsen and Aaron Pankratz as instructors for this program

Consideration to
Approve Study
Abroad Program,
Ireland, Summer
2015
[14-31G]
Action

Approve the offering of the summer 2015 program in Ireland and approve Susana Sosa and Rosemarie Guglielmino as instructors for this program

Consideration to
Approve Study
Abroad Program
Sweden and
Denmark, Summer
2015
[14-32G]
Action

Approve the offering of the summer 2015 program in Sweden and Denmark and approve Kirk Kawagoe and Kent McCorkle as instructors for this program

Consideration to
Authorize Process for
Transfer of Student
Credit Balances to
General Fund
[14-33G]
Action

Authorize the deputy chancellor or his designee to initiate the process for the transfer of long-standing credit balances by placing a public notice in The Fresno Bee, with board action to approve the transfer of funds at the June 2014 board meeting

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

California Community
College Trustees
2014 Ballot for Board
of Directors
[14-35]
Action

A motion was made by Trustee Nishinaka and seconded by Trustee Smith that the Board of Trustees authorize the board secretary to cast a ballot for up to eight individuals, as directed, from the list of candidates for the 2014 California Community College Trustees board election. The motion passed without dissent.

Consideration to
Approve Proposed
2014-2015 Lottery
Decision Package and
Accept the 2013-
2014 Lottery
Expenditure Reports
[14-36]
Action

A motion was made by Trustee Leal and seconded by Trustee Payne that the Board of Trustees approve the 2014-2015 Lottery Decision Package recommendations, as presented, and accept the 2013-2014 Lottery Expenditure Reports. The motion passed without dissent.

Consideration of Bids,
2014 Pavement
Rehabilitation, Fresno
City College and
Career and
Technology Center
[14-37]
Action

A motion was made by Trustee Barreras and seconded by Trustee Caglia that the Board of Trustees award Bid #1314-11 in the amount of \$326,000 to B & B Construction Services, the lowest responsible bidder for the 2014 Pavement Rehabilitation at Fresno City College and the Career and Technology Center; and authorize the deputy chancellor or vice chancellor of finance and administration to sign an agreement on behalf of the district. The motion passed without dissent.

Public Comment

None

Closed Session

President Patterson stated that in closed session the board will discuss the following:

- A. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE, Pursuant to Government Code Section 54957
- B. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION: Significant exposure to litigation pursuant to Section 54956.9(b); one potential case
- C. CONFERENCE WITH LABOR NEGOTIATOR [SCFT Full-time Bargaining Unit; SCFT Part-time Bargaining Unit]; Diane Clerou, Pursuant to Government Code Section 54957.6
- D. PUBLIC EMPLOYMENT, Pursuant to Government Code Section 54957
 - 1. Vice President of Instruction, Reedley College
 - 2. Deputy Chancellor/Interim Chancellor

President Patterson called a recess at 6:30 p.m.

Open Session

The board moved into open session at 8:20 p.m.

President Patterson stated the board did not take any reportable action during closed session.

Consideration to
Appoint Vice
President of
Instruction, Reedley
College
[14-38]
Action

A motion was made by Trustee Leal and seconded by Trustee Payne that the Board of Trustees appoint Mr. Jan Dekker as the Vice President of Instruction, Reedley College, with placement on the management salary schedule at a monthly salary of \$12,054 effective April 2, 2014.

The motion passed without dissent.

Consideration to
Appoint Deputy
Chancellor/Interim
Chancellor
[14-39]
Action

A motion was made by Trustee Caglia and seconded by Trustee Smith that the Board of Trustees appoint Dr. Bill F. Stewart as Deputy Chancellor effective March 18, 2014, and as Interim Chancellor effective April 2, 2014, with a monthly salary of \$18,333.33 effective March 18, 2014.

The motion passed by the following roll call vote:

| | <u>YES</u> | <u>NO</u> |
|-----------------|------------|-----------|
| Isabel Barreras | 1 | |
| Richard Caglia | 1 | |
| John Leal | 1 | |
| Ron Nishinaka | 1 | |
| Eric Payne | | 1 |
| Dorothy Smith | 1 | |
| Pat Patterson | 1 | |

Trustee Payne stated he hopes the district will move forward in the national search for a new chancellor. He reiterated that he did not support the process.

Adjournment

The meeting was adjourned at 8:30 p.m. by unanimous consent.

Dorothy Smith
Secretary, Board of Trustees
State Center Community College District

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(Unapproved) MINUTES OF REGULAR MEETING OF
STATE CENTER COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
March 4, 2014

Call to Order A regular meeting of the Board of Trustees of the State Center Community College District was called to order by President Pat Patterson at 6:30 p.m. on March 4, 2014, in the Reedley College Student Center 100, 995 N. Reed Avenue, Reedley, California.

Trustees Present Pat Patterson, President
Ron Nishinaka, Vice President
Dorothy Smith, Secretary (left at 7:00 p.m.)
Isabel Barreras
Richard Caglia
John Leal
Eric Payne
Ben Anderson, Student Trustee, Fresno City College
Gabriela Campos, Student Trustee, Reedley College

Also present were:
Deborah G. Blue, Chancellor, SCCC
Ed Eng, Vice Chancellor of Finance and Administration, SCCC
George Railey, Vice Chancellor of Educational Services and Institutional Effectiveness, SCCC
Tony Cantu, President, Fresno City College
Sandra Caldwell, President, Reedley College
Deborah Ikeda, Campus President, Willow International Community College Center
Diane Clerou, Assoc. Vice Chancellor of Human Resources, SCCC
Brian Speece, Associate Vice Chancellor of Business and Operations, SCCC
Greg Taylor, General Counsel, SCCC
Teresa Patterson, Executive Director, Public and Legislative Relations, SCCC
Nina Acosta, Executive Secretary to the Chancellor, SCCC

Introduction of Sandra Caldwell introduced Superintendent of Kings Canyon Unified
Guests School District Juan Garza. Mr. Garza stated Kings Canyon Unified School district has a great partnership and working relationship with Reedley Middle College High School. There are only 13 middle college high schools in California. He said the Kings Canyon Unified School district board and committee look forward to a long-term relationship with Reedley College. They are in the process of

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| Introduction of Guests (continued) | completing a needs assessment and study that should provide a good plan for growth over the next ten years. They will begin to develop a plan with Reedley College to build a facility on the Reedley College campus that will serve between 400 and 600 students, and will work jointly with Reedley College to develop maintenance, staffing, facilities, and curriculum. |
| Delegations, Petitions and Communications | Kathleen Swan provided follow-up information on her concerns regarding the Willow International bookstore. M. Jewell Riversmith asked about the status of the chancellorship for State Center Community College District. Board President Patterson stated information will be available in Ed Eng's office on March 5, 2014. |
| Approval of Minutes | The minutes of the February 4, 2014, and February 18, 2014, meetings were presented for approval. A motion was made by Trustee Barreras and seconded by Trustee Smith to approve the minutes of the February 4, 2014, and February 18, 2014, meetings, as presented. The motion passed without dissent. |
| Reedley College Partnership for Sanger Unified High School District Agriculture Career Academy | Dr. Sandra Caldwell described the Sanger agriculture program to the board. She thanked the Resnick family for their support. She introduced Sanger Unified Superintendent Navo who stressed the importance of this program for the Sanger community. The possibility to create a pathway that enables students to obtain a degree in agriculture beginning in the seventh grade is very important for the future of the students and community. This could not be accomplished without the partnership with Reedley College. Mr. Dave Clark provided additional details on the Sanger Agricultural Academy. He provided information on Paramount Farms and its parent company Roll Global. Mr. Clark stated the academy will serve students from Avenal, McFarland, and Sanger high schools and Paramount Academy in 2014. Wasco High School will hopefully be added in 2015. Mr. Clark introduced Dr. Eric Barba and Dr. Noemi Donoso from Roll Global. Dr. Donoso stated on behalf of Paramount agricultural companies, it is an honor to work in partnership with Reedley College and Sanger Unified School District. |

Reedley College
Partnership for
Sanger Unified High
School District
Agriculture Career
Academy (continued)

President Patterson, Richard Caglia and Ron Nishinaka thanked Paramount for their support of Reedley College and the community. John Leal thanked Dr. Caldwell for follow through with this project. Mr. Caglia stated the need for the types of job skills that this program will be able to facilitate are underserved. Ms. Barreras stated this program will be a model for other schools across the state.

SCCCD and Fresno
Unified School
District
Memorandum of
Understanding for
Dual Enrollment

George Railey explained that the Fresno Unified School District has entered into a concurrent enrollment partnership with State Center Community College District. He introduced Sally Fowler and Ellie Honardoost from Fresno Unified. This partnership shall adhere to the Title V Education Code provision governing concurrent enrollment, specified in Section 48800 and Subsection 48802, 3 (a and b), Section 76002, B (3), as well as Senate Bill 292. The Memorandum of Understanding includes the following wording:

Allowances and Apportionments

48802, Section 3 (a):

For purposes of allowances and apportionments from Section B of the State School Fund, a community college shall be credited with additional units of average daily attendance attributable to the attendance of pupils at the community college as special part-time students pursuant to this article and as set forth in Section 76002.

48802, Section 3 (b):

A school district whose pupils attend a community college as special part-time students pursuant to this article shall, for purposes of allowances and apportionments from Section A of the State School Fund, continue to receive credit for attendance by those pupils computed in the manner prescribed by law, and a pupil's attendance at school for the minimum school day shall be deemed a day of attendance for purposes of making the computation.

76002, Section B(3)

If the class is offered at a high school campus, the class shall not be held during the time the campus is closed to the general public, as defined by the governing board of the school district during a regularly scheduled board meeting.

Senate Bill 292 (1996):

School districts can claim full ADA for dually enrolled students as long as they are enrolled and attend high school for 240 minutes. For the purposes of the concurrent enrollment partnership,

SCCCD and Fresno
Unified School
District
Memorandum of
Understanding for
Dual Enrollment
(continued)

Fresno Unified School District defines a “regular school day” as at least 240 minutes of instruction in high school credit only courses. FUSD will allow all concurrent enrollment State Center Community College District courses offered on high school campuses to be open to the general public. All non-high school enrollees are expected to adhere to all high school campus rules and policies.

FUSD High Schools will provide:

Listing of courses requesting “dual enrollment” to be agreed on by both parties

Classroom(s)

Roster of high school students to be registered for each course

Instructional faculty

State Center Community College District will:

Determine courses and course sections that will be “dual enrolled” courses

Register all high school students

Provide support and instructions to the high school faculty and staff regarding grades, attendance, syllabus, and other pertinent information.

Insurance:

Each party shall obtain, pay for, and maintain in effect during the life of this MOU the following policies of insurance issued by an insurance company rated not less than "A-V" in Best Insurance Rating Guide and admitted to transact business in California: (1) commercial general liability (including contractual, products, and completed operations coverage, bodily injury, and property damage liability) with single combined limits not less than one million dollars (\$1,000,000) per occurrence and an aggregate of (\$3,000,000); (2) commercial automobile liability for "any auto" with combined single limits of liability not less than one million dollars (\$1,000,000) per occurrence and an aggregate of three million dollars (\$3,000,000); (3) professional liability (errors and omissions) with a limit of liability not less than one million dollars (\$1,000,000) per occurrence and an aggregate of three million dollars (\$3,000,000); and (4) workers' compensation insurance as required under state law.

Each party's policy shall contain an endorsement naming the other party as an additional insured insofar as this MOU is concerned, and provide that written notice shall be given to the other party at least 30 days prior to cancellation or material change in the form of the policy or reduction in coverage. Each party shall furnish the other with a certificate of insurance

SCCCD and Fresno
Unified School
District
Memorandum of
Understanding for
Dual Enrollment
(continued)

containing the endorsements required under this section, and each party shall have the right to inspect the other party's original insurance policies upon request. Upon notification of receipt of a notice of cancellation, change, or reduction in a party's coverage, that party shall immediately file with the other party a certified copy of the required new or renewal policy and certificates for such policy.

Nothing in this section concerning minimum insurance requirements shall reduce a party's liability or obligations under the indemnification provisions of this MOU. The parties acknowledge that both parties are permissibly self-insured under California law. These provisions may not be voided, modified nor waived by a related ISA.

Indemnification:

Each party shall indemnify, defend, and hold harmless the other party, its affiliates and their respective directors, officers, contractors, subcontractors, agents, customers, employees from and against any and all liabilities, suits, actions, claims, demands, damages, losses, expenses and costs of every kind and character (including, without limitation, reasonable attorney fees, court costs, and expert witness fees) suffered or incurred by, or asserted or imposed against the other party, its affiliates and their respective directors, officers, contractors, sub-contractors, agents, customers, employees, and assigns to the extent resulting from, connected with, or arising out of its negligent or wrongful acts or omissions (or that of its employees, contractors, sub-contractors, agents or representatives) as it relates to its obligations under this Agreement.

This agreement will terminate on June 30, 2018. The parties shall review the agreement annually and confer regarding proposed modifications. The agreement may be modified only by mutual written agreement of both parties. Either party may unilaterally terminate this agreement with or without cause by giving 90-day written notice to the other party.

Presidents' Reports

Mr. Cantu reported on topics of interest from Fresno City College. Copies of the report were provided to the board and interested attendees. Copies of the report may be obtained by contacting the Fresno City College president's office.

Dr. Caldwell reported on topics of interest from Reedley College and the Madera and Oakhurst centers. Copies of the report were provided to the board and interested attendees. Copies of the report

Presidents' Reports
(continued)

may be obtained by contacting the Reedley College president's office.

Ms. Ikeda reported on topics of interest from the Willow International Community College Center. Copies of the report were provided to the board and interested attendees. Copies of the report may be obtained by contacting the Willow International campus president's office.

Chancellor's Report

Dr. Blue reported the following:

- ACCCA Presentation—Dr. Blue had the opportunity to present along with Drs. Railey and Blackwood at the ACCA conference in San Diego. The presentation, "Connecting Strategic Conversation to Planning Outcomes" focused on the process the district uses to gather input from stakeholder groups.
- Wall of Honor—Dr. Blue reported that Dr. Jothany Blackwood was honored by the district at the African American Historical and Cultural Museum's Wall of Honor ceremony. Congratulations to Dr. Blackwood and all the honorees: Ms. Pearl Mangum, Ms. Lois Williams and Mr. Ralph Gant.
- Renaissance Feast—Dr. Blue gave details for the Renaissance Feast on March 8, 2014.
- SCUP Presentation—Dr. Blue will present, along with Drs. Railey and Blackwood, at the SCUP Pacific Regional Conference in Hollywood. The presentation, "Implementing District Office Administrative Unit Review in a Multi-College District" will focus on the district's efforts to bring district office areas in alignment with program review that is routinely done on the campuses.

Academic Senate
Report

Reedley College Academic Senate President Stephanie Curry reported on the following:

- Last year we honored faculty member Jason Asman with a certificate of recognition for his work in redesigning the Aviation Maintenance Program at Reedley College in order to facilitate student success. We also honored our ASCCC award nominees. The Exemplary Program nominee went to the Reedley College STEM Program and our Hayward Award nominee was Dr. Kathleen Reyna, Part-time Instructor in Political Science at Reedley and Madera.
- So far this semester we have approved a Distance Education Web Advisor Statement on potential on campus meetings, reviewed Institutional Learning Outcome language to make it more inclusive for multiple types of student goals and provided

Academic Senate
Report (continued)

- feedback on the District Technology and Human Resource Plans.
- This semester the RCAS will continue to work with Vice Chancellor-Ed Eng to resolve our concerns about the District Resources Allocation Model. We are primarily concerned with its potential impact on CTE and other high cost programs district wide. These programs are a vital part of the Community College mission and essential component of the District Strategic Plan.
 - To this end the Senate is working with Dr. Caldwell and the Reedley College members of the DBRAAC committee to identify data and examples of tiered or formula funding models. This data will be presented to the DBRAAC committee for consideration in the SCCCD model.
 - This month we will also be reviewing the Cycle 4 Program Review Handbook. Thank you to Eileen Apperson who has guided the college through Cycle 3 as Program Review Chair since 2009.
 - The Academic Senates at Fresno, Willow and Reedley are also eager to work with Dr. Railey and Lori Morton on ensuring faculty involvement in the AB86 Higher Ed Consortium Grant as it involves issues of curriculum and student success
 - Meetings are on the second and fourth Tuesdays at 2pm in Reedley, Madera and Oakhurst and we would like to invite you anytime to attend one of our Senate Meetings.

Classified Senate
Report

Reedley College Classified Senate President Nate Saari reported the following:

- MOR Student Food Pantry distributed to over 90 individuals at the last event. Future distribution dates are February 6, March 13 and April 10.
- MOR Kampus Kudos for promoting positivity on campus received between 75-100 submissions. Submissions are entered into a monthly drawing.
- Over 90 Valentines Appreciation Grams were purchased.
- Classified Senate is gearing up to send two representatives and more if possible to the 4C's Conference June 19-21, 2014 in Ventura.
- Classified Senate is sponsoring two MOR scholarships for classified employees who are pursuing their education.
- Classified Senate Elections will be held in April. They are pursuing new leadership to build on senate momentum.
- The 14th Annual Classified Professionals Mega Conference: A Call to Adventure is scheduled for April 15.

| | |
|---|--|
| Associated Student Government | Reedley College Student Trustee Gabriela Campos, on behalf of the Associated Student Government at Reedley College, provided a recap of the events that have taken place on the campus since the beginning of the school year. |
| Innovations in Tutorial Services | Dr. Sandra Caldwell introduced staff from the Reedley College tutorial services. Kathleen Landon, Janine Nkosi, Rebecca Reimer, Rebecca Snyder, and Dayna Sperry provided information on the various tutorial services offered at Reedley College. |
| Districtwide Facilities Priority Lists for Potential Bond Measure | Brian Speece gave an overview of proposed projects for the public opinion survey for a potential bond measure. Mr. Speece reminded the board that they will review the priority list in more detail during the board retreat at the end of the month. |
| Reports of Board Members | <p>FCC Student Trustee Ben Andersen reported the following:</p> <ul style="list-style-type: none">• ASG led seven campus tours for six elementary schools.• There are a full calendar of event s for African American history month• Attended the K-12 Summit on February 6• Campus hosted a blood drive on February 6• ICC club rush event was held on February 12• Students attend the Title V open forums on February 28 <p>Trustee Barreras reported the following:</p> <ul style="list-style-type: none">• Attended the ACCT National Legislative Summit. It was great to be able to lobby for various issues and hear some great speakers, such as Marco Rubio. <p>Trustee Payne reported the following:</p> <ul style="list-style-type: none">• Attended Brown vs. Board of Education colloquium at Fresno City College honoring the 60 years anniversary• Attended the ACCT legislative Conference• Attended the African American Historical and cultural Museum Wall of Honor Induction Ceremony on February 27• Attended the African American Heritage awards, hosted by Henry T. Perea, honoring Dr. Deborah G. Blue for her great work in the community• Attended the Trailblazers Awards <p>Trustee Leal reported the following:</p> <ul style="list-style-type: none">• Attended the K-12 Summit on February 6• Attended the ACCT Legislative Conference |

Reports of Board
Members (continued)

- Attended the EdCare monthly meeting on February 18
- Attended Assembly Member Henry Perea’s “Making the Affordable Care Act Work for Our Community” event in Kerman on February 24
- Attended the African American Historical and Cultural Museum Wall of Honor Induction Ceremony on February 27
- Met with Southeast Fresno Community Educational Development Association Director Jose Leon Barraza to support efforts to get the word out about the work they do in the community, and noted they are having an information “Spring Fest” on April 5

Trustee Nishinaka reported the following:

- Attended the SCCC Foundation’s Strategic Plan Charrette on February 5
- Participated in the SCCCD Streamlining Student Success: Bridging K-12 & Community Colleges Summit on February 6
- Toured the FCC Applied Technology facilities with representatives of the Express Employment Professionals on February 7. He thanked interim dean Rick Christl for the highly informative tour.
- Attended the RC Literary Arts fundraiser event which was held in the campus library on February 8
- Attended the SCCCD CITD’s International Trade Symposium at the World Ag Expo in Tulare on February 11
- Met with Rick Christl and Dr. George Railey to discuss the re-instatement of a districtwide vocational education advisory committee. This would be a top level district committee similar to the SCCC Foundation’s Chancellors Circle with business owners, CEO’s, etc.
- Attended the informational hearing, “The Need for a 2014 Water Bond – Local Perspectives,” held at the OAB on February 20
- Attended Assembly Member Henry Perea’s “Making the Affordable Care Act Work for Our Community” event in Kerman on February 24
- Attended the African American Historical and Cultural Museum Wall of Honor Induction Ceremony on February 27.

Trustee Patterson reported the following:

- Attended the ACCT Legislative Conference

Consent Agenda
Action

President Patterson asked for a motion to approve consent agenda items 14-04HR through 14-17HR and 14-14G through 14-24G, as presented.

Consent Agenda
Action
(continued)

It was moved by Trustee Barreras and seconded by Trustee Nishinaka that the Board of Trustees approve consent agenda items 14-04HR through 14-17HR and 14-14G through 14-24G, as presented.

The motion passed as follows:

Ayes - 6

Noes - 0

Absent - 1 (Smith)

Employment, Change
of Status, Leave of
Absence, Retirement,
Academic Personnel
[14-04HR]
Action

Approve the academic personnel recommendations, items A through C, as presented

Employment, Change
of Status, Transfer
Resignation,
Retirement, Classified
Personnel
[14-05HR]
Action

Approve the classified personnel recommendations, items A through H, as presented

Consideration to
Approve Employment
of Adjunct Faculty,
Spring 2014
[14-06HR]
Action

Approve the employment of adjunct faculty ;members for Fresno City College, Reedley College (including Madera and Oakhurst centers), and Willow International Community College Center for spring 2014, as listed

Consideration to
Approve Academic
Personnel Teaching in
Secondary Subject
Area
[14-07HR]
Action

In accordance with Section 52060 of Title 5 of the California Code of Regulations, adopt the following resolution:

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

WHEREAS, it is the intention of this board to provide such

Consideration to
Approve Academic
Personnel Teaching in
Secondary Subject
Area
[14-07HR]
Action
(continued)

authorization as needed to carry out the educational programs of the institutions of this district during the 2014-2015 academic year;

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

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

Consideration to
Approve 2014-2015
Contract Status of
Academic Personnel
[14-08HR]
Action

Pursuant to Education Code Sections 87605, 87608 and 87609, approve the attached list of academic personnel for re-employment for the 2014-2015 academic year, as indicated, subject to assignment by the chancellor and salary placement, as adopted by the Board of Trustees

Consideration to
Approve New Duties
as a Result of
Reclassification,
Scholarship Specialist
[14-09HR]
Action

Approve the new duties resulting from a reclassification of an existing position to Scholarship Specialist

Consideration to
Approve Revised
Duties for the
Webmaster
Classification
Specification
[14-10HR]
Action

Approve the revised duties for the Webmaster classification specification

Consideration to
Approve New
Position with
Proposed Title of
Webmaster, Fresno
City College
[14-11HR]
Action

Approve a new position with the proposed title of Webmaster,
Fresno City College

Consideration to
Approve Revised
Library Services
Assistant Duties
[14-12HR]
Action

Approve the revised Library Services Assistant duties

Consideration to
Approve Extension of
Limited Term
Accounting
Technician I Position,
Fresno City College
[14-13HR]
Action

Approve the extension of the limited term accounting technician I,
Position #2075, for an additional six months at Fresno City College,
effective March 5, 2014

Consideration to
Approve Limited
Term Part-Time
Accounting
Technician II Position,
Willow International
Community College
Center
[14-14HR]
Action

Approve the six-month limited term part-time accounting technician
II position at Willow International Community College Center

Consideration to
Approve Title Change
of Vacant Director of
Career Technology
Center to Director of
Distance Education
and Instructional
Technology, Fresno
City College
[14-15HR]

Approve changing the position of Director of the Career and
Technology Center to the position of Director of Distance Education
and Instructional Technology, Fresno City College

Action

Consideration to
Approve Title Change
of Vacant Dean of
Instruction, Library
and Student Learning
Support Services to
Dean of Instruction,
Student Success and
Learning, Fresno City
College
[14-16HR]

Approve changing the Dean of Instruction, Library and Student
Learning Support Services position to the Dean of Instruction,
Student Success and Learning, Fresno City College

Action

Consideration to
Approve an Increase
in Art Model Wage
[14-17HR]

Approve the increase in art model wage from \$8.64 to \$10.25 per
hour effective March 5, 2014

Action

Review of District
Warrants and Checks
[14-14G]

Review and approve the warrants register for the following accounts:

Action

| <u>Account:</u> | <u>Amount:</u> | <u>For the Period of:</u> |
|---------------------------------------|-----------------|---------------------------|
| District | \$13,947,169.08 | 1/15/14 to 2/10/14 |
| Fresno City College Bookstore | 469,676.67 | 1/15/14 to 2/11/14 |
| Reedley College Bookstore | 304,124.68 | 1/15/14 to 2/11/14 |
| Fresno City College Co- Curricular | 79,276.63 | 1/15/14 to 2/10/14 |

| | | | |
|---|-------------------------------|-------------------------|--------------------|
| Review of District Warrants and Checks [14-14G] | Reedley College Co-Curricular | 55,277.38 | 1/11/14 to 2/10/14 |
| | Total: | <u>\$ 14,855,524.44</u> | |

Action
(continued)

Consideration of Report of Investments [14-15G]

Accept the Quarterly Investment Report, as provided by the County of Fresno, for the quarter ending December 31, 2013

Action

Consideration to Approve 2014-2015 Residence Hall and Meal Plan Rates, Reedley College [14-16G]

Establish the residence hall annual rate for 2014-2015 at \$3,378 (\$1,689 per semester) plus a non-refundable contract fee of \$150; and establish the mandatory residence hall meal plan rate at \$1,650 (\$825 per semester) with an optional augmented plan at \$2,450 (\$1,225 per semester)

Action

Consideration to Approve Proposed SCCC Child Development Centers' Rates [14-17G]

Approve the proposed SCCC Child Development Centers' rates for fiscal years 2014-2015 and 2015-2016, as presented

Action

Consideration of Bids, Health Sciences Dental Lab Flooring, Fresno City College [14-18G]

Award Bid#1314-07 in the amount of \$41,768 to Marko Construction Group, Inc., the lowest responsible bidder for Health Sciences Dental Lab Flooring at Fresno City College; and authorize the chancellor or vice chancellor of finance and administration to sign an agreement on behalf of the district

Action

Consideration of Bids, Student Services Second Floor Remodel, Fresno City College [14-19G]

Award Bid #1314-08 in the amount of \$47,854 to Ardent General, Inc., the lowest responsible bidder for the Student Services Second Floor Remodel at Fresno City College; and authorize the chancellor or vice chancellor of finance and administration to sign an agreement on behalf of the district

Action

Consideration to
Accept Construction
Project, OAB Parking
Lot and Landscape
Improvement Project,
Fresno City College
[14-20G]
Action

Accept the project for OAB Parking Lot and Landscape Improvement, Fresno City College; and authorize the chancellor or her designee to file a Notice of Completion with the County Recorder

Consideration to
Accept Construction
Project, Student
Services Courtyard
Concrete
Improvements,
Fresno City College
[14-21G]
Action

Accept the project for Student Services Courtyard Concrete Improvements, Fresno City College; and authorize the chancellor or her designee to file a Notice of Completion with the County Recorder

Consideration to
Accept Construction
Project, ADA
Upgrades,
Campuswide,
Reedley College
[14-22G]
Action

Accept the project for ADA Upgrades, Campuswide, Reedley College; and authorize the chancellor or her designee to file a Notice of Completion with the County Recorder

Consideration to
Accept Construction
Project, Aeronautics
Building, Reedley
College
[14-23G]
Action

Accepted the project for the Aeronautics Building, Reedley College; and authorize the chancellor or her designee to file a Notice of Completion with the County Recorder

Consideration to Authorize Agreements for Purchase of Videoconferencing Improvements, Districtwide [14-24G] Action

- a) Approve participation in TX-DIR Contract #EDIR-SDD-1492 for Avaya Videoconferencing Technology;
- b) Approve participation in CMAS Contract #3-09-70-1488B for Avaya Videoconferencing Technology;
- c) Approve participation in WSCA Contract #7wn2002 for Avaya Videoconferencing Technology; and
- d) Authorize purchase orders to be issued against these cooperative agreements for the purchase of approved technology items as may be needed, districtwide

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

Assignment of Board Representatives for Graduation Ceremonies [14-29] Action

Board President Patterson asked trustees for their participation at the 2014 graduation ceremonies at Fresno City College, Reedley College, and the Willow International and Madera community college centers on May 23, 2014.

Trustees Smith and Payne will attend FCC’s ceremony.
Trustees Barreras and Leal will attend Madera Center’s ceremony.
Trustees Patterson and Nishinaka will attend Reedley College’s ceremony.
Trustee Caglia will attend Willow International’s ceremony.

Consideration to Adopt 2014-2015 Budget Guiding Principles and Priorities [14-30] Action

A motion was made by Trustee Barreras and seconded by Trustee Caglia that the Board of Trustees adopt as presented or modify the 2014-2015 Budget Guiding Principles and Priorities.

The motion passed as follows:

| | | |
|--------|---|-----------|
| Ayes | - | 6 |
| Noes | - | 0 |
| Absent | - | 1 (Smith) |

Consideration of Bids, Exterior Lighting Retrofit, Districtwide [14-31] Action

A motion was made by Trustee Payne and seconded by Trustee Leal that the Board of Trustees award Bid #1314-09 in the amount of \$1,072,062 to Contra Costa Electric, Inc., the lowest responsible bidder for the Exterior Lighting Retrofit, Districtwide; and authorize the chancellor or vice chancellor of finance and administration to sign an agreement on behalf of the district.

The motion passed as follows:

| | | |
|--------|---|-----------|
| Ayes | - | 6 |
| Noes | - | 0 |
| Absent | - | 1 (Smith) |

Consideration of Bids,
Student Center
Remodel, Madera
Center
[14-32]
Action

A motion was made by Trustee Caglia and seconded by Trustee Nishinaka that the Board of Trustees award Bid #1314-05 in the amount of \$528,415 to Ardent General, Inc., the lowest responsible bidder for the Student Center Remodel at the Madera Center; and authorize the chancellor or vice chancellor of finance and administration to sign an agreement on behalf of the district.

The motion passed as follows:

| | | |
|--------|---|-----------|
| Ayes | - | 6 |
| Noes | - | 0 |
| Absent | - | 1 (Smith) |

Consideration of Bids,
Life Science Building
Room 6 Remodel,
Reedley College
[14-33]
Action

A motion was made by Trustee Caglia and seconded by Trustee Leal that the Board of Trustees award Bid #1314-06 in the amount of \$236,857 to Marko Construction Group, Inc., the lowest responsible bidder for the Life Science Building Room 6 Remodel at Reedley College; and authorize the chancellor or vice chancellor of finance and administration to sign an agreement on behalf of the district.

The motion passed as follows:

| | | |
|--------|---|-----------|
| Ayes | - | 6 |
| Noes | - | 0 |
| Absent | - | 1 (Smith) |

Delegations,
Petitions, and
Communications

None

Closed Session

President Patterson stated that in closed session the board will discuss the following:

- A. CONFERENCE WITH LABOR NEGOTIATOR [SCFT Full-time Bargaining Unit; SCFT Part-time Bargaining Unit, California School Employees Association Bargaining Unit, and SCCC Peace Officers Association]; Diane Clerou, Pursuant to Government Code Section 54957.6
- B. PUBLIC EMPLOYMENT, Pursuant to Government Code Section 54957
 - A. Dean of Student Services, Counseling, Fresno City College

President Patterson called a recess at 8:20 p.m.

Open Session

The board moved into open session at 8:35 p.m.

President Patterson stated the board did not take any reportable action during closed session.

Consideration to
Appoint Dean of
Student Services,
Counseling, Fresno
City College

A motion was made by Trustee Leal and seconded by Trustee Barreras that the Board of Trustees appoint Ms. Monica Cuevas as the Dean of Student Services, Counseling, Fresno City College, with placement on the management salary schedule at Range 62, Step 8 (\$11,365 monthly), effective March 5, 2014.

[14-34]

Action

The motion passed as follows:

| | | |
|--------|---|-----------|
| Ayes | - | 6 |
| Noes | - | 0 |
| Absent | - | 1 (Smith) |

Adjournment

The meeting was adjourned at 8:40 p.m. by unanimous consent.

Dorothy Smith
Secretary, Board of Trustees
State Center Community College District

:na

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 6, 2014

SUBJECT: Change of Status, Retirement,
Academic Personnel

ITEM NO. 14-23HR

EXHIBIT: Academic Personnel Recommendations

Recommendation:

It is recommended the Board of Trustees approve the academic personnel recommendations, items A through B, as presented.

ACADEMIC PERSONNEL RECOMMENDATIONS

- A. Recommendation to accept change of status for the following persons:

| <u>Name</u> | <u>Campus</u> | <u>Effective Date</u> | <u>Position</u> |
|-----------------|---------------|-----------------------|----------------------------------|
| Bolt, Sandra | FCC | August 7, 2014 | Business & Technology Instructor |

(Reduction to part-time employment status prior to retirement per Article XVIII, Section 4 of the SCFT Collective Bargaining Unit Contract)

| | | | |
|-----------------|-----|----------------|---------------------------------|
| Sause, James | FCC | August 7, 2014 | Computer Information Technology |
|-----------------|-----|----------------|---------------------------------|

(Reduction to part-time employment status prior to retirement per Article XVIII, Section 4 of the SCFT Collective Bargaining Unit Contract)

- B. Recommendation to accept the resignation for the purpose of retirement from the following persons:

| <u>Name</u> | <u>Campus</u> | <u>Effective Date</u> | <u>Position</u> |
|------------------------|---------------|-----------------------|------------------------------|
| Covington, Jeanette | FCC | May 24, 2014 | DSP&S Instructor |
| Brennan, Jennifer | FCC | June 10, 2014 | Coordinator, Health Services |

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 6, 2014

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

ITEM NO. 14-24HR

EXHIBIT: Classified Personnel Recommendations

Recommendation:

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

CLASSIFIED PERSONNEL RECOMMENDATIONS

A. Recommendation to employ the following persons as probationary:

| Name | Location | Classification | Range/Step/Salary | Date |
|----------------------|----------|--|---------------------------------------|------------|
| Avalos, Antonio | WI | Custodian Position No. 5006 | 41-A \$2,923.92/mo. | 04/14/2014 |
| Campagna, Teresa | DO | Buyer Position No. 1126 | 61-C \$4,897.00/mo. | 04/21/2014 |
| Needham, Brittany | DO | Human Resources Management Systems (HRMS) Analyst – PPT Position No. 1018 | 63-A (Confidential) \$29.01/hr. | 04/21/2014 |

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

| Name | Location | Classification | Range/Step/Salary | Date |
|------------------------|----------|---|---------------------|------------|
| Shahbazi, Mohammad | RC | Instructional Laboratory Technician – Biological Science Position No. 3147 | 53-A \$21.07/hr. | 03/10/2014 |
| Cruz, Veronica | RC | Financial Aid Assistant I – PPT Position No. 3131 | 57-A \$23.25/hr. | 03/17/2014 |
| Tovar, Alejandra | MC | Financial Aid Assistant I – PPT Position No. 3131 | 57-A \$23.25/hr. | 03/17/2014 |
| Lynch, Michael | RC | Custodian Position No. 3060 | 41-A \$15.69/hr. | 03/18/2014 |
| Wyrick, Mitti | RC | Food Service Worker II Position No. 3070 | 36-A \$13.88/hr. | 03/24/2014 |
| Luna Mendoza, Tomas | MC | Custodian Position No. 4021 | 41-A \$15.69/hr. | 04/01/2014 |
| Thao, Meng | FCC | Physical Education Attendant Position No. 2149 | 43-A \$16.51/hr. | 04/02/2014 |

C. Recommendation to employ the following persons as limited term (Ed Code 88105):

| Name | Location | Classification | Range/Step/Salary | Date |
|---------------------|----------|--|---------------------|----------------------------------|
| Brase, Elizabeth | FCC | Accounting Technician I Position No. 2075 | 57-A \$23.25/hr. | 03/05/2014 thru 09/04/2014 |
| Hatai, Diane | WI | Accounting Technician II – PPT Position No. 5044 | 61-A \$25.62/hr. | 03/05/2014 thru 09/04/2014 |

D. Recommendation to approve the promotion of the following regular employees:

| Name | Location | Classification | Range/Step/Salary | Date |
|--------------------------|----------|--|--|------------|
| Campbell, Samerah | DO | Human Resources Analyst Position No. 1063 to Director of Human Resources Position No. 1050 | 64-E \$5,808.83/mo. to 57-1 (Mgmt) \$8,247.83/mo. | 03/20/2014 |
| Bosworth, Christopher | DO | Police Officer Position No. 1088 to Police Sergeant Position No. 1093 | 57-E \$5,119.92/mo. to 67-B \$5,630.50/mo. | 03/27/2014 |

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

| Name | Location | Classification | Range/Step/Salary | Date |
|--|----------|---|---|----------------------------------|
| Barthold-McKay, Doris | DO | Administrative Secretary I (Confidential) Position No. 1045 to Executive Secretary to the Chancellor Position No. 1041 | 50-E (Confidential) \$4,791.83/mo. to 61-A (Confidential) \$5,151.58/mo. | 03/07/2014 thru 03/21/2014 |
| (Working out of class per Personnel Commission Rule 3-15) | | | | |
| Wilson, Barbara | WI | Financial Aid Assistant I Position No. 5056 to Financial Aid Assistant II Position No. 5056 | 57-E \$5,019.92/mo. to 60-E \$5,397.92/mo. | 03/17/2014 thru 04/04/2014 |
| (Working out of class per Article 33, Section 8, of the CSEA contract) | | | | |
| Campbell, Samerah | DO | Director of Human Resources Position No. 1050 to Human Resources Analyst Position No. 1063 | 57-1 (Mgmt) \$8,247.83/mo. to 64-E \$5,808.83/mo. | 03/19/2014 |

(Return to regular assignment)

- E. Recommendation to approve the change of status of the following regular employees: (Cont'd)

| Name | Location | Classification | Range/Step/Salary | Date |
|--------------------------|----------|--|---|------------|
| Bosworth, Christopher | DO | Police Sergeant Position No. 1093 to Police Officer Position No. 1088 | 67-B \$5,630.50/mo. to 57-E \$5,119.92/mo. | 03/26/2014 |

(Return to regular assignment)

- F. Recommendation to approve the leave of absence of the following employee (regular):

| Name | Location | Classification | Date |
|-----------------|----------|--------------------------------|----------------------------------|
| Vasquez, Joe | FCC | Custodian Position No. 2135 | 04/01/2014 thru 04/30/2014 |

(Unpaid Health Leave of Absence per Article 14 of the CSEA contract)

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

| Name | Location | Classification | Date |
|-----------------------|----------|--|------------|
| Kaiser, Michael | RC | Custodian Position No. 3108 | 03/21/2014 |
| Obermire, Margaret | WI | Instructional Technician – Microcomputer Lab – PPT Position No. 5013 | 04/02/2014 |

- H. Recommendation to accept the resignation for the purpose of retirement for the following regular employees:

| Name | Location | Classification | Date |
|-------------------------|----------|---|------------|
| Fox Avedesian, Robin | DO | Human Resources Specialist Position No. 1037 | 04/30/2014 |
| Ramirez, Judith | FCC | Educational Advisor Position No. 2111 | 04/30/2014 |
| Valdez, Ruben | FCC | General Utility Worker Position No. 2170 | 04/30/2014 |

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 6, 2014

SUBJECT: Consideration to Approve Two Six-Month
Limited Term Painter Positions, Districtwide

ITEM NO. 14-25HR

EXHIBIT: None

Background:

Due to high usage, the only time painting of curbs, parking stalls, benches, crosswalks, and campus facilities can occur is during the summer when student traffic is reduced. Other exterior painting can be done before and after the summer break. Presently the operations department has an unfilled painter position and there is no current plan for replacing that position. In order to catch up the backlog of painting, administration is recommending the approval of two six-month limited term painter positions.

Recommendation:

It is recommended the Board of Trustees approve two six-month limited term painter positions, districtwide, effective May 7, 2014, through November 7, 2014.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 6, 2014

SUBJECT: Consideration to Approve Programmer Analyst ITEM NO. 14-26HR
Revised Duties

EXHIBIT: None

Background:

Due to a retirement within the information systems department, there is a vacant programmer analyst position. According to the director of classified personnel, the classification specification of programmer analyst needs to be revised in order to more accurately reflect the duties of this position and current industry practices and standards. Updating the classification specification for this position should help to ensure a strong pool of candidates. According to Education Code Section 88009, the Board of Trustees shall fix and prescribe the duties to be performed by all persons in the classified service. Following the Board of Trustees' approval of these duties, the director of classified personnel, in accordance with Education Code Section 88095, will recommend minimum qualifications along with the knowledge and abilities required for this position to the Personnel Commission for their approval. The district will then meet and negotiate a salary placement with CSEA, as required by California Government Code Section 3543.2.

Examples of Duties:

Performs a wide variety of duties including, but not limited to:

- Analyzes the needs of the District and provides technical support for the Information Systems department, such as coding, designing, implementing and debugging programs.
- Writes, analyzes, reviews, and rewrites programs, using workflow charts and diagrams, and applying knowledge of computer capabilities, subject matter, and symbolic logic.
- Tests and debugs programs and/or systems for accuracy and proficiency.
- Provides support of third-party systems related to interfacing with our Enterprise Resource Planning system.
- Prepares detailed workflow charts and diagrams that describe input, output, and logical operation, and converts them into a series of instructions coded in a computer language.
- Modifies acquired application software using tables, profiles and other vendor supplied customization tools to reflect approved changes specified by the users.

- Participates in all phases of the system's development life cycle with a focus on computer application systems, including maintenance, support or technical services.
- Analyzes end users' data needs and develops user-oriented solutions which interface with existing applications.
- Conducts trial runs of programs and software applications to produce desired information and ensure instructions are correct.
- Corrects errors by making appropriate changes and then rechecking the program to ensure desired results.
- Revises, repairs, or expands existing programs to increase operating efficiency or adapt to new requirements.
- Maintains and assists in problem solving on current production programs.
- Assists in the development of test data used in checking the accuracy and completeness of computer processing results.
- Calculates project timelines and completion date estimates, using project planning techniques.
- Recommends improved operational procedures to maximize system efficiency.
- In cooperation with the end user, tests application software to assure accuracy, integrity, interoperability and completeness to achieve desired results.
- Trains users, validates ability to use and run applications, and document testing and training results.
- Provides technical assistance and guidance in the form of training or documentation to the users, programmers, and operations staff.
- Writes or revises program documentation, operations documentation, and user guides in accordance with standards.
- Ensures system integrity and assists in installation of technological upgrades.
- Maintains current knowledge and skills of programming standards.
- Performs other duties as assigned.

Recommendation:

It is recommended the Board of Trustees approve the revised duties for programmer analyst.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 6, 2014

SUBJECT: Consideration to Approve Reorganization of Instructional Technician – Farm Laboratory, Instructional Technician – Agricultural Mechanics, and Nursery Assistant Positions

ITEM NO. 14-27HR

EXHIBIT: None

Background:

Reedley College administration has reviewed staffing of the farm, agricultural and horticulture departments. Due to changes over time and cross-discipline uses of the facilities for the programs in the areas of forestry, agri-business, and farming, it has been determined we need to combine the two instructional technician classification specifications and one nursery assistant classification specification that support these areas. All three positions currently have incumbents in them. This reorganization would combine these three classification specifications into one instructional technician for farm, agricultural, and natural resources. All three current employees would then perform the duties of the new classification specification. This will allow for maximum flexibility within the departments.

According to Education Code Section 88009, the Board of Trustees shall fix and prescribe the duties to be performed by all persons in the classified service. Following the Board of Trustees' approval of these duties, the director of classified personnel, in accordance with Education Code Section 88095, will recommend minimum qualifications along with the knowledge and abilities required for this position to the Personnel Commission for their approval. The district will then meet and negotiate a salary placement with CSEA as required by California Government Code Section 3543.2.

Recommendation:

It is recommended the Board of Trustees approve the reorganization of Instructional Technician – Farm Laboratory, Instructional Technician – Agricultural Mechanics, and Nursery Assistant to Instructional Technician – Farm, Agricultural, and Natural Resources, effective May 7, 2014.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 6, 2014

SUBJECT: Consideration to Approve Instructional
Technician – Farm, Agricultural, and Natural
Resources Duties

ITEM NO. 14-28HR

EXHIBIT: None

Background:

As the result of a proposed reorganization, administration is recommending the approval of a new classification specification of instructional technician – farm, agricultural, and natural resources. The examples of duties listed below reflect the duties being performed by three separate classifications. They are instructional technician – farm laboratory, instructional technician – agricultural mechanics, and the nursery assistant. According to Education Code Section 88009, the Board of Trustees shall fix and prescribe the duties to be performed by all persons in the classified service. Following the Board of Trustees' approval of these duties, the director of classified personnel, in accordance with Education Code Section 88095, will recommend minimum qualifications along with the knowledge and abilities required for this position to the Personnel Commission for their approval. The district will then meet and negotiate a salary placement with CSEA as required by the California Government Code Section 3543.2.

Examples of Duties:

Performs a variety of duties related to the agriculture and natural resources programs including but not limited to:

- Demonstrates proper techniques and use of tools and equipment for students during laboratory classes.
- Prepares instruments, equipment, tools and facilities for laboratory classes in a variety of environments.
- Maintains livestock facilities and cares for livestock to include feeds, waters, observes for illness and unusual behavior.
- Collects debris, refuse, and animal waste from farm and removes using brooms, shovels, rakes or other tools in order to clear site using proper safety techniques.
- Prepares soil for planting, disking, plowing, fertilizing, cultivating and irrigating in order to adjust to seasonal changes in accordance with planned use.

- Implements schedule for cultivating, fertilizing, harvesting and irrigating crops.
- Assists with contracts for farm labor services and monitors the work of laborers.
- Identifies and conducts treatment for diseases in planted areas to prevent contamination.
- Uses proper tools to install, repair, and maintain irrigation systems to ensure efficient operation.
- Maintains agricultural and natural resources equipment in safe operating condition by performing routine maintenance such as sharpening blades, lubricating and replacing parts as needed.
- Applies pesticides, herbicides and fertilizers utilizing proper application techniques and appropriate amounts for the upkeep of crops and elimination of pests and weeds.
- Orders parts, supplies and instructional materials, maintains inventory and equipment, and processes orders upon delivery.
- Collects, tracks, stores and coordinates the disposal of hazardous chemicals, materials and toxic waste in accordance with regulations and other guidelines.
- Operates, diagnoses, transports and repairs farm/construction tractors and equipment.
- Inspects engines and student repair work.
- Monitors students in class, lab and farm/shop situations.
- Transports students and equipment to various sites for lab demonstrations.
- Fabricates, welds, and builds materials and parts for purposes of demonstrations, modifications and repairs.
- Ensures and enforces safety and security of the lab according to established procedures, policies, and laws.
- Screens, selects, trains, evaluates and provides work direction for student workers.
- Participates in seminars, workshops and other training programs to stay current with rules, regulations, and industry best practices.
- Performs other duties as needed.

Recommendation:

It is recommended the Board of Trustees approve the Instructional Technician – Farm, Agricultural, and Natural Resources duties.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 6, 2014

SUBJECT: Consideration to Approve New Position with Proposed Title of Administrative Assistant, Willow International Community College Center

ITEM NO. 14-29HR

EXHIBIT: None

Background:

Currently the Willow International Community College Center Vice President of Administrative Services operates without clerical support. To meet the secretarial support needs of a vice president level position and to ensure districtwide staffing consistency, administration is recommending the addition of an administrative assistant. This position will be funded through the resource allocation model that will be implemented in 2014-2015.

Examples of Duties:

Performs a wide variety of secretarial work, including but not limited to:

- Typing, proof-reading, checking, composing correspondence and recording information on records from general instructions.
- Tracks budget expenditures and prepares reports.
- Schedules and prepares materials for meetings and appointments.
- Enters and retrieves data from computer system in appropriate format
- Conducts research on problem areas and prepares reports.
- Initiate and coordinate procedural modifications.
- Assign and review the work of other employees and students assigned to the department
- May perform other duties as needed.

Recommendation:

It is recommended the Board of Trustees approve the new position with the proposed title of Administrative Assistant, Willow International Community College Center, effective July 1, 2014.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 6, 2014

SUBJECT: Review of District Warrants and Checks

ITEM NO. 14-34G

EXHIBIT: None

Recommendation:

It is recommended the Board of Trustees review and approve the warrants register for the following accounts:

| <u>Account:</u> | <u>Amount:</u> | <u>For the Period of:</u> |
|-----------------------------------|-------------------------|---------------------------|
| District | \$17,740,998.29 | 3/11/14 to 4/15/14 |
| Fresno City College Bookstore | 111,927.52 | 3/12/14 to 4/14/14 |
| Reedley College Bookstore | 205,495.67 | 3/12/14 to 4/14/14 |
| Fresno City College Co-Curricular | 118,613.66 | 3/11/14 to 4/13/14 |
| Reedley College Co-Curricular | 109,117.43 | 3/12/14 to 4/09/14 |
| Total: | <u>\$ 18,286,152.57</u> | |

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 6, 2014

SUBJECT: Consideration to Approve Quarterly
 Budget Transfers and Adjustments Report

ITEM NO. 14-35G

EXHIBIT: Budget Transfers and Adjustments Report

Background:

The enclosed Budget Transfers and Adjustments Report reflects budget adjustments through the period ending March 31, 2014. The adjustments represent changes to meet the on-going needs of the district, including categorically funded programs, educational needs of the campuses, and new grants and agreements.

Recommendation:

It is recommended the Board of Trustees approve the March 31, 2014, Budget Transfers and Adjustments Report.

**STATE CENTER COMMUNITY COLLEGE DISTRICT
GENERAL FUND - ALL FUNDING
Revenue Budget Adjustments/Transfers
As of 3/31/14**

| | <u>Adopted Budget</u> | <u>Budget Adj/Transfers</u> | <u>Current Budget</u> |
|-----------------------------|---------------------------|---------------------------------|---------------------------|
| 81000 | FEDERAL REVENUES | | |
| 81200 | \$ 8,373,514 | \$ 59,889 | \$ 8,433,403 |
| 81300 | 2,907,071 | 234,038 | 3,141,109 |
| 81400 | 240,707 | 1,089 | 241,796 |
| 81500 | 162,750 | 62,761 | 225,511 |
| 81600 | 20,576 | 1,673 | 22,249 |
| 81700 | 1,476,107 | 1 | 1,476,108 |
| 81990 | 2,823,943 | 215,805 | 3,039,748 |
| Total | <u>16,004,668</u> | <u>575,256</u> | <u>16,579,924</u> |
| 86000 | STATE REVENUES | | |
| 86100 | 77,199,858 | 1,911,349 | 79,111,207 |
| 86200 | 6,875,084 | 1,925,660 | 8,800,744 |
| 86300 | 17,722,272 | - | 17,722,272 |
| 86500 | 2,103,079 | 1,354,210 | 3,457,289 |
| 86700 | 500,000 | - | 500,000 |
| 86800 | 5,050,000 | - | 5,050,000 |
| 86900 | - | - | - |
| Total | <u>109,450,293</u> | <u>5,191,219</u> | <u>114,641,512</u> |
| 88000 | LOCAL REVENUES | | |
| 88100 | 30,000,000 | - | 30,000,000 |
| 88200 | - | - | - |
| 88300 | 810,862 | 350,090 | 1,160,952 |
| 88400 | 19,533 | - | 19,533 |
| 88500 | 85,000 | - | 85,000 |
| 88600 | 300,000 | - | 300,000 |
| 88700 | 8,811,018 | - | 8,811,018 |
| 88800 | 1,770,000 | - | 1,770,000 |
| 88900 | 1,316,878 | 34,884 | 1,351,762 |
| Total | <u>43,113,291</u> | <u>384,974</u> | <u>43,498,265</u> |
| Total General Fund Revenues | <u>\$ 168,568,252</u> | <u>\$ 6,151,449</u> | <u>\$ 174,719,701</u> |

**STATE CENTER COMMUNITY COLLEGE DISTRICT
GENERAL FUND - ALL FUNDING
Revenue Budget Adjustments/Transfers
As of 3/31/14**

| | <u>Adopted Budget</u> | <u>Budget Adj/Transfers</u> | <u>Current Budget</u> |
|-------------------------------|---------------------------|---------------------------------|---------------------------|
| 89000 OTHER FIN SOURCES | | | |
| 89100 Proceeds/Fixed Assets | 10,000 | - | 10,000 |
| 89400 Proceeds/Long-Term Debt | - | - | - |
| 89800 Incoming Transfers | 858,840 | 97,464 | 956,304 |
| Total Other Financing Sources | \$ 868,840 | 97,464 | \$ 966,304 |
| | | | |
| Total District Revenues | <u>\$ 169,437,092</u> | <u>\$ 6,248,913</u> | <u>\$ 175,686,005</u> |

**STATE CENTER COMMUNITY COLLEGE DISTRICT
GENERAL FUND - ALL FUNDING
Expenditure Budget Adjustments/Transfers
As of 3/31/14**

| | <u>Adopted Budget</u> | <u>Budget Adj/Transfers</u> | <u>Current Budget</u> |
|-------|---------------------------|---------------------------------|---------------------------|
| 91000 | ACADEMIC SALARIES | | |
| 91100 | \$ 37,918,980 | \$ (69,778) | \$ 37,849,202 |
| 91200 | 18,177,817 | 358,898 | 18,536,715 |
| 91300 | 14,829,363 | 94,478 | 14,923,841 |
| 91400 | 4,444,127 | 528,656 | 4,972,783 |
| | <u>75,370,287</u> | <u>912,254</u> | <u>76,282,541</u> |
| 92000 | CLASSIFIED SALARIES | | |
| 92100 | 27,451,920 | 293,505 | 27,745,425 |
| 92200 | 1,828,157 | - | 1,828,157 |
| 92300 | 3,490,661 | 253,494 | 3,744,155 |
| 92400 | 1,448,314 | 60,575 | 1,508,889 |
| | <u>34,219,052</u> | <u>607,574</u> | <u>34,826,626</u> |
| 93000 | BENEFITS | | |
| 93100 | 6,003,170 | 56,601 | 6,059,771 |
| 93200 | 3,650,618 | 65,636 | 3,716,254 |
| 93300 | 3,484,527 | 42,808 | 3,527,335 |
| 93400 | 16,476,887 | 47,139 | 16,524,026 |
| 93500 | 97,433 | 1,217 | 98,650 |
| 93600 | 1,893,953 | 27,325 | 1,921,278 |
| 93700 | 99,099 | 14,613 | 113,712 |
| 93900 | - | - | - |
| | <u>31,705,687</u> | <u>255,339</u> | <u>31,961,026</u> |
| 94000 | SUPPLIES & MATERIALS | | |
| 94300 | 1,748,650 | (369,913) | 1,378,737 |
| 94400 | 2,172,046 | 369,215 | 2,541,261 |
| 94500 | 31,830 | 2,609 | 34,439 |
| | <u>3,952,526</u> | <u>1,911</u> | <u>3,954,437</u> |

**STATE CENTER COMMUNITY COLLEGE DISTRICT
GENERAL FUND - ALL FUNDING
Expenditure Budget Adjustments/Transfers
As of 3/31/14**

| | <u>Adopted Budget</u> | <u>Budget Adj/Transfers</u> | <u>Current Budget</u> |
|---------------------------------|---------------------------|---------------------------------|---------------------------|
| 95000 OTHER OPER EXPENSES | | | |
| 95100 Utilities | 4,907,296 | 6,705 | 4,914,001 |
| 95200 Rents, Leases and Repairs | 2,981,803 | 286,459 | 3,268,262 |
| 95300 Travel & Conference | 2,189,723 | 435,524 | 2,625,247 |
| 95400 Dues & Memberships | 287,516 | 10,477 | 297,993 |
| 95500 Pers. & Cons. Services | 3,461,700 | 573,696 | 4,035,396 |
| 95600 Insurance | 1,164,280 | (13,504) | 1,150,776 |
| 95700 Advertising & Printing | 744,609 | 29,822 | 774,431 |
| 95900 Other | 1,565,797 | 208,783 | 1,774,580 |
| Total | <u>17,302,724</u> | <u>1,537,962</u> | <u>18,840,686</u> |
| 96000 CAPITAL OUTLAY | | | |
| 96100 Sites | - | - | - |
| 96200 Site Improvement | 183,812 | 69,011 | 252,823 |
| 96400 Bldg Renov & Improvements | 2,008,463 | (18,680) | 1,989,783 |
| 96500 New Equipment | 5,573,277 | 738,229 | 6,311,506 |
| 96800 Library Books | 282,340 | 163,400 | 445,740 |
| Total | <u>8,047,892</u> | <u>951,960</u> | <u>8,999,852</u> |
| Total General Fund Expenditures | <u>\$ 170,598,168</u> | <u>\$ 4,267,000</u> | <u>\$ 174,865,168</u> |
| 97000 OTHER OUTGO | | | |
| 97100 Debt Service | - | - | - |
| 97200 Intrafund Transfers | 344,000 | 97,464 | 441,464 |
| 97300 Interfund Transfers | 3,005,440 | 6 | 3,005,446 |
| 97500 Student Financial Aid | 107,740 | 43,405 | 151,145 |
| 97600 Other Payments/Students | 1,029,462 | 402,764 | 1,432,226 |
| 97900 Contingencies | 2,582,657 | (373,711) | 2,208,946 |
| Total Other Outgo | <u>\$ 7,069,299</u> | <u>\$ 169,928</u> | <u>\$ 7,239,227</u> |
| Total District Expenditures | <u>\$ 177,667,467</u> | <u>\$ 4,436,928</u> | <u>\$ 182,104,395</u> |

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 6, 2014

SUBJECT: Financial Analysis of Enterprise and
Special Revenue Operations

ITEM NO. 14-36G

EXHIBIT: Financial Analysis

Background:

The financial analysis for the enterprise and special revenue operations for the quarter ended March 31, 2014, are attached. The report includes a combined balance sheet and combined statement of revenues and expenditures for the enterprise operations, which consists of the bookstores at Fresno City and Reedley College. The special revenue operations are comprised of the Reedley College cafeteria and residence hall.

The cafeteria operation currently reflects a negative financial position with expenditures exceeding revenues. The bookstore and residence hall operations show a positive financial position.

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, 2014**

| | ENTERPRISE | | | SPECIAL REVENUE | | |
|---|---------------------|---------------------|---------------------|-------------------|-----------------------|-------------------|
| | FCC BOOKSTORE* | RC BOOKSTORE* | TOTAL | RC CAFETERIA* | RC RESIDENCE HALL* | TOTAL |
| ASSETS | | | | | | |
| Cash in County Treasury | \$ - | \$ - | \$ - | \$ 88,683 | \$ 313,273 | \$ 401,956 |
| Cash in Bank | 3,236,801 | 729,490 | 3,966,291 | 85,769 | 3,140 | 88,909 |
| Revolving Cash Fund | 20,200 | 27,000 | 47,200 | 2,500 | - | 2,500 |
| Accounts Receivable | 467,589 | 182,321 | 649,910 | 39,645 | 64,051 | 103,696 |
| Due from RC Bookstore | 925,000 | - | 925,000 | - | - | - |
| Due from Other Funds | - | - | - | - | 46,420 | 46,420 |
| Prepaid Expenses | 5,031 | 3,893 | 8,924 | - | - | - |
| Inventory | 1,343,027 | 1,049,594 | 2,392,621 | 25,864 | - | 25,864 |
| Total Current Assets | \$ 5,997,648 | \$ 1,992,298 | \$ 7,989,946 | \$ 242,461 | \$ 426,884 | \$ 669,345 |
| Fixed Assets (Net) | \$ 66,618 | \$ 100,983 | \$ 167,601 | \$ - | \$ - | \$ - |
| TOTAL ASSETS | \$ 6,064,266 | \$ 2,093,281 | \$ 8,157,547 | \$ 242,461 | \$ 426,884 | \$ 669,345 |
| LIABILITIES & FUND BALANCE | | | | | | |
| Accounts Payable | \$ 60,634 | \$ 33,665 | \$ 94,299 | \$ - | \$ - | \$ - |
| Due to FCC Bookstore | - | 925,000 | 925,000 | - | - | - |
| Due to Other Funds | 14,055 | 78,577 | 92,632 | 155,887 | - | 155,887 |
| Warrants Payable | - | - | - | 57,914 | 31,315 | 89,229 |
| Total Current Liabilities | \$ 74,689 | \$ 1,037,242 | \$ 1,111,931 | \$ 213,801 | \$ 31,315 | \$ 245,116 |
| Unreserved Fund Balance | \$ 4,626,350 | \$ (20,555) | \$ 4,605,795 | \$ 296 | \$ 395,569 | \$ 395,865 |
| Reserved Fund Balance | 1,363,227 | 1,076,594 | 2,439,821 | 28,364 | - | 28,364 |
| Total Fund Balance | \$ 5,989,577 | \$ 1,056,039 | \$ 7,045,616 | \$ 28,660 | \$ 395,569 | \$ 424,229 |
| TOTAL LIABILITIES & FUND BALANCE | \$ 6,064,266 | \$ 2,093,281 | \$ 8,157,547 | \$ 242,461 | \$ 426,884 | \$ 669,345 |

*Does Not Include Indirect Charges

**STATE CENTER COMMUNITY COLLEGE DISTRICT
ENTERPRISE & SPECIAL REVENUE OPERATIONS
STATEMENT OF REVENUE & EXPENDITURES
Period Ending MARCH 31, 2014**

| | ENTERPRISE | | | SPECIAL REVENUE | | |
|--|---------------------|---------------------|---------------------|--------------------|-----------------------|-------------------|
| | FCC BOOKSTORE* | RC BOOKSTORE* | TOTAL | RC CAFETERIA* | RC RESIDENCE HALL* | TOTAL |
| TOTAL SALES | \$ 4,760,314 | \$ 2,766,378 | \$ 7,526,692 | \$ 591,409 | \$ 394,391 | \$ 985,800 |
| LESS COST OF GOODS SOLD | | | | | | |
| Beginning Inventory | \$ 1,017,308 | \$ 719,318 | \$ 1,736,626 | \$ 25,084 | \$ - | \$ 25,084 |
| Purchases | 3,760,180 | 2,344,672 | 6,104,852 | 232,463 | - | 232,463 |
| Sub-Total | 4,777,488 | 3,063,990 | 7,841,478 | 257,547 | - | 257,547 |
| Ending Inventory | 1,343,027 | 1,049,594 | 2,392,621 | 25,864 | - | 25,864 |
| Cost of Sales | 3,434,461 | 2,014,396 | 5,448,857 | 231,683 | - | 231,683 |
| GROSS PROFIT ON SALES | \$ 1,325,853 | \$ 751,982 | \$ 2,077,835 | \$ 359,726 | \$ 394,391 | \$ 754,117 |
| OPERATING EXPENDITURES | | | | | | |
| Salaries | \$ 504,135 | \$ 469,318 | \$ 973,453 | \$ 252,078 | \$ 145,319 | \$ 397,397 |
| Benefits | 161,256 | 159,533 | 320,789 | 131,144 | 60,815 | 191,959 |
| Depreciation | 66,618 | 8,235 | 74,853 | - | - | - |
| Supplies | 7,858 | 9,351 | 17,209 | 3,957 | 3,247 | 7,204 |
| Utilities & Housekeeping | 17,084 | 15,699 | 32,783 | - | 90,542 | 90,542 |
| Rents, Leases & Repairs | 14,753 | 15,007 | 29,760 | 7,089 | 262 | 7,351 |
| Other Operating | 263,715 | 191,030 | 454,745 | 19,547 | 7,408 | 26,955 |
| TOTAL OPERATING EXPENDITURES | \$ 1,035,419 | \$ 868,173 | \$ 1,903,592 | \$ 413,815 | \$ 307,593 | \$ 721,408 |
| NET OPERATING REVENUE (LOSS) | \$ 290,434 | \$ (116,191) | \$ 174,243 | \$ (54,089) | \$ 86,798 | \$ 32,709 |
| OTHER REVENUE | | | | | | |
| Vending | \$ - | \$ - | \$ - | \$ 2,373 | \$ - | \$ 2,373 |
| Interest | - | 61 | 61 | 686 | 2,624 | 3,310 |
| Other | 32,964 | 30,133 | 63,097 | 1,576 | 2,959 | 4,535 |
| Book Rental | 305,552 | 171,322 | 476,874 | - | - | - |
| OTHER EXPENSES | | | | | | |
| Transfer to Co-Curricular | \$ 140,400 | \$ 5,000 | \$ 145,400 | \$ - | \$ - | \$ - |
| Capital Outlay | - | - | - | - | 7,550 | 7,550 |
| NET REVENUE (LOSS) | \$ 488,550 | \$ 80,325 | \$ 568,875 | \$ (49,454) | \$ 84,831 | \$ 35,377 |
| District Provided General Fund Support | | | | \$ 36,073 | \$ 38,046 | 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, 2014

SUBJECT: Consideration to Adopt Resolution
Authorizing Notice of Intent to Establish
2014-2015 Appropriations Limit (Gann)

ITEM NO. 14-37G

EXHIBIT: Resolution #2014.03

Background:

In November 1979 the voters passed Proposition 4 (Gann), which effectively places an appropriations limit on each public entity within the state. The appropriations limit base was derived from the amount an entity had appropriated in its budget during the 1978-1979 fiscal year. The base is annually adjusted upward in accordance with the inflationary allowance relating to the Consumer Price Index, as well as by population increase. Under Senate Bill 1352, enacted by the legislature to implement Proposition 4, it is necessary for each public entity to establish its appropriations limit for a given year prior to the last day of the previous fiscal year. It is further necessary for the governing body to provide fifteen days in which the public may examine the documentation used in arriving at the appropriations limit. Further legislation modified the method for computing the limit, but the notification provisions remain the same.

The enclosed resolution is intended to notify the public that the appropriations limit for 2014-2015 has been established and will be officially approved at a regular meeting of the Board on June 3, 2014.

Recommendation:

It is recommended the Board of Trustees adopt Resolution #2014.03, Notice of Intent to Establish an Appropriations Limit for the 2014-2015 Fiscal Year.

**STATE CENTER COMMUNITY COLLEGE DISTRICT
RESOLUTION NO. 2014.03**

**NOTICE OF INTENT TO ESTABLISH AN APPROPRIATIONS LIMIT
FOR THE 2014-2015 FISCAL YEAR**

WHEREAS, on November 6, 1979, the People of the State of California adopted Proposition 4, the Gann Initiative, which added Article XIII B to the State Constitution; and

WHEREAS, said Article and Section 7900, et seq., of the Government Code require this Board to establish, by Resolution, at a regular or special meeting, its appropriations limit for the 2014-2015 fiscal year; and

WHEREAS, said Article and Section 7900, et seq., of the Government Code further require this Board to notify the public at least fifteen (15) days prior to the holding of such meeting.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The public is hereby notified that at 4:30 p.m., on June 3, 2014, the governing board of the State Center Community College District will hold a meeting at 1525 East Weldon Avenue, Fresno, California, to establish its appropriations limit for the 2014-2015 fiscal year.
2. The public is further notified that the documentation used in the determination of said appropriations limit is available to any person who wishes to examine or inspect the same, either prior to, during, or after said meeting.
3. The chancellor of this district or her designee is hereby directed to post a copy of this resolution at least fifteen (15) days prior to June 3, 2014, in order to inform the public of the matters contained herein.

The foregoing Resolution was adopted upon motion of Trustee _____, 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, 2014, the following vote:

AYES: _____ NOES: _____ ABSENT: _____ ABSTAIN: _____

Board of Trustees Secretary
State Center Community College District

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 6, 2014

SUBJECT: Acknowledgement of Quarterly Financial
Status Report, General Fund

ITEM NO. 14-38G

EXHIBIT: Quarterly Financial Status Report

Background:

Enclosed is the March 31, 2013, Quarterly Financial Status Report (CCFS-311Q) for the district general fund, as required for California community college districts (ECS 84043). In accordance with state instructions, a copy of the report was forwarded electronically to the State Chancellor's Office.

Projections for the revenue, expenditures, and other sources/uses are based on the adopted final budget and amended for additional funding or programs as they are received. Actual revenues and expenditures through the quarter ending March 31, 2014, when compared to the current budget, are 64.0% and 73.4%, respectively.

Projected FTES for 2013-2014 at the first period reporting is 26,488, which is approximately 1.84% above our anticipated funded FTES cap.

Recommendation:

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

**CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE**

Quarterly Financial Status Report, CCFS-311Q
VIEW QUARTERLY DATA

CHANGE THE PERIOD ▼

Fiscal Year: 2013-2014

District: (570) STATE CENTER

Quarter Ended: (Q3) Mar 31, 2014

| Line | Description | As of June 30 for the fiscal year specified | | | |
|--|---|---|--------------------|--------------------|------------------------|
| | | Actual 2010-11 | Actual 2011-12 | Actual 2012-13 | Projected 2013-2014 |
| I. Unrestricted General Fund Revenue, Expenditure and Fund Balance: | | | | | |
| A. | Revenues: | | | | |
| A.1 | Unrestricted General Fund Revenues (Objects 8100, 8600, 8800) | 146,106,767 | 131,730,319 | 134,634,694 | 141,013,795 |
| A.2 | Other Financing Sources (Object 8900) | 4,796,166 | 1,021,448 | 207,124 | 868,840 |
| A.3 | Total Unrestricted Revenue (A.1 + A.2) | 150,902,933 | 132,751,767 | 134,841,818 | 141,882,635 |
| B. | Expenditures: | | | | |
| B.1 | Unrestricted General Fund Expenditures (Objects 1000-6000) | 138,745,180 | 135,019,378 | 135,000,899 | 142,978,107 |
| B.2 | Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600) | 4,757,132 | 831,061 | 427,892 | 3,126,464 |
| B.3 | Total Unrestricted Expenditures (B.1 + B.2) | 143,502,312 | 135,850,439 | 135,428,791 | 146,104,571 |
| C. | Revenues Over(Under) Expenditures (A.3 - B.3) | 7,400,621 | -3,098,672 | -586,973 | -4,221,936 |
| D. | Fund Balance, Beginning | 33,913,762 | 41,314,383 | 38,215,711 | 37,628,737 |
| D.1 | Prior Year Adjustments + (-) | 0 | 0 | -1 | 0 |
| D.2 | Adjusted Fund Balance, Beginning (D + D.1) | 33,913,762 | 41,314,383 | 38,215,710 | 37,628,737 |
| E. | Fund Balance, Ending (C. + D.2) | 41,314,383 | 38,215,711 | 37,628,737 | 33,406,801 |
| F.1 | Percentage of GF Fund Balance to GF Expenditures (E. / B.3) | 28.8% | 28.1% | 27.8% | 22.9% |

II. Annualized Attendance FTES:

| | | | | | |
|-----|--|--------|--------|--------|--------|
| G.1 | Annualized FTES (excluding apprentice and non-resident) | 29,151 | 26,159 | 26,126 | 26,488 |
|-----|--|--------|--------|--------|--------|

III. Total General Fund Cash Balance (Unrestricted and Restricted)

| | Description | As of the specified quarter ended for each fiscal year | | | |
|-----|--------------------------------|--|-------------------|------------------|-------------------|
| | | 2010-11 | 2011-12 | 2012-13 | 2013-2014 |
| H.1 | Cash, excluding borrowed funds | | 24,935,684 | 8,727,790 | 29,578,450 |
| H.2 | Cash, borrowed funds only | | 0 | 0 | 0 |
| H.3 | Total Cash (H.1+ H.2) | 27,036,602 | 24,935,684 | 8,727,790 | 29,578,450 |

IV. Unrestricted General Fund Revenue, Expenditure and Fund Balance:

| Line | Description | Adopted Budget (Col. 1) | Annual Current Budget (Col. 2) | Year-to-Date Actuals (Col. 3) | Percentage (Col. 3/Col. 2) |
|-------------------------|---|-------------------------------|---|-------------------------------------|-------------------------------|
| I. Revenues: | | | | | |
| I.1 | Unrestricted General Fund Revenues (Objects 8100, 8600, 8800) | 139,074,627 | 141,013,795 | 90,021,082 | 63.8% |
| I.2 | Other Financing Sources (Object 8900) | 868,840 | 868,840 | 744,416 | 85.7% |
| I.3 | Total Unrestricted Revenue (I.1 + I.2) | 139,943,467 | 141,882,635 | 90,765,498 | 64% |
| J. Expenditures: | | | | | |
| J.1 | Unrestricted General Fund Expenditures (Objects 1000-6000) | 142,537,185 | 142,978,107 | 104,452,276 | 73.1% |
| J.2 | Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600) | 3,029,000 | 3,126,464 | 2,845,947 | 91% |
| J.3 | Total Unrestricted Expenditures (J.1 + J.2) | 145,566,185 | 146,104,571 | 107,298,223 | 73.4% |
| K. | Revenues Over(Under) Expenditures (I.3 - J.3) | -5,622,718 | -4,221,936 | -16,532,725 | |
| L. | Adjusted Fund Balance, Beginning | 37,628,737 | 37,628,737 | 37,628,737 | |
| L.1 | Fund Balance, Ending (C. + L.2) | 32,006,019 | 33,406,801 | 21,096,012 | |
| M. | Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3) | 22% | 22.9% | | |

V. Has the district settled any employee contracts during this quarter?

YES

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

| Contract Period Settled (Specify) | Management | Academic | | Classified |
|--------------------------------------|------------|-----------|-----------|------------|
| | | Permanent | Temporary | |
| | | | | |

| YYYY-YY | Total Cost Increase | % * | Total Cost Increase | % * | Total Cost Increase | % * | Total Cost Increase | % * |
|------------------------|---------------------|-----|---------------------|-----|---------------------|-----|---------------------|-----|
| a. SALARIES: | | | | | | | | |
| Year 1: 2013-14 | 184,836 | 2% | | | | | 466,998 | 2% |
| Year 2: | | | | | | | | |
| Year 3: | | | | | | | | |
| b. BENEFITS: | | | | | | | | |
| Year 1: 2013-14 | 27,704 | 2% | | | | | 97,551 | 2% |
| Year 2: | | | | | | | | |
| Year 3: | | | | | | | | |

* As specified in Collective Bargaining Agreement or other Employment Contract

c. Provide an explanation on how the district intends to fund the salary and benefit increases, and also identify the revenue source/object code.

Management/Confidential and Classified salary increase to be funded from State COLA revenue.

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

NO

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

VII. Does the district have significant fiscal problems that must be addressed?

This year?
Next year?

NO
NO

If yes, what are the problems and what actions will be taken? (Enter explanation below, include additional pages if needed.)

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 6, 2014

SUBJECT: Consideration to Adopt Resolution Affording
Student Trustees the Privilege to Make and
Second Motions

ITEM NO. 14-39G

EXHIBIT: Resolution No. 2014.04 and Board Policy 2015

Background:

Each year two students are elected to the district's Board of Trustees as provided by the education code. They are recognized as full members of the Board, but they do not vote. Education Code Section 72023.5 does, however, provide that student trustees may "make and second motions at the discretion of the governing board."

Board Policy 2015 directs the Board to annually consider whether to afford student trustees the privilege to make and second motions.

Recommendation:

It is recommended that the Board of Trustees adopt Resolution No. 2014.04 allowing the student trustees to make and second motions.

**STATE CENTER COMMUNITY COLLEGE DISTRICT
RESOLUTION NO. 2014.04**

**RESOLUTION OF THE BOARD OF TRUSTEES
AFFORDING STUDENT TRUSTEES THE PRIVILEGE TO
MAKE AND SECOND MOTIONS**

WHEREAS, State Center Community College District seats elected student members of its Board of Trustees pursuant to Education Code Section 72023.5; and .

WHEREAS, the education code and district policy and regulation recognizes that student members are full members of the Board of Trustees, with minimal limitations prescribed by law; and

WHEREAS, Education Code 72023.5(b)(1) allows that student trustees may “make and second motions at the discretion of the governing board;” and

WHEREAS, Board Policy 2015 directs the Board to annually consider whether to afford student trustees the privilege to make and second motions; and

WHEREAS, it is the experience of the Board of Trustees that its student members have shown themselves to be thoughtful, conscientious, and responsible representatives of the student body; and

WHEREAS, it is the sense of the Board of Trustees that the interests of the district are advanced by allowing the fullest participation possible of its student members;

NOW, THEREFORE, BE IT RESOLVED that Student members of the Board of Trustees of the State Center Community College District shall be afforded the privilege to make and second motions at all board meetings;

AND BE IT FURTHER RESOLVED that this resolution shall be in effect until May 15, 2015, unless earlier revoked by action of the Board.

PASSED AND ADOPTED on this 6th day of May, 2014, by the following vote:

AYES: _____ NOES: _____ ABSENT: _____ ABSTAIN: _____

Board of Trustees Secretary
State Center Community College District

Student Members

The Board shall include two non-voting student members. The term of office shall be one year commencing June 1.

The student member shall be a resident of California at the time of nomination and during the term of service, and shall be enrolled in and maintain a minimum of five (5) semester units in the District at the time of nomination and throughout the term of service. The student member is not required to give up employment with the District. The student shall maintain a grade point average of 2.0.

The student member shall be seated with the Board and shall be recognized as a full member of the Board at meetings. The student member is entitled to participate in discussion of issues and receive all materials presented to members of the Board (except for closed session). The student member shall be entitled to any mileage allowance necessary to attend board meetings to the same extent as publicly elected trustees.

On or before May 15 of each year, the Board shall consider whether to afford the student member the privilege to make and second motions.

See Administrative Regulation 2015

Reference: Education Code Section 72023.5

Adopted by the Governing Board: June 28, 1978; November 4, 2003

Revised: March 4, 1980; June 4, 1985; December 8, 1992;
July 1, 2008

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 6, 2014

SUBJECT: Consideration to Authorize Use of Reserve Funds ITEM NO. 14-40
for Additional Class Sections for 2014-2015

EXHIBIT: None

Background:

During the past several years, the district has not been able to provide additional class sections to students due to a decrease in funding from the state. Since fiscal year 2012-2013, the state's financial condition has improved; partly due to an improved economy and partly due to the passage of Proposition 30 in November 2012.

In fiscal year 2008-2009, the district recorded a record high with respect to student enrollment serving 53,511 students (headcount). In 2012-2013, the district served 44,096 students (headcount). This is a decrease of 17.6% of students served. In order to mitigate serving fewer students, district administration recommends spending an additional \$1 million out of reserves to reverse the trend in student enrollment.

A focus on increasing student enrollment serves the district well in a number of ways. First, serving students is the top priority of the district. This additional funding will allow the district to offer class sections in the areas of greatest need, thus better serving our students and supporting their success. Secondly, a future local bond campaign will require the district to demonstrate facility needs. One form of need is to show district student loads exceed our capacity. With our current enrollment figures, SCCCDC cannot show this need for new facilities. Lastly, serving more students will increase the district's funding base which will allow the district greater flexibility to address budget concerns and innovative projects in future budgets. Most important, it is the right thing to do. Serving students in our community who want higher education opportunities helps them, our community and state.

Fiscal Impact:

Administration is recommending the board give the interim chancellor authority to use \$1 million of reserve funds (one-time funding) to capture potentially on-going apportionment funding from the state. These funds will be distributed by the interim chancellor only for high demand class sections with adjunct or overload faculty. By utilizing this strategy, SCCCDC will keep costs to a minimum

while at the same time giving the district the best opportunity to get funded by the state. This funding, if approved by the board, will be used to increase class sections for the 2014-2015 academic year. Action is required now as staff is currently enrolling students for the fall 2014 term.

Recommendation:

To reach our enrollment goals, administration recommends the Board of Trustees authorize the use of up to \$1 million of reserve funds to be distributed by the interim chancellor for class sections with the greatest need for the 2014-2015 academic year.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 6, 2014

SUBJECT: Consideration to Adopt Resolution Authorizing Emergency Repair at Child Development Center, Fresno City College

ITEM NO. 14-41

EXHIBIT: Resolution #2014.05

Background:

On April 6, 2014, it was discovered that a flood had occurred in the Child Development Center (CDC) main building at Fresno City College. The flooding was caused when a compression fitting broke loose from a hot water pipe under the sink of the northwest classroom. The resulting flooding caused damage to the flooring in the classrooms and office, damage to many lower cabinets and lower portions of the drywall. With the approval and assistance of our insurance carrier, work began immediately to remove the building contents, damaged materials, and to dry out the affected spaces. This action was necessary to mitigate property damage and ensure the safety of students, staff and children. If normal bidding procedures are used, repair and mitigation of the damage cannot take place without advertising and board award. With authorization of an emergency resolution, repairs can be completed under the control of insurance company constraints, thus minimizing interruption to classroom activities and facilities.

By unanimous vote and with the approval of the Fresno County Superintendent of Schools, Public Contract Code Section 20654(a) allows for emergency repairs necessary to any facility of the college to permit the continuance of existing college classes or to avoid danger to property. The administration is recommending the use of this provision to continue with the necessary repairs of the CDC building caused by the compression fitting failure. Work protecting the facility from further damage is currently underway and further repair work can be performed upon approval of the emergency resolution. Any resulting agreement to perform the repair work will proceed without public bidding requirements but will not exclude other requirements as to bonding, insurance, and prevailing wages.

Fiscal Impact:

While emergency repair costs are unknown at this time, the district is liable under insurance requirements for the first \$5,000 in cost. Valley Insurance Program Joint Powers Agency (VIPJA)

will cover the next \$95,000 with Alliance of Schools for Cooperative Insurance Programs (ASCIP) insurance covering any remaining balance.

Recommendation:

It is recommended the Board of Trustees:

- a) by unanimous vote, authorize Resolution #2014.05 for Emergency Repair in the Child Development Center, Fresno City College, in accordance with Public Contract Code Section 20654 (a); and
- b) accept approval from the Fresno County Superintendent of Schools for the Emergency Repair in the Child Development Center, Fresno City College; and
- c) authorize the interim chancellor or vice chancellor of finance and administration to sign an agreement on behalf of the district.

**BEFORE THE BOARD OF TRUSTEES
OF THE
STATE CENTER COMMUNITY COLLEGE DISTRICT
FRESNO COUNTY, CALIFORNIA**

In the Matter of Emergency Contract)
Without Bidding)
_____)

RESOLUTION NO. 2014.05
[Public Contract Code 20654]

WHEREAS, Public Contract Code section 20654 authorizes a community college district to let contracts for repair, alterations, work, or improvements necessary to any facility to permit the continuance of school classes and/or to avoid danger to life or property upon the adoption of a Resolution by unanimous vote of the governing board declaring the need to bypass bidding procedures required by Public Contract Code section 20650, et seq.; and

WHEREAS, on April 6, 2014, it was discovered that the Child Development Center at Fresno City College incurred property damage as the result of a failed compression fitting; and

WHEREAS, the result of this property damage requires immediate repair to secure and protect the facility, avoid further danger to the property, and permit the continuance of instruction; and

WHEREAS, employing the competitive bidding process of Public Contract Code section 20650, et seq., would result in the repairs not being completed in a timely manner to allow continuance of instruction; and

WHEREAS, the conditions described above create an emergency situation that will have an impact on the safety of students, staff, and property.

NOW, THEREFORE, BE IT RESOLVED, based on the foregoing, the Board of Trustees of the State Center Community College District, by unanimous vote, declares an emergency exists under public Contract Code section 20654 and hereby requests approval of the Fresno County Superintendent of Schools to enter into a contract for the performance of labor and the furnishing of materials and supplies for the purpose of repairing the damage incurred at the Child Development Center at Fresno City College without advertising for or inviting bids.

IT IS FURTHER RESOLVED, upon approval by the County Superintendent of Schools, the Board of Trustees authorize District administration to take whatever steps necessary to fulfill the purpose and intent of this Resolution.

The foregoing Resolution was adopted by unanimous vote of the Board of Trustees of the State Center Community College District at a regular meeting of the Board held on May 6, 2014.

President, Board of Trustees

Secretary, Board of Trustees

**BEFORE THE BOARD OF TRUSTEES
OF THE
STATE CENTER COMMUNITY COLLEGE DISTRICT
FRESNO COUNTY, CALIFORNIA**

In the Matter of Emergency Contract)
Without Bidding)
_____)

APPROVAL

The approval of an expenditure in excess of the statutory minimum is hereby granted pursuant to Public Contract Code section 20654 for the purpose of repairing the property damage incurred at the Child Development Center at Fresno City College, a facility of the State Center Community College District.

Dated: _____

Superintendent of Schools
Fresno County, California

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 6, 2014

SUBJECT: Consideration to Adopt Resolution Declaring
 Classified Employee Week at State Center
 Community College District

ITEM NO. 14-42

EXHIBIT: Resolution No. 2014.02

Background:

In 1986 with the passage of SB 1552 (Campbell), the California legislature adopted the third full week of May of each year as Classified School Employee Week. Classified employees perform a wide range of essential work, including police officer services, food services, maintenance and operations, transportation, instructional assistance and paraeducator services, office and clerical work, library and media assistance, computer services, and more.

The week of May 18-24, 2014, will be celebrated by districts and employees across the state in recognition of the many contributions classified professionals make to the educational community.

Recommendation:

It is recommended the Board of Trustees adopt Resolution No. 2014.02 declaring the week of May 18-24, 2014, as Classified School Employee Week at State Center Community College District.

**STATE CENTER COMMUNITY COLLEGE DISTRICT
RESOLUTION NO. 2014.02**

CLASSIFIED SCHOOL EMPLOYEE WEEK IN CALIFORNIA

WHEREAS, classified professionals provide valuable services to the schools and students of the State Center Community College District,

WHEREAS, classified professionals contribute to the establishment and promotion of a positive instructional environment,

WHEREAS, classified professionals employed by the State Center Community College District strive for excellence in all areas relative to the educational community,

NOW, BE IT RESOLVED, that the State Center Community College District hereby recognizes and wishes to honor the contributions of the classified professionals to quality education in the State of California and in the State Center Community College District and declares the week of May 18-24, 2014, as Classified School Employee Week in the State Center Community College District.

The foregoing Resolution was adopted upon motion of Trustee _____, 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, 2014, by the following vote:

AYES:

NOES:

ABSENT:

Patrick E. Patterson, President
Board of Trustees
State Center Community College District
Fresno, California

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 6, 2014

SUBJECT: Public Hearing on Reopener Bargaining Proposal ITEM NO. 14-43
Presented by California School Employees
Association Chapter No. 379 to the District

EXHIBIT: None

Background:

Government Code Section 3547 sets forth the “sunshine” provisions of the Rodda Act. The Board is required to hold a public hearing on the reopener proposal of the employee group and those of the Board. The California School Employees Association Chapter No. 379 reopener proposal has been made available for public review since the posting of the agenda on April 30, 2014. The CSEA reopener proposals are as follows:

*REOPENER PROPOSAL FROM
THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION
STATE CENTER COMMUNITY COLLEGE DISTRICT CHAPTER No. 379
TO THE STATE CENTER COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
May 6, 2014*

*ARTICLE 1
TERM OF AGREEMENT*

- A. *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, 2012 or upon ratification, whichever is later, and shall remain in full force and effect until the later of the close of the workday June 30, 2015, or until a successor agreement is in effect.*

*ARTICLE 12
BEREAVEMENT LEAVE*

This article shall remain unchanged except for the following amendments:

- A. *The District agrees to provide members, without loss of salary or other benefits, leave of absence not to exceed three (3) working days if in-state distance traveled is less than 300 miles one way, four (4) working days if in-state distance traveled is more than 300 miles one way, or five (5) working days if out-of-state travel is required, per occurrence on account of death of any member of the employee's immediate family.*
- B. *"Member of the immediate family" as used in this section, means the mother, father, grandmother, grandfather, grandchild, great-grandmother, or great-grandfather, of the member or of the member's spouse or domestic partner, and the spouse, domestic partner, son, son-in-law, daughter, daughter-in-law, brother, brother-in-law, sister, sister-in-law, or any relative in the immediate household of the member, or step-mother, step-father, step-daughter, step-son, step-brother, or step-sister.*
- C. *The District agrees to provide bargaining unit members with one (1) day (eight '8' hours) bereavement leave per ~~year~~ occurrence without loss of salary or other benefits upon the death of a friend or relative not listed in preceding paragraph. ~~or other than immediate family may be used in one hour (1 hour) increments.~~*
- D. *An unpaid extension of bereavement leave may be requested by a member as out-lined in Article 13.*

ARTICLE 30
HEALTH AND WELFARE BENEFITS

This article shall remain unchanged except for the following amendments:

Section 5. District Medical Premium Contributions:

- A. *The District shall fully fund the cost of Health and Welfare benefits.
~~The District contribution shall be an amount not to exceed a maximum monthly contribution of \$1,029.00 per month.~~*

ARTICLE 33
PAY AND ALLOWANCES

This article shall remain unchanged except for the following amendments:

Section 1. Salary:

- A. *2014-2015 Salary: The salary schedule which was in effect during the 2013-2014 year shall be increased by 2% COLA plus an additional 3%, effective July 1, 2014.*

1. *If the full-time faculty bargaining unit, and/or District Peace Officers Association, and/or management and/or confidential employees, receives an increase to each cell of their respective salary schedules which were in effect during the 2013-2014 fiscal year and that increase is applied and becomes effective during the 2014-2015 fiscal year, and the increase exceeds that applied to the 2014-2015 CSEA salary schedule, that same increase percentage to each cell shall also be applied to each cell of the 2014-2015 classified salary schedule, effective July 1, 2014.*
2. *If the full-time faculty bargaining unit, and/or District Peace Officers Association, and/or management and/or confidential employees receive off-schedule, one-time stipend in lieu of a salary schedule increase, the total amount of this stipend provided to the whole unit, (e.g. full-time faculty) will be divided equally among the classified unit members. Permanent, part-time classified employees will share pro-rata in any such stipend, effective July 1, 2014.*

(The “Me too” proposal expressed in A. (1. and 2.), is not intended to imply that CSEA is proposing to receive “more than” any other District employee group. Rather, the language is intended to assure that the CSEA receives no less than an increase “equal to” that granted to any other District employee group for the respective year.)

Section 3. Salary Schedule Progression:

~~*The following formula 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 six (6) within three (3) 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, Human Resources. The employee shall have the right of representation.*~~

ARTICLE 34

LAYOFF/REDUCTION OF HOURS/ABOLITION OF POSITIONS

This article shall remain unchanged except for the following amendments:

Section 17. Abolition of Position - Vacant Position - Negotiations

When a Classified Bargaining Unit position is eliminated or when the District determines to leave a Classified Bargaining Unit position vacant, the District and CSEA shall meet within 10 calendar days to negotiate the effects.

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Recommendation:

At this time it is appropriate to open the meeting for comments from the public relative to the CSEA's reopener proposals. Following the opportunity for public input, no action is necessary on the part of the Board of Trustees.