

AGENDA  
Regular Meeting  
BOARD OF TRUSTEES  
STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704  
4:00 p.m., February 1, 2000

- I. Call to Order
- II. Introduction of Guests
- III. Approval of Minutes, Meeting of January 11, 2000, and January 20, 2000
- IV. Delegations, Petitions, and Communications [see footnote, page 2]
- V. Reports of Chancellor and Staff

A. PRESENTATIONS

- 1. Chancellor's Report Judith Redwine
- 2. Campus Reports Dan Larios, FCC  
Tom Crow, RC  
Terry Kershaw, NC
- 3. Academic Senate Report Paula Castagna, FCC
- 4. Classified Senate Report Woody Smothers, RC
- 5. Wilberforce University Roger Lenz
- 6. CART Pat Wright  
Dick Johanson

B. CONSIDERATION OF CONSENT AGENDA [00-35 through 00-46]

C. PERSONNEL

- 1. Public Hearing on Initial Bargaining Proposals Presented by State Center Federation of Teachers Local 1533 [00-47] Hank Padden
- 2. Consideration to Approve New Classified Positions for Fresno City College, Reedley College, North Centers, and District Office [00-48] Hank Padden

D. GENERAL

- |  |         |                   |
|--|---------|-------------------|
| 3. Quarterly Financial Status Report   | [00-49] | Jon Sharpe        |
| 4. Consideration to Approve Use of Existing Furniture Contracts, Madera Center | [00-50] | Jon Sharpe        |
| 5. Consideration to Adopt 2000-01 Budget Development Calendar                  | [00-51] | Jon Sharpe        |
| 6. Clovis Center Board Subcommittee Appointments                               | [00-52] | Jon Sharpe        |
| 7. Sphere of Influence Impact - Madera Center                                  | [00-53] | Patrick Patterson |

VI. Reports of Board Members

VII. Old Business

VIII. Future Agenda Items

IX. Closed Session

A. CONFERENCE WITH LABOR NEGOTIATOR [SCFT and CSEA], Hank Padden, Pursuant to Government Code Section 54957.6

B. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION - Pursuant to subdivision (c) of Section 54956.9 (one potential case)

X. Open Session (if any)

XI. Adjournment

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

CONSENT AGENDA  
BOARD OF TRUSTEES MEETING  
February 1, 2000

PERSONNEL

1. Employment and Resignation, Certificated Personnel [00-35]
2. Employment, Lateral Transfer, Change of Status, Resignation, and Retirement, Classified Personnel [00-36]

GENERAL

3. Consideration to Approve Revisions to Board Policy 4036, Nondiscrimination, and Board Policy 5109, Prohibition of Discrimination and Sexual Harassment [00-37]
4. Consideration to Approve Contracts between State Center Community College District and the California State Department of Education and the California Community Colleges Chancellor's Office [00-38]
5. Consideration to Approve Out-of-State Travel, Upward Bound Student, Reedley College [00-39]
6. Review of District Warrants and Checks [00-40]
7. Financial Analysis of Enterprise and Special Revenue Operations [00-41]
8. Budget Transfers and Adjustments Report [00-42]
9. Consideration to Accept Construction Project, Site Improvements at Clark/University Avenues, Fresno City College [00-43]
10. Consideration to Accept Construction Project, Storm Drain and Sewer Improvements, Fresno City College and Reedley College [00-44]
11. Consideration to Approve Agriculture and Natural Resources Statewide Advisory Committee Agreement [00-45]
12. Consideration to Approve Community College Foundation Referee and Lane Technician Training Program Agreement [00-46]

MINUTES OF MEETING OF  
BOARD OF TRUSTEES  
STATE CENTER COMMUNITY COLLEGE DISTRICT  
January 20, 2000

Call to Order                   A special meeting of the Board of Trustees of the State Center Community College District was called to order by President Ron Manfredi at 4:07 p.m., January 20, 2000, in the District Office Board Room, 1525 E. Weldon Avenue, Fresno, California.

Trustees Present               Ron Manfredi, President  
Dorothy Smith, Vice President (arrived at 4:33 p.m.)  
H. Ronald Feaver, Secretary  
Patrick E. Patterson  
Leslie Thonesen  
Marylee McGough, Student Trustee, Fresno City College

Trustees Absent               Phillip J. Forhan  
William J. Smith  
Andy Gonzales, Student Trustee, Reedley College

Also present were:

Judith A. Redwine, Chancellor, SCCC  
Thomas Crow, President, Reedley College  
Dan Larios, President, Fresno City College  
Jon Sharpe, Vice Chancellor, Business, SCCC  
Henry Padden, Vice Chancellor, Personnel, SCCC  
Terry Kershaw, Interim Vice Chancellor/President Designate,  
North Centers

Introduction of               Dr. Padden introduced Mr. David Kyle, new Executive  
Guests                         Director, SCCC Foundation.

Among the others present, the following signed the guest list:

Cindy Spring, Executive Secretary to the Chancellor, SCCC  
Janice Emerzian, Interim Director of Educational Services and  
Planning, SCCC  
Joe Trofemuk, Legal Services Supervisor, SCCC  
Brian Speece, Assistant Vice Chancellor, Business &  
Operations, SCCC  
Paula Castagna, Academic Senate President & Staff, FCC  
Cathie Johnson, CSEA Secretary & Financial Aid Assistant I,  
FCC  
Robert Fox, Dean of Student Services, FCC  
Randall Vogt, Director of Purchasing, SCCC  
Richard Christl, Associate Dean of Instruction, Technical &  
Industrial Division, FCC

Introduction of  
Guests (continued)

Carl Simms, Director of Maintenance & Operations, SCCC  
Corinne Martin, Planned Giving Coordinator, SCCC  
Foundation  
John Quiring, Executive Director, Training Institute, FCC  
Richard Lindstrom, Director, Police Academy, FCC  
Susan Speece, Associate Dean of Instruction, Math, Science, &  
Engineering, FCC  
Jack Hall, Accounting Technician II, Tech Prep Program  
Lee Farley, Associate Dean of Instruction, Vocational Training  
Center  
Carolyn Drake, Associate Dean of Instruction, Health Sciences  
Division  
Glen Foth, Grounds Services Manager, SCCC  
Mike Giovaninetti, Sanger Unified School District  
Roger Lenz, Wilberforce

Delegations,  
Petitions, and  
Communications

Mr. Manfredi announced the Board will go into closed session  
at 5:30 p.m.

Districtwide Facility  
Needs

Dr. Redwine thanked the Board members for setting up this  
special meeting to deal with facilities. She stated it is time to  
look at the whole picture and the Board will be looking at a long  
list of facility needs.

Mr. Sharpe explained that Mr. Speece and he will present the  
short and long term needs in each area for each campus. The  
following facility needs were identified:

Reedley College

1. Three (3) relocatables
2. Learning Resource Center expansion
3. Athletic Facilities
4. Child Care Facilities
5. Dormitories
6. Campus Modernization
7. Lighting for Parking Lots

Board members discussed the color, appearance, and sound  
proofing of the relocatables, and funds to equip the Learning  
Resource Center. Mr. Manfredi stated there may be funds  
available from USDA Rural Development and he will forward  
the name of the contact person to Dr. Crow. There was also a  
brief discussion on improvements to the softball facility, lighting  
in the parking lots, and connectivity of on-line library services  
in the District.

Districtwide Facility  
Needs  
(continued)

Vocational Training Center

1. Three (3) relocatables
2. Student Center
3. Additional Property
4. Modernization

Mr. Sharpe acknowledged the letter from Board member William Smith regarding the relocation of the Vocational Training Center. The administration is recommending an IPP that would modernize the facility. The facility could be relocated to a different area of town; however, the District needs to get in line for available state dollars, so an IPP for modernization and additions is being recommended. If the Board decides to relocate the Center, then a different approach would need to be taken.

Dr. Redwine advised with the changes of the Workforce Development Board into the Workforce Investment Act, it is not known how the District will be affected.

There was a brief discussion on the timeline for the IPP and the programs to be housed by the additional portable buildings.

Fresno City College

1. Parking Lot Lighting
2. Seismic for Art Home Economics Building
3. Parking
4. Old Administration Building
5. Child Development Infant Care
6. Athletic Facilities
7. Stadium/Snack Bar/Pressbox
8. Technical & Industrial Modernization
9. Student Services
10. Police Academy

The Board asked questions about student parking in the neighborhoods, increased bus service to the campus, and previous shuttle service offered to the students. Discussion also followed on possible collaborative efforts with Fresno Unified School District regarding the softball facility, and the status of state approval for a regional training academy.

Dr. Redwine advised she has toured the Old Administration Building and she is trying to meet with Senator Costa regarding the building. She noted a meeting of the OAB subcommittee is scheduled for February 10.

Districtwide Facility  
Needs  
(continued)

Madera Center

1. Phase 1A Update
2. Phase 1B
3. Wilberforce University

Mr. Sharpe updated the Board on Wilberforce University and their efforts to obtain property adjacent to the Madera Center. He introduced Mr. Roger Lenz, Wilberforce representative, and stated he will be making a presentation to the Board at the February 1 meeting.

Mr. Manfredi stated it is his understanding that Wilberforce has plans for an aggressive articulation process with community colleges, and especially our district. He expressed his concern that if there are any agreements with the University, especially sewer, lift station, etc., that they be with Wilberforce University. He added that this is a potential neat partnership and in his discussions with Board Member William Smith, Mr. Smith supports the association with Wilberforce.

Oakhurst

1. Science Relocatable
2. Site Improvements

Mr. Manfredi questioned why the relocatable and site improvements would not be approved at the same time. Mr. Sharpe explained the need for lead time for the portable, as well as the project would require two separate bids.

Clovis Center

1. Seismic Retrofit (AB 425)
2. Training Institute
3. Clovis - Long Term
4. Buchanan High School Lease
5. CART

Mr. Sharpe stated that AB 420 gave the opportunity to have both Clovis buildings approved by the DSA for seismic requirements. The state has accepted the modifications and final drawings are being completed. He also updated the Board on the possible relocation of the Training Institute to provide more space for day and night classes at the Center. The administration will be making a recommendation to the Board in the near future. The District is currently leasing forty-four

Districtwide Facility  
Needs  
(continued)

classrooms from Buchanan High School, and while it is very cost effective, there are some problems in sharing of the science labs.

Mr. Sharpe stated CART is becoming a reality and will be operational for Clovis and Fresno Unified School Districts in fall 2000. The Chancellor's Cabinet recently had a presentation on the program and was invited to become a full partner. He advised that the administration does not feel this is the appropriate move at this time; however, it would be beneficial on a tenant basis. Mr. Pat Wright, Executive Director of CART, and Mr. Dick Johanson, Chairman of the CART Board, will give an overview of the program at the February 1 Board meeting.

Closed Session

Mr. Manfredi stated that the Board, in closed session, will be discussing the following: Conference with Legal Counsel – Anticipated Litigation – Introduction of Litigation pursuant to subdivision (c) of Section 65956.9 (one potential case); Conference with Legal Counsel – Anticipated Litigation – Significant exposure to litigation pursuant to subdivision (b) (2) of Section 54956.9 (one potential case); and Conference with Legal Counsel – Anticipated Litigation – Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9 (one potential case). Mr. Manfredi declared a recess at 5:40 p.m.

Open Session

The Board moved into open session at 6:23 p.m., and Mr. Manfredi announced the Board, in closed session, gave authority to the Chancellor or Vice Chancellor-Business to execute a takeover agreement relating to the Reedley College restroom renovation project.

Madera Phase 1B  
Review

Mr. Sharpe introduced Ed Darden and Paul Epp, project architects for the Madera Center Phase 1B. Mr. Darden reviewed the latest cost figures for the facility, and site plans for the initial phase, Phase 1A, Phase 1B, Academic Village One, as well as floor plans for the Academic Village One.

Mr. Sharpe noted the District has been funded for the preliminary plans and this will put the Madera Center in front of the line for future funding.



Clovis Center Status

Mr. Sharpe reviewed the Clovis Center Status as follows:

- Center application submitted including letter of intent
- CPEC requirements:
  - 500 FTE / semester / center
  - 1000 FTE / semester / college
- Currently in 28,000 sq. ft., plus 44 leased classrooms
- Currently serve over 5,000 headcount annually
- 1999/00 – over 1,600 FTE
- Averaged 20% per year increase for the past four years
- Projected FTE for years 2006, 2010, and 2015

Mr. Sharpe reviewed the site selection goals and objectives for the Clovis Center. Discussion ensued regarding the pursuit of a long-term site, available property, and the possibility of sharing a facility with Clovis Unified's proposed fifth high school.

The Board agreed to form a subcommittee to give direction to the administration regarding the Clovis Center, and requested that an action item be placed on the February 1 agenda to name the committee.

Consideration to  
Approve Purchase  
of Relocatable  
Classrooms,  
Reedley College  
[00-26]  
Action

A motion was made by Ms. Smith and seconded by Mr. Thonesen that the Board of Trustees approve the purchase of three (3) relocatable classrooms from Aurora Modular Industries, utilizing the Newhall School District bid, in the amount of \$133,778.00, and authorize that purchase orders be issued against this contract.

The motion carried by the following vote:

Ayes - 5  
Noes - 0  
Absent - 2

Consideration to  
Approve Purchase  
of Relocatable  
Classrooms,  
Vocational Training  
Center and Oakhurst  
Center  
[00-27]  
Action

A motion was made by Mr. Patterson and seconded by Mr. Feaver that the Board of Trustees approve the purchase of four (4) relocatable classrooms from Design Mobile Systems, Inc., utilizing the Mariposa County Unified School District bid in the amount of \$330,355.00, and authorize that purchase orders be issued against this contract.

The motion carried by the following vote:

Ayes - 5  
Noes - 0  
Absent - 2

Consideration to  
Approve Purchase  
Agreement, Julio  
and Marion  
Pistoresi and the  
County of Madera  
[00-28]

Mr. Sharpe advised that as part of the Madera Center off-site improvements, the District was required to provide improvements on Avenue 12 to accommodate the increased traffic generated by the campus expansion, as well as future growth in the area. Avenue 12 is currently being improved to allow for an eventual four-lane super arterial. Currently, two lanes are being constructed westbound on the north side of Avenue 12 with a median island and one lane eastbound. As development occurs on the south side of Avenue 12, it will eventually be expanded to a total of four lanes, including two eastbound. In order to accommodate the widening of Avenue 12 and future expansion, which is initially being created by the District, it will be necessary to encroach on property currently providing crops as well as frontage to the Vintage House restaurant. This property is currently owned by Julio and Marion Pistoresi and, because the District is disrupting current crops and commercial access, it is necessary for the District to mitigate this impact and acquire the property, which is then deeded to the County.

The District's engineers have reviewed the amount of crop loss and requirements to restore parking access and egress into the Vintage House restaurant and have determined the total cost to be \$44,000.00. It is therefore appropriate to compensate the Pistoresi's for the crop losses and necessary improvements. In return for this purchase, the District will obtain a grant deed which will be signed over to the County to allow for the roadway expansion. In approving this arrangement, the Pistoresi's will be responsible for making all frontage improvements from the purchase price.

Action

A motion was made by Mr. Thonesen and seconded by Mr. Feaver that the Board of Trustees authorize the Chancellor or Vice Chancellor-Business to take the following action:

- a) enter into a purchase agreement with Julio and Marion Pistoresi for the property fronting Avenue 12 and crop losses in the amount of \$44,000.00; and
- b) that a grant deed be executed to the County of Madera dedicating frontage property on the south side of Avenue 12 to allow for future road expansion

The motion carried by the following vote:

Ayes - 5  
Noes - 0  
Absent - 2

Consideration to  
Approve Purchase  
Agreement, Julio  
and Marion  
Pistoresi and the  
County of Madera  
[00-28]  
(continued)

Mr. Sharpe added that the District is in the process of acquiring a grant deed from a family that lives east of the Vintage House for a very small piece of property.

Consideration to  
Ratify Creation of  
Madera Center  
Avenue 12  
Maintenance  
District  
[00-29]

Mr. Sharpe stated that as part of the Avenue 12 improvements a median island is planned that will include landscaping, lighting, curb and gutters, etc. Because the District is creating the island, the County does not help with financing and is not obligated to maintain it. After discussions with the Madera County Road Department, it has been determined that a Maintenance District is most appropriate and beneficial to the District for maintenance of the median. A Maintenance District can be established much more expeditiously than a Service Area, which requires LAFCO's approval of the boundary. In addition, as future development occurs on Avenue 12, annexation will be made to the Maintenance District and frontage property owners will be responsible for their portion of the median maintenance.

Through analysis of the District's engineers and the Road Department, it has been determined that the District's estimated annual cost for its median maintenance, including street lighting, sweeping, landscaping, and irrigation maintenance, will total \$8,064.00 per year.

Action

A motion was made by Mr. Manfredi and seconded by Ms. Smith that the Board of Trustees authorize ratification of an agreement to provide for a Maintenance District for the Madera Center Avenue 12 median.

The motion carried by the following vote:

Ayes - 5  
Noes - 0  
Absent - 2

Consideration to  
Approve Submittal  
of Initial Project  
Proposal, FCC  
Vocational Training  
Center  
[00-30]  
Action

Mr. Sharpe stated this item was discussed earlier and the submittal of an IPP allows for a placeholder for expansion of the Center as well.

A motion was made by Mr. Patterson and seconded by Ms. Smith that the Board of Trustees approve the submission of an Initial Project Proposal for the modernization and reconstruction of the Fresno City College Vocational Training Center facilities.

Consideration to  
Approve Submittal  
of Initial Project  
Proposal, FCC  
Vocational Training  
Center  
[00-30]  
Action  
(continued)

The motion carried by the following vote:

Ayes - 5  
Noes - 0  
Absent - 2

Consideration to  
Approve Submittal  
of Initial Project  
Proposal, FCC  
Technical and  
Industrial  
Modernization  
[00-31]

Mr. Sharpe advised as presented in 1999, the Technical and Industrial Division facilities were constructed approximately 40 years ago, and although they have been well maintained, with the changing advent of technology, significant upgrades are needed in these areas. Therefore, it is appropriate for the District to once again submit an IPP for consideration of modernization of the facility which would include additional electrical capacity to accommodate technological advances, as well as remodeling of the classrooms and laboratory areas to function properly in today's teaching environment.

Action

A motion was made by Mr. Patterson and seconded by Mr. Thonesen that the Board of Trustees approve the submission of an Initial Project Proposal for Modernization and Remodeling of the Fresno City College Technical and Industrial Complex.

The motion carried by the following vote:

Ayes - 5  
Noes - 0  
Absent - 2

Consideration to  
Approve Submittal  
of Initial Project  
Proposal, Clovis  
Center  
[00-32]

Mr. Sharpe reported that in December 1999, the Board approved a resolution requesting formal center status for the Clovis Center educational facilities. Because of the tremendous growth and inability of the Clovis Center to adequately house all students attending the Clovis Center, it is recommended that the Board of Trustees consider submitting an initial project proposal for future facilities at the Clovis Center.

An initial project proposal provided the state with notification that the District has local needs and a desire to access state capital outlay funding for facilities expansion. It is a rather broad and general statement of purpose of expanding the facilities to meet current and future needs. Typically, an IPP would identify the location for the expansion; however, because of the uncertain status of future growth at the Center, it is unknown at this time whether a recommendation for expansion

Consideration to  
Approve Submittal  
of Initial Project  
Proposal, Clovis  
Center  
[00-32]

to the current site or a future site would be in the best interest of the District.

In consultation with the Chancellor's Office, it is believed that the District can obtain consideration for an IPP for Clovis expansion, with the site to be designated in the near future. By submitting an IPP at this time, the District will obtain recognition of the need and eligibility for future capital outlay funding. If the District does not submit an IPP at this time, it must wait another year, therefore losing a year in the process. Submission at this time will serve as a placeholder for a future Board decision on a center expansion.

Action

A motion was made by Mr. Patterson and seconded by Mr. Feaver that the Board of Trustees authorize the submission of an IPP, Initial Project Proposal, for the Clovis Center to the State Chancellor's Office.

The motion carried by the following vote:

Ayes - 5  
Noes - 0  
Absent - 2

Consideration of  
Resolution  
Authorizing  
Submittal of Final  
Project Proposal,  
Reedley College  
Learning Resources  
Center Addition  
[00-33]

Mr. Sharpe stated this item was covered in the earlier presentation and would allow for the expansion of the Reedley College Library.

A motion was made by Ms. Smith and seconded by Mr. Feaver that the Board of Trustees approve a Resolution authorizing submittal of a Final Project Proposal for the Reedley College Learning Resource Center Addition.

The motion carried by the following vote:

Ayes - 5  
Noes - 0  
Absent - 2

Consideration to  
Approve Submittal  
of District's Five-  
Year Construction  
Plan  
[00-34]

Mr. Sharpe advised that annually the District is required to complete and submit a Five-Year Construction Plan identifying facility related needs as information to the State Chancellor's Office. This Plan includes District-identified construction projects in order to meet the enrollment and programmatic needs for the future five-year period, 2001-2005.

Consideration to  
Approve Submittal  
of District's Five-  
Year Construction  
Plan

[00-34]

Action

(continued)

A motion was made by Ms. Smith and seconded by Mr. Patterson that the Board of Trustees approve the Five-Year Construction Plan for the years 2001-2005.

The motion carried by the following vote:

Ayes - 5

Noes - 0

Absent - 2

Adjournment

The meeting was adjourned at 7:12 p.m. by the unanimous consent of the Board.

HRF:cs

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H. Ronald Feaver  
Secretary, Board of Trustees  
State Center Community College District

MINUTES OF MEETING OF  
BOARD OF TRUSTEES  
STATE CENTER COMMUNITY COLLEGE DISTRICT  
January 11, 2000

- Call to Order            A regular meeting of the Board of Trustees of the State Center Community College District was called to order by President Ron Manfredi at 4:01 p.m., January 11, 2000, in the District Office Board Room, 1525 E. Weldon Avenue, Fresno, California.
- Trustees Present        Ron Manfredi, President  
                              H. Ronald Feaver, Secretary  
                              Phillip J. Forhan (arrived at 4:15 p.m.)  
                              Patrick E. Patterson  
                              William J. Smith (left at 7:03 p.m.)  
                              Leslie Thonesen  
                              Marylee McGough, Student Trustee, Fresno City College
- Trustees Absent        Dorothy Smith, Vice President  
                              Andy Gonzales, Student Trustee, Reedley College
- Also present were:
- Judith A. Redwine, Chancellor, SCCC  
                              Thomas Crow, President, Reedley College  
                              Dan Larios, President, Fresno City College  
                              Jon Sharpe, Vice Chancellor, Business, SCCC  
                              Henry Padden, Vice Chancellor, Personnel, SCCC  
                              Terry Kershaw, Interim Vice Chancellor/President Designate,  
                                      North Centers
- Introduction of  
Guests                    Among the others present, the following signed the guest list:
- Cindy Spring, Executive Secretary to the Chancellor, SCCC  
                              Janice Emerzian, Interim Director of Educational Services and  
                                      Planning, SCCC  
                              Joe Trofemuk, Legal Services Supervisor, SCCC  
                              Sherian Eckenrod, Associate Dean of Instruction, Business  
                                      Division, FCC  
                              Brian Speece, Assistant Vice Chancellor, Business &  
                                      Operations, SCCC  
                              Nancy Gawor, Interim Director of Personnel, SCCC  
                              Art Amaro, AFT President & Staff, FCC  
                              Paula Castagna, Academic Senate President & Staff, FCC  
                              Anthony Abbott, Academic Senate President & Staff, RC  
                              Woody Smothers, Classified Senate President and Building  
                                      Maintenance Generalist, RC  
                              Jerry Loheide, CSEA Chapter President and Financial Aid  
                                      Assistant I, FCC

Introduction of  
Guests (continued)

Cheryl Sullivan, Classified Senate President and Accounting Clerk III, FCC

Robert Fox, Dean of Student Services, FCC

Randall Vogt, Director of Purchasing, SCCCCD

Ed Eng, Director of Finance, SCCCCD

Gene Blackwelder, College Business Manager, RC

Kathy Bonilla, Public Information Officer, FCC

Tom Driscoll, Construction Services Manager, SCCCCD

Carl Simms, Director of Maintenance & Operations, SCCCCD

Jannett Jackson, Associate Dean of Instruction, Learning Resources Center, FCC

Corinne Martin, Planned Giving Coordinator, SCCC Foundation

Ray Tjahjadi, Director, Information Systems, SCCCCD

John Quiring, Executive Director, Training Institute, FCC

Marvin Reyes, Chief of Police, SCCCCD

Ernie Smith, Associate Dean of Students, CalWORKs Program, FCC

Margaret Mericle, Associate Dean of Instruction, Social Sciences Division, FCC

Joaquin Jimenez, Associate Dean of Students, Financial Aid, SCCCCD

Art Elish, former Dean of Instruction, FCC

Jo Nell Beal, President, SCCC Foundation

Dave Kyle, Executive Director, SCCC Foundation

Ruben Fernandez, Dean of Students, RC

Tony Cantu, Dean of Instruction, FCC

Susan Speece, Associate Dean of Instruction, Math, Science, & Engineering, FCC

Ed Lund, Interim Director, Disabled Students Program & Services, FCC

Shirley Bruegman, Dean of Instruction, RC

Carolyn Drake, Associate Dean of Instruction, Health Sciences Division, FCC

Mark Aydelotte, Executive Director, Public and Legislative Relations

Tracey Herd, Director of Workforce Readiness/CalWorks, FCC

Ed Wright, Upward Bound Coordinator, FCC

Phillip Andreini, Associate Dean of Instruction, Humanities Division, FCC

Michael Guerra, College Business Manager, FCC

Ethel King, Programmer Analyst, SCCCCD

Keith Johnson, Lead Programmer Analyst, SCCCCD

Keith Dutson, Communications/Telephone Specialist, SCCCCD

Carolyn Linn, Research Assistant, SCCC Foundation

Eileen White, Instructor, FCC

Lorrie Hopper, Accounting Manager, SCCCCD

Cyndie Sine, Institutional Research Coordinator, FCC



Introduction of  
Guests (continued)

Monica Cuevas, Education Resource Center Coordinator, FCC  
Tom Borchardt, Borchardt, Corona & Faeth  
Gustavo M. Corona, Borchardt, Corona & Faeth

Approval of  
Minutes

The minutes of the Board meeting of December 7, 1999, were presented for approval. Mr. Manfredi stated that on Page 15, at the end of paragraph three, he would like to add the following sentence: "Mr. Manfredi expressed his disappointment regarding the information provided and the quality of the proposals as submitted."

Action

It was moved by Mr. Patterson and seconded by Mr. Thonesen that the December 7, 1999, minutes be approved as amended. The motion carried by the following vote:

Ayes - 5  
Noes - 0  
Absent - 2

Delegations,  
Petitions, and  
Communications

Mr. James Carroll, a Fresno City College student, expressed his concerns regarding the air quality in classrooms.

Special Presentation

Mr. Patterson presented a plaque on behalf of the Board to Mr. Lee Sneller in appreciation for outstanding and dedicated service as Personnel Commissioner from 1987-1999. Mr. Sneller thanked the Board for the opportunity to serve as their representative on the Personnel Commission and stated he enjoyed working with the two other Commissioners and the District's outstanding Personnel Department.

Presentation of AFT  
Full-Time Initial  
Bargaining  
Proposals

Mr. Art Amaro, AFT Interim President, presented the AFT's full-time initial bargaining proposals.

Consideration of  
Request from  
Former Employee

Mr. Manfredi stated that the Board received a letter from a former employee regarding a health insurance issue and asked for a motion to consider or reject the request. Following a brief discussion, Mr. Smith moved that as the issue is related to the prospect of litigation, the matter be deferred to the special Board meeting scheduled for January 20, 2000, to allow legal counsel time to determine whether this matter should be heard in closed session. The motion was seconded by Mr. Feaver and carried by the following vote:

Ayes - 6  
Noes - 0  
Absent - 1

Chancellor's Report

Dr. Redwine commended the District's Y2K Compliance Team for addressing the issue without a hitch. There were many people behind the scenes who worked long and hard, including on New Year's Day, to make sure that everything was in compliance. The District Team consisted of approximately twenty-five employees that were intimately involved in the process, and a list of those employees is in the Board members' packet. During the time of preparing for Y2K, the District was also installing Datatel and putting in a Wide Area Network. Dr. Redwine introduced Ray Tjahjadi, Director of Management Information Systems.

Mr. Tjahjadi gave a history of the District's Y2K efforts and thanked everyone for their help and support during the entire project, as well as on January 1, 2000. He introduced the following Y2K Compliance Project Team Members: Jannett Jackson, Joaquin Jimenez, Harry Zahlis, Fernando Bernal, Steve Marciel, and Abel Rodarte, Fresno City College; Larry Metzger, Joe Russo, Donna Baker, and Joe Lane, Reedley College; and Jim Chin, Charlie Lochbaum, Phil Nelson, Keith Dutson, Keith Johnson, Brian Wright, Brian Speece, and Carl Simms, District Office and North Centers. Mr. Tjahjadi again expressed his appreciation to the team and reminded the Board that the District will not be one hundred percent Y2K compliant until a complete cycle has been run.

Dr. Redwine reported that the Governor's budget recommendations include an increase in funding for community college expenditures by 6.5% over the current year. The major budget adjustments include a 2.84% COLA increase and a 3% growth factor. The Partnership for Excellence funds will be increased by \$25 million.

She also reminded the Board of the special Board meeting on January 20, 2000, to discuss facilities.

Campus Report,  
Fresno City College

Dr. Larios reported the following from Fresno City College:

The College's Spring Orientation was held on January 6 in the FCC Gym. The Orientation included a workshop comprised of a presentation of the play *Oleanna* followed by a sexual harassment workshop moderated by the play's actors and Joe Trofemuk. Division and department meetings were conducted in the afternoon.

The basketball season is off to a record start. The men's team is now 17-1, but before suffering its first loss this weekend the

Campus Report,  
Fresno City College  
(continued)

team tied a 44-year-old school record with their 17<sup>th</sup> straight win last Wednesday over Reedley College in their conference opener. They are ranked first in the state. The women's team is off to a 16-6 record and is ranked #7 in northern California and 12th in the state.

The FCC Theatre production of Paula Vogel's play, *How I Learned to Drive*, has been invited to perform a scene at the 32<sup>nd</sup> Annual American College Theatre Festival Region VIII conference in Las Vegas in February. This is the third year in a row that the department has been so honored. Also this year, Dan Wheeler, scene designer and technical director, will be conducting a workshop on puppet construction.

A spring Student Athlete Orientation was held on Friday, January 7 at Copper River Country Club. The focus of the orientation was on student success. While we want them to be successful athletes, we want them to be successful students first.

Joaquin Jimenez has been elected as Regional Representative to the California Community College Student Financial Aid Administrators Association executive board. In addition to its duties to the association, the board also acts as an advisory board to the State Chancellor's office in areas of financial aid.

The Job Placement office is now in its new location in LI 147. The new, roomier office will provide cubicles for instructors who want to work with students on career projects and also for employers who want to conduct job interviews on site.

Special Saturday hours for students are available on January 15, 22 and 29. Offices in Student Services, Library, Business Office and the Bookstore will be open.

Dean of Students Robert Fox will be the keynote speaker at next Monday's Martin Luther King Jr. celebration in Fresno.

Campus Report,  
Reedley College

From Reedley College, Dr. Crow reported the following:

Reedley College had a successful start of the Spring 2000 semester with members of the Student Ambassadors and the Classified Senate helping students, answering students' questions and giving directions.

On December 4, the Talking Tigers took 2nd place in the overall tournament sweepstakes at the Nervous Novice Parliamentary Debate competition at Fresno City College.

Campus Report,  
Reedley College  
(continued)

Reedley College and the Reedley Community were very proud to watch the Reedley High Marching Band perform in the Tournament of Roses Parade on January 1, 2000. The RC staff, faculty and students raised a total of \$2,288.00 to help fund the band's trip to Pasadena.

The Reedley College Adjunct Faculty Workshop will be held on Saturday, January 22 at 8:00 a.m. in the Forum Hall. The focus of the workshop will be technology.

The Chant is back! After a long hiatus, the Reedley College newspaper is being published again. Students registered in the Newswriting course will take photos, write articles, and format the paper.

Reedley College will host a Town Hall Meeting on January 26 from 2:00 to 4:00 p.m. in the Forum Hall. The topic of discussion will be technology.

On Saturday, January 29 the RC LAND Department will host the Plant Science Field Day; the State Finals of the Natural Resources Management Contest; and the FFA Regional Agri-Science Fair. The three events will bring over 200 students to the Reedley campus.

Pulitzer Prize winning-author Philip Levine will be the featured speaker at the Reedley College Spring Speakers Series event on Thursday, February 17 at 7:00 p.m. in the Forum Hall. Everyone is invited to attend, and admission is free.

Congratulations to RC students Yoyner Ardila and Enedina Salazar for each being awarded a \$1,000 Chela Financial Scholarship. The students are two of 150 students selected in an eight-state region by Chela, a San Francisco-based, non-profit education finance company.

The RC French Program will host a French Film Festival during the Spring 2000 semester. A film will be shown every Monday at 3:00 p.m. beginning January 24. Everyone is invited to attend, and admission is free. A film festival booklet will be available soon.

Mark your calendar now for Kaleidoscope 2000. Reedley College's annual open house will be held on Thursday, April 13 from 9:30 a.m. to 2:00 p.m. and 4:30 to 6:30 p.m.

Campus Report,  
North Centers

Dr. Kershaw reported the following from the North Centers:

The North Centers Spring Orientation was held at the Madera site on January 6. The new Vice Chancellor, Dr. Don Yeager, was present, as well as Chancellor Redwine. The day included North Center updates, affirmative action hiring process training, and an overview on student services programs. Friday's flex day included division meetings, faculty equivalency training, and a service learning workshop.

Oakhurst:

All ten of the spring semester distance learning classes are being transmitted to the Oakhurst Center students. The Rite Aid site construction and landscaping has been completed, with final plans being made for the parking lot lighting project.

Clovis Center:

As during the fall semester, classes are being held at the Center and at Buchanan High School in the evenings. The Journalism class will be working on the first Center newsletter to be published this semester. Installation of sliding doors allowing easier wheel chair access to the Clovis Center and Training Institute will begin in the near future.

Madera Center:

The recruitment efforts have been expanded to include the newest high school partners, Camelot Continuation and Independence High School in the Madera Ranchos. The students are showing a high degree of interest in the 15% program, as well as enrollment for the fall semester. The activity level of the student clubs and organizations is rapidly increasing under the direction of Student Activities Director, Mr. Michael Platt. The newly formed Child Development Club is working with the staff on the upcoming opening of the Child Development Center, while Math, Chess, and Journalism Clubs are now being formed. The goal for the student government organization this spring is to establish a provisional student government that will be continued into the fall 2000 semester. A project begun last semester that is now being initiated involves a Center recycling program in conjunction with the Heartland Opportunity Center. The Town Meeting on Distance Education and Technology will be on January 26 from 9:00 a.m. to 11:00 a.m. The latest development on the construction projects include the burying of power lines in front of the

Campus Report,  
North Centers  
(continued)

Center, along with finalization of the parking lot and drive adjacent to the Child Development Center.

Academic Senate  
Report

Dr. Tony Abbott, Reedley College Academic Senate President, reported that Dr. Redwine attended the faculty orientation day last Thursday, and that the staff appreciates the encouragement to attend the districtwide shared governance meeting scheduled for January 24, 2000, as well as the open forums scheduled for the Vice Chancellor-Educational Services and Planning candidates on February 3, 2000. He noted that at the last Board meeting there were questions about the full-time/part-time faculty ratio, and even though the District is making progress in this area, he would like to clarify some of the issues. Dr. Abbott used a PowerPoint presentation to explain Lecture Hour Equivalent (LHE's) and the total LHE's taught by full-time and part-time faculty, the current District value, the ratio for the Reedley College math, English, and chemistry departments, and examples of class cancellations due to the lack of instructors.

Classified Senate  
Report

Ms. Cheryl Sullivan, Classified Senate President at Fresno City College, advised the Senate recently received training from the District Police Department on the Emergency Preparedness Plan. The next activity will be the Welcome Wagon, designed to match new employees with mentors that will assist them in learning about the District and campus procedures.

CalWorks/Welfare  
Reform, Fresno  
City College and  
Reedley College

Mr. Robert Fox and Dr. Ruben Fernandez updated the Board on the CalWorks and Welfare Reform programs at Fresno City College and Reedley College.

Mr. Manfredi stated he has heard a lot of good feedback on the neighborhood programs and it seems progress is being made in this area. He requested an outline of figures referred to in the reports in future presentations.

Mr. Smith asked what types of training the CalWorks participants are being given. Mr. Fox responded that more important than the training is the assessment of the individual and determining their skill and interest level so they can be successful. The students have access to the regular academic program as well as the three short-term certificate classes at the Manchester Center: Customer Relations Specialist, Business Office Assistant, and Business Account Clerk.

Mr. Smith questioned if there was a referral process for CalWorks students interested in the skills taught at the Vocational Training Center. Mr. Fox explained that the

CalWorks/Welfare Reform, Fresno City College and Reedley College (continued)

Vocational Training Center has its own referral system; however, if a student is interested in a program at the VTC, they are referred by the CalWorks staff as well.

Mr. Forhan asked for clarification on the number contracted by the Department of Social Services and what it means. Dr. Fox stated the Department of Social Services was contracted to advise 6,000 people through the entire system, not just Fresno City College. However, they were not able to identify and process 6,000 people for the program, so the current number is actually 1,100.

Mr. Manfredi asked if it was a matter of not being able to process the students through the system, or not being able to identify them. Mr. Fox stated their system was not ready and they were overly ambitious. At the same time they were going through a reorganization, and agreed to something they could not provide. Mr. Manfredi thanked Mr. Fox and Dr. Fernandez for the update and noted this is an area the Board would like to be updated on twice a year.

Mr. Thonesen asked if the students going into the AA program at the Reedley campus receive a stipend from CalWorks. Dr. Fernandez answered that all CalWorks students would get the same support services, such as childcare, work study opportunities, and financial aid.

Mr. Manfredi questioned if there other sites in the southeast service area of Reedley besides the Orange Cove location. Dr. Fernandez responded no. Mr. Manfredi asked about transportation from the outlying areas. Dr. Fernandez stated the students have overcome the transportation problem by ride sharing and working together as a cohort to find the necessary transportation to the college. Dr. Fernandez noted that public transportation is a major problem not only for the CalWorks students but for the college students in general.

Mr. Manfredi asked for a definition of TANF. Dr. Fernandez stated it is Temporary Aid to Needy Families.

Consent Agenda Action

It was moved by Mr. Thonesen and seconded by Mr. Smith and approved by the following vote that the Board of Trustees approve the consent agenda as presented. The motion carried by the following vote:

Ayes - 6  
Noes - 0  
Absent - 1

Employment and  
Resignation,  
Retirement, and  
Change of Duty  
Days, Certificated  
Personnel  
[00-01]

approve certificated personnel recommendations, Item A through D, as presented. (List A through D are herewith made a part of these minutes as Appendix I, 00-01).

Employment,  
Promotion, Change  
of Status, and  
Retirement,  
Classified Personnel  
[00-02]  
Action

approve classified personnel recommendations, Items A through E, as presented. (Lists A through E are herewith made a part of these minutes as Appendix II, 00-02).

Consideration of  
Applications for  
2000-2001  
Sabbatical Leaves,  
Fresno City College  
[00-03]  
Action

pursuant to Article XIV-A, Section 7, of the current agreement between the District and the State Center Federation of Teachers and contingent upon available funding, grant the following Sabbatical Leaves to Fresno City College staff members during the 2000-2001 academic year, subject to receipt by the District of a written statement from each leave recipient of agreement to serve the District for at least two years following completion of the leave (as required by Education Code Section 87770):

Lynn Badertscher	Fall 2000
Barbara Sausen	Fall 2000
Julie Wen-Howe	Fall 2000
Daniel Kim	Fall 2000
Janice Jansen	Fall 2000
Ken Wall	Fall 2000
Kathy Engel	Fall 2000
Debbi Shapazian	Spring 2001
Charlotte Arakelian	Spring 2001



Consideration to  
Approve Contracts  
between State Center  
Community College  
District, the  
California  
Department of  
Education, and the  
California  
Community  
Colleges  
Chancellor's Office  
[00-04]  
No Action

There were no contract renewals presented for consideration.

Consideration to  
Approve Out-of-  
State Travel for  
Forensics Team to  
Attend the  
Community College  
Round Robin  
Invitational  
Tournament, Fresno  
City College  
[00-05]  
Action

approve out-of-state travel for two (2) forensic students to participate in the Community College Round Robin Invitational Tournament in Price, Utah, February 11-12, 2000, with the understanding that the trip will be financed without requiring expenditures of District funds.

Consideration to  
Approve Out-of-  
State Travel for  
Theatre Arts  
Students to Attend  
the American  
College Theatre  
Festival, Fresno City  
College  
[00-06]  
Action

approve out-of-state travel for approximately twenty (20) theatre arts students to participate in the American College Theatre in Las Vegas, Nevada, February 7-13, 2000, with the understanding that the trip will be financed without requiring expenditures of District funds.

Review of District  
Warrants and  
Checks  
[00-07]  
Action

review and sign the warrants register for the period December 2, 1999, to January 4, 2000, in the total amount of \$7,781,771.93.

review and sign the check registers for the Fresno City College and Reedley College Co-Curricular and Bookstore Accounts for the period November 12, 1999, to December 31, 1999, in the amount of \$291,524.88.

Financial Analyses  
of Enterprise and  
Special Revenue  
Operations

[00-08]

Action

received as Board information only.

Consideration to  
Accept Construction  
Project, Office  
Alteration,  
Library/Media

Center, Fresno City  
College

[00-09]

Action

- a) accept the project for the Office Alteration, Library/Media Center, Fresno City College; and
- b) authorize the Chancellor or Vice Chancellor-Business to file a Notice of Completion with the County Recorder.

Consideration to  
Accept Construction  
Project, Secondary  
Effects, Fresno City  
College

[00-10]

Action

- a) accept the Secondary Effects Project at Fresno City College; and
- b) authorize the Chancellor or Vice Chancellor-Business to file a Notice of Completion with the County Recorder.

Consideration to  
Accept Construction  
Project, Relocatable  
Addition,

Vocational Training  
Center

[00-11]

Action

- a) accept the project for Relocatable Addition, Vocational Training Center; and
- b) authorize the Chancellor or Vice Chancellor-Business to file a Notice of Completion with the County Recorder.

Consideration to  
Accept Maintenance  
Project, Door  
Replacement and  
Hardware Repair,  
Residence Hall and  
Gymnasium,  
Reedley College

[00-12]

Action

- a) accept the project for the Door Replacement and Hardware Repair, Residence Hall and Gymnasium, Reedley College; and
- b) authorize the Chancellor or Vice Chancellor-Business to file a Notice of Completion with the County Recorder.

Consideration to  
Accept Maintenance  
Project, Replace  
Fire Alarm Signal  
Cable, Reedley  
College  
[00-13]  
Action

- a) accept the project to Replace Fire Alarm Signal Cable, Reedley College; and
- b) authorize the Chancellor or Vice Chancellor-Business to file a Notice of Completion with the County Recorder.

Consideration to  
Approve 2000-01  
Tuition Rate, Out-  
of-State and  
Nonresident  
Students  
[00-14]  
Action

- a) establish the out-of-state tuition rate at \$130.00 for each unit enrolled;
- b) establish the 2000-01 nonresident tuition rate at \$146.00 (including \$16.00 for capital outlay) for each unit enrolled; and
- c) continue Board policy which provides that total nonresident and out-of-state tuition be paid at the time of registration.

Consideration of  
Employment  
Transfer Agreement  
with the California  
Community  
Colleges  
Chancellor's Office  
[00-15]  
Action

approve the temporary transfer of Dr. Ed Wright to the California Community Colleges Chancellor's Office with full reimbursement to be made to the District from the Chancellor's Office for a period not to exceed one year.

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

Consideration to  
Appoint Vice  
Chancellor/President  
Designate, North  
Centers  
[00-16]

Dr. Padden stated that the District advertised nationally last spring for the position of Vice Chancellor/President Designate. A total of 30 applications were received. Following the screening process, eight individuals were invited for interview and four candidates were recommended for interview by the Board. Final interviews were conducted on November 23, 1999, and the position was offered to Dr. Don Yeager.

Dr. Yeager is currently serving as the Executive Dean of the Prescott Campus and Chief Academic Officer of the Yavapai College in Prescott, Arizona. He currently has districtwide responsibilities for academic and instructional affairs for the Yavapai College District. Dr. Yeager has also served as Associate Director of Educational Services Division, Washington State Board for Community and Technical Colleges, and was Executive Dean for Educational Services at Bellevue Community College in Washington State, Vice President of Instruction Arapahoe Community College, Colorado

Consideration to  
Appoint Vice  
Chancellor/President  
Designate, North  
Centers  
[00-16]  
(continued)

Community College and Occupational Education System, Vice President for Instruction and Student Services Arapahoe Community College. Dr. Yeager received his Bachelor of Arts in Radio-Television from the College of Liberal Arts, Arizona State University, his Master's degree in Counseling and Student Personnel from Arizona State University, and his Doctorate in Administration of Higher Education also from Arizona State University.

Action

A motion was made by Mr. Thonesen and seconded by Mr. Smith that the Board of Trustees appoint Dr. Don Yeager as Vice Chancellor/President Designate for the North Centers effective February 14, 2000, with placement on the Management Salary Schedule, Range 76, Step 6. The motion carried by the following vote:

Ayes -	6
Noes -	0
Absent -	1

Mr. Manfredi requested that a reception for Dr. Yeager be held in Madera.

Consideration to  
Appoint Executive  
Director, Foundation  
[00-17]

Dr. Padden reported that the position of Executive Director, Foundation, has been vacant since the resignation of Dr. Jim Meinert in December 1998. The District conducted a nationwide search, and 32 completed applications were received and five applicants invited for interview. The administration is recommending the Board appoint Mr. David Kyle as Executive Director of the Foundation.

Mr. Kyle is currently serving as the Executive Director of the Fresno Zoological Society and has done so since 1988. Mr. Kyle formerly served as Finance Director and Exploring Director for the Sequoia Council, Boy Scouts of America, marketing representative for Leisure Time Reservations Systems, and Project Leader for the Colorado Division of Parks and Recreation. He received his Bachelor of Science degree and his Masters of Science degree from Colorado State University-Fort Collins. Mr. Kyle received the 1996 Outstanding Fundraising Executive Award from the National Society of Fundraising Executives, and the 1997 Excellence in Business Award (for nonprofit organizations) from the *Fresno Bee*.

Action

A motion was made by Mr. Smith and seconded by Mr. Feaver that the Board of Trustees appoint Mr. David Kyle as Executive Director of the Foundation effective February 1, 2000, with

Consideration to  
Appoint Executive  
Director, Foundation  
[00-17]  
Action  
(continued)

placement on the Management Salary Schedule, Range 66, Step  
6. The motion carried by the following vote:

Ayes -	6
Noes -	0
Absent -	1

Dr. Padden introduced Mr. Kyle to the Board and audience.

Consideration to  
Appoint Director of  
Grants and External  
Funding  
[00-18]

Dr. Padden reviewed that the Director of Grants position has been vacant since August 1999. A national search was conducted and 46 completed applications were received. The screening committee narrowed the list to five individuals to be invited for interview. Those invited for interview had to submit a sample of their work for review by the screening committee prior to the interviews. Those being interviewed were also required to complete a written grant writing exercise following their interview. This exercise took from two to four and one-half hours per individual to complete. Two readers, familiar with the requirements of the task, independently read and rated the five written responses.

Based upon the above, the administration is recommending the Board appoint Dr. William Baker to the position. Dr. Baker is currently serving as the Director of Grants and Contracts at Utah Valley State College where he has served since 1992. Prior to moving to Utah Valley State College, Dr. Baker served two years at the Fresno City College Training Institute in the development area. He received his Bachelor's degree in Psychology and his Doctorate in Higher Education Administration from the University of Utah. Dr. Baker has also been a postdoctoral fellow in administration and research at the University of Washington.

Action

A motion was made by Mr. Smith and seconded by Mr. Thonesen that the Board of Trustees appoint Dr. William L. Baker to the position of Director of Grants and External Funding effective February 1, 2000, with placement on the Management Salary Schedule, Range 59, Step 8. The motion carried by the following vote:

Ayes -	6
Noes -	0
Absent -	1

Consideration to  
Appoint Executive  
Director, Public and  
Legislative  
Relations  
[00-19]

Dr. Padden advised that this position has been vacant since December 1, 1998, when the incumbent, Sarah Reyes was elected to the California State Assembly. Advertising for the position was purposely held off pending the appointment of our new Chancellor. A national search was conducted for the classified management position in accordance with the rules and regulations of the State Center Community College District Personnel Commission. A total of 72 individuals submitted applications meeting the minimum qualifications. Of this group, ten individuals were invited to interview before an oral panel consisting of four individuals, three of whom are highly respected members of the Fresno business/media/marketing community. The fourth individual was an executive level District manager. Candidates were ranked according to their performance before the oral board and an eligibility list was developed. The Chancellor interviewed individuals within the top three ranks of the eligibility list and is recommending that Mark Aydelotte be appointed to the position.

Mr. Aydelotte currently serves as Assistant Vice President, News & Communications for the University of California. Basically Mark is the Chief Public Affairs Manager for the nine campus UC system and oversees a budget of 1.5 million dollars and a staff of 20. He provides public relations counsel to the UC's President and other chief officers and the UC Board of Regents. He also coordinates statewide advocacy and information efforts. Prior to becoming an Assistant Vice President, Mark was Director of Regional Public Affairs for the University of California Office of the President and prior to that he was a Public Information Officer for Fresno City College and the State Center Community College District.

Action

A motion was made by Mr. Patterson and seconded by Mr. Feaver that the Board of Trustees appoint Mr. Mark Aydelotte to the position of Executive Director, Public and Legislative Relations, with placement on the Management Salary Schedule, Range 59, Step 8. The motion was carried by the following vote:

Ayes -	6
Noes -	0
Absent -	1

Dr. Padden introduced Mr. Aydelotte to the Board and audience.

Mr. Manfredi thanked Dr. Padden and his staff for the hard work over the past several months in recruiting the numerous

Consideration to  
Appoint Executive  
Director, Public and  
Legislative  
Relations  
[00-19]  
(continued)

management and faculty positions, as well as inviting business professionals and community members to participate in the selection process. He added that community participation should be expanded to the management and mid management positions, especially those positions that involve public contact, and include a balance from the campuses as well.

Disclosure of  
Collective  
Bargaining  
Agreement, AFT  
Part-Time  
Bargaining Unit, and  
Public Hearing  
[00-20]

Dr. Padden advised that a tentative agreement has been reached between the American Federation of Teachers local Part-Time Bargaining Unit and the District's negotiation team. The proposed agreement will be considered for ratification by the Board in closed session at its regularly scheduled meeting of January 11, 2000.

The terms of the proposed Agreement are:

**Article I: Term**

Three (3) years, July 1, 1999 – June 30, 2002

**Article IX: Federation Rights/Employee Lists**

The District will provide non-confidential telephone numbers of employees only.

**Article XI: Part-Time Employment-Assignment**

Complaints alleging violation of this section are subject to the grievance provisions of the contract.

**Article XV: Compensation**

**1999-2000 Salary Schedule\***

	<b>Class I</b>	<b>Class II</b>	<b>Class III</b>	<b>Class IV</b>	<b>Class V</b>
LEC Step 1	28.42	31.73	33.24	35.03	36.77
LEC Step 2	28.69	32.04	33.72	35.37	37.13
LEC Step 3	28.96	32.34	34.04	35.70	37.48
LAB Step 1	24.15	26.97	28.42	29.78	31.28
LAB Step 2	24.38	27.22	28.69	30.07	31.58
LAB Step 3	24.61	27.48	28.96	30.35	31.88

\*retroactive to August 1999 if the Agreement is accepted prior to January 11, 2000, otherwise the salary is effective upon ratification/approval.

Disclosure of  
Collective  
Bargaining  
Agreement, AFT  
Part-Time  
Bargaining Unit, and  
Public Hearing  
[00-20]  
(continued)

**2000-2001 Salary Schedule**

	<b>Class I</b>	<b>Class II</b>	<b>Class III</b>	<b>Class IV</b>	<b>Class V</b>
LEC Step 1	30.35	33.89	35.50	37.21	39.27
LEC Step 2	30.64	34.22	36.01	37.77	39.65
LEC Step 3	30.93	34.54	36.35	38.13	40.03
LAB Step 1	25.79	28.80	30.35	31.89	33.41
LAB Step 2	26.03	29.07	30.64	32.11	33.73
LAB Step 3	26.28	29.35	30.93	32.42	34.05

**2001-2002 Salary Schedule**

	<b>Class I</b>	<b>Class II</b>	<b>Class III</b>	<b>Class IV</b>	<b>Class V</b>
LEC Step 1	32.42	36.19	37.92	39.74	41.95
LEC Step 2	32.73	36.55	38.46	40.34	42.35
LEC Step 3	33.04	36.89	38.82	40.72	42.75
LAB Step 1	27.55	30.76	32.42	33.97	35.68
LAB Step 2	27.80	31.05	32.73	34.30	36.02
LAB Step 3	28.07	31.34	33.04	34.62	36.36

Section 2. STEP ADVANCEMENT

- A. Step advancement shall occur at the beginning of the academic year conditioned upon the part-time faculty member having taught and completed both fall and spring semesters in the immediate prior academic year.

Attached is the Disclosure of Collective Bargaining Agreement outlining the Proposed Change in Salary, the Cost of Agreement, Source of Funding, and Major Provisions as required by Government Code Section 3547.5. The Disclosure Statement has been publicly posted and available to the public since January 4, 2000. (Disclosure is herewith made a part of these minutes as Appendix III, 00-20).

It is required that the Board open the meeting for public comment regarding the settlement proposal.

Public Hearing

Mr. Manfredi opened the public hearing at 5:27 p.m. There being no comments, the hearing was closed at 5:28 p.m.

Dr. Padden stated that no Board action is required at this time as the proposal is scheduled for ratification in closed session.



Consideration to  
Accept the Fresno  
City College  
Strategic Plan and  
Mission Statement  
[00-21]

Dr. Larios stated in April 1998, shortly after the State Center Community College District completed its five-year Master Plan, Fresno City College began its first formal strategic planning process. The process model was designed to integrate the goals of the District Master Plan, existing college plans, and program planning and evaluation outcomes with the planning and budget process to increase institutional effectiveness.

The priorities outlined in the strategic plan will guide the college, its faculty, staff, and students, to understand the challenges and opportunities with our community, the changes that must come, and the path to follow.

Ms. Eileen White, Instructor and Chair of the Institutional Strategic Plan Task Force, gave a PowerPoint presentation on the proposed Plan and Mission Statement, which includes nine themes, twelve goals, and sixty-eight actions for 1999-2004.

Mr. Manfredi noted that on Page 11 of the Strategic Plan, it states that over 150 staff and students volunteered to participate in this process and the Board appreciates their efforts.

Mr. Smith stated he would like to express on behalf of the Board appreciation to Ms. White for her many years of service to the District, as he understands she is leaving.

Action

A motion was made by Mr. Smith and seconded by Mr. Forhan that the Board of Trustees accept and adopt the Fresno City College Institutional Strategic Plan and Missions Statement for 1999-2004. The motion carried by the following vote:

Ayes -	6
Noes -	0
Absent -	1

Consideration to  
Approve  
Institutional Self  
Study Report,  
Fresno City College  
[00-22]

Dr. Larios reported that the accreditation process was reviewed with the Board of Trustees at its June 1999 meeting. The College has been working on the Institutional Self Study Report since the fall 1998 semester. Committees comprised of faculty, staff, administration, and students have worked together to take an objective look at how well the College's programs and services comply with the ten different standards developed by the Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges. A draft copy of the institutional Self Study Report is included for the Board's review and comments.

Consideration to  
Approve  
Institutional Self  
Study Report,  
Fresno City College  
[00-22]  
(continued)

After receiving the Board's approval of the draft Institutional Self Study Report, it will undergo final editing and formatting. The Report will then be sent to the thirteen-member visitation team by February 1, 2000. Copies will also be provided to the Board and Accrediting Commission. The site visitation will take place on March 28-30, 2000.

Dr. Larios introduced Dr. Art Elish, who has served as the Accreditation Liaison Officer for the college. Dr. Elish stated the process used was the same as Reedley College with only minor differences. There are now ten standards and a demand for statistical data and demographics. He noted the report is positive and describes the functions and actions of the college, and addresses areas where the college has committed to improve. Dr. Elish emphasized that the report was in draft form, but the content will not be changed. The only changes will be grammatical in nature.

Mr. Manfredi stated that he realizes the process is to conduct a self-examination and to correct and improve; however, he is concerned about how a couple of statements are worded and whether or not there should be clarification. On Page 135, under Plan of Action, he noted he has heard this concern regarding the North Centers, but not about Fresno City College, although he knows there has been concern about the number of part-time individuals. He questioned if correction measures are being taken regarding the first sentence of the last paragraph, "Of great concern is the lack of consistent hiring practices for part-time faculty. See Resource Document 11."

Dr. Elish responded that the issue is being corrected to the extent it can be corrected. It cannot stay absolutely consistent because no matter what process you devise, when the phone rings at eight in the evening and the part-time instructor says he cannot be there at seven tomorrow evening, the division dean will do his best to put a qualified staff member in that classroom or those students will not receive an education.

Mr. Manfredi advised his concern is that while we make the first statement, we should also clarify some things, and that does not water it down. This is a strong statement and a comment should be made on the logistics of the problem.

Mr. Patterson stated he disagreed with some of the wording as it sounds like we are clear and consistent in what we do and it appears to be the procedure.

Consideration to  
Approve  
Institutional Self  
Study Report,  
Fresno City College  
[00-22]  
(continued)

Dr. Elish stated he understands how the faculty feels when a stranger shows up in the classroom to teach. The department chair may not even know the person and this is a concern.

Mr. Manfredi stated this is a rapidly growing district and these types of things are going to occur. But there are things such as starting earlier and notifying people earlier, and taking a few risks that we know have come out in the past okay regarding announcements, advertisements, etc., that maybe could help the situation.

Mr. Manfredi asked what are the next steps in the accreditation process. Dr. Elish explained that final editing and formatting will be done and the report will then be sent to the thirteen-member visitation team by February 1, 2000, for their review. The visitation team will be on campus March 28-30. He noted the team will also want to meet with some of the Board members.

Mr. Patterson questioned approving the report in draft form. Dr. Elish stated there are numerous grammatical errors to correct; however, the report has to be in the hands of the Accrediting Commission a minimum of 45 days prior to the visitation. Mr. Patterson said there is a special meeting on January 20 and his concern is approving something not in final form.

Mr. Manfredi clarified the changes are of a grammatical and format nature, rather than content.

Action

A motion was made by Mr. Smith and seconded by Mr. Patterson that the Board of Trustees approve the Fresno City College Institutional Self Study Report subject to minor grammatical and format changes and instructed staff to include a comment regarding the logistics of the problem stated on Page 135 under Plan of Action, at the beginning of the last paragraph. The motion carried by the following vote:

Ayes -	6
Noes -	0
Absent -	1

Mr. Smith commended Dr. Elish for the amount of time and effort he has put into this project.

Consideration to  
Accept 1998-99  
Audit Report  
[00-23]

Mr. Sharpe stated that annually community colleges are required to undergo a third party independent audit of its finances. The 1998-99 audit was performed by the audit firm of Borchardt, Corona & Faeth and representatives of the firm are present to review the report and to respond to questions from the Board.

Mr. Sharpe reviewed a few components of the audit to include: Page 5 gives a snapshot of all fund types and account groups and noted all have a positive balance; Pages 18-19 indicate the amount of indebtedness and shows that the District is fiscally prudent with a total indebtedness as of June 30, 1999, of \$1,051,000.00. The District will be debt free in fall 2004, which is almost unheard of in a district this size. Page 21 is a Y2K disclosure and the District is compliant. Pages 40-41 show a schedule of the District's annualized attendance. The District has an FTE of over 20,000 and no audit adjustments were necessary. Page 56 addresses prior year audit findings. There were two findings last year and they have been corrected and implemented.

Mr. Sharpe advised this year there are three findings. The firm of Borchardt, Corona & Faeth has performed the audit for the past six years. This will be the last year for their firm and the District will be going out to bid prior to next year. The District has had a very high quality of auditors and cooperation with Borchardt, Corona & Faeth, and they take their role very seriously in the public arena as they also perform audits for other school districts. In order to insure a lack of conflict of interest, the head auditor on the project has been rotated every two years. Mr. Sharpe introduced Mr. Tom Borchardt, principal of the audit firm.

Mr. Borchardt referred to Pages 37-38, which indicate the size and scope of the federal programs undertaken by the District. The programs have grown considerably in dollar amount over prior years and with that the responsibilities and accountability of the District are monitored. He continued that the findings look like three, but actually there are only two. Finding number three was a computer glitch during the course of the year that did not show academic probation students in a timely manner. The Education Code does provide for an extended reporting period and we have been assured that as of September of this fiscal year the students that were on academic probation have been notified and it does fall within the period of compliance. On Page 53 the finding is due to the Datatel system and a lack of understanding and utilization of the new accounting system

Consideration to  
Accept 1998-99  
Audit Report  
[00-23]  
(continued)

during the transition year. The adjustments have been made and procedures established that provide the necessary steps. The finding on Page 54 deals with the accounting principles at Reedley College where several bank accounts were not fully reconciled during the fiscal year. This was a one-time occurrence, the records have been brought up-to-date, and systems procedures have been fortified to prevent reoccurrence.

Mr. Forhan asked how a business can operate without reconciling the bank account. Mr. Borchardt explained that it is not a good practice, but as long as there is a positive balance transactions can continue.

Mr. Manfredi stated this shows the value of an external audit. Over the years we have seen the District grow tremendously and come out with some very clean audits. Now we have a situation that we hope has been corrected. He stressed that while some of the situations obviously relate to the transition to the Datatel system in his experience that is not the case with bank reconciliation. This is a personnel error, the Board is very concerned, and hopes that measures are taking place to prevent this situation in the future.

Mr. Sharpe stated that it is most important that everyone hear there was not one dollar found to be misspent. The statements have been one hundred percent reconciled and internal measures have been taken to correct the situation. There is now a procedure in place that all bank reconciliations must be reconciled within thirty days of receiving the bank statement, signed off and then sent to the District Office. The internal auditors will then check periodically on the reconciliations of the statements. Mr. Sharpe agreed that this situation shows the benefit of an external audit.

Mr. Patterson questioned that there were no costs related to the lack of reconciliations. Mr. Borchardt clarified that once the bank statements were reconciled, there were no funds misplaced.

Mr. Sharpe emphasized this is not one individual's fault, and the District is in this together.

Mr. Manfredi stated that a concern that he had five or six years ago was that if there was a personnel problem, Dr. Padden's area handled it. This practice has changed and good information now comes through and individuals are not presented to the Board without a record of progressive discipline. He would

Consideration to  
Accept 1998-99  
Audit Report  
[00-23]  
(continued)

hope that the sites do not entirely rely on the central office to make corrections.

Mr. Manfredi noted the District has had excellent audits in the past three years and it shows two things: that the auditors are objective, and when we take on too many tasks we do not do things as well and must hold people accountable.

Mr. Manfredi expressed his concern on Page 56 under Current Status, in addition to the word implemented, it should indicate an outline of how. Mr. Borchardt advised this is normal nomenclature from the state to be handled in that fashion. The details of how it was implemented can be found in last year's audit report.

Mr. Manfredi asked if there were any questions regarding the JTPA audit.

Mr. Gus Corona advised work has begun on the JTPA audit and it was agreed that over a period of time the individual grants would be reviewed. Two of their staff members will be starting tomorrow on one of the grants, and the results will be reported at the February Board meeting. Mr. Corona clarified this is an audit review but also an assistance in compliance.

Action

A motion was made by Mr. Forhan and seconded by Mr. Smith that the Board of Trustees accept the 1998-99 audit report as submitted by the firm of Borchardt, Corona & Faeth. The motion carried by the following vote:

Ayes -	6
Noes -	0
Absent -	1

Mr. Smith thanked Borchardt, Corona & Faeth for their fine work, constructive criticism, and willingness to make tough decisions.

Consideration to  
Approve 1999-00  
Partnership for  
Excellence  
Recommendations  
[00-24]

Mr. Sharpe stated this presentation has been revised since the December Board meeting with more in-depth information. He distributed copies of a matrix indicating how the funds meet the Partnership for Excellence goals and the District goals. Mr. Sharpe indicated that increases above 1998-99 funding levels were allocated in 1999-2000 on an FTES basis. Next year, with the opening of additional facilities in Madera, it will be necessary to allocate additional funds to the North Centers. The Board committed last year that faculty positions will not exceed one-third of the Partnership for Excellence funding allocation,

Consideration to  
Approve 1999-00  
Partnership for  
Excellence  
Recommendations  
[00-24]  
Action

and total on-going employee costs, including faculty and other certificated or classified personnel, shall not exceed fifty percent of the total Partnership for Excellence funding allocations. Lastly, it should be noted that the recommended Partnership for Excellence Plans have been developed with significant input from all constituent and employee groups. Based upon the collaborative input, as well as the specific needs of the campuses, it is believed that the Plans will contribute to significant improvement in the various Partnership for Excellence goals.

Mr. Forhan stated the matrix is an excellent approach to the Partnership for Excellence funds and answers a lot of questions. He complimented the staff on an excellent job of showing the impact of these funds.

Dr. Redwine stated she has asked the presidents to establish by March 30, baseline data for every Partnership for Excellence project, using last year's data.

A motion was made by Mr. Forhan and seconded by Mr. Patterson that the Board of Trustees approve the recommended 1999-00 Partnership for Excellence program as provided. The motion carried by the following vote:

Ayes -	6
Noes -	0
Absent -	1

Mr. Manfredi stated there are some dollars that are uncommitted and asked what is the next step. Mr. Sharpe responded the uncommitted dollars at this point in time are in the hands of the campuses. The District did not take anything off the top for central office services; the monies were basically given to the campuses. The presidents and Dr. Redwine would have to answer this question. Dr. Redwine confirmed the monies would be used for technology.

Reports of Board  
Members

Ms. Marylee McGough, Fresno City College Student Trustee, Stated the Associated Student Government is putting the pedal to the metal as they prepare for the spring semester agenda of pursuing California's goal of all students receiving a "world class" education. To kick off the semester, over thirty-five students volunteered their time this week to be a part of the Welcome Team 2000. This is the third year that the team has been in action and has made a tremendous impact in helping make the first week of class less stressful for students. The Team 2000 theme will be carried throughout the year in all

Report of Board  
Members  
(continued)

academic, athletic, activity, and working teams. The Associated Students are currently providing thirty-five emergency book loans to students who are short of funds. Each loan is worth \$75.00 and must be paid back within sixty days. Ms. McGough concluded her report with a quote from Dr. Martin Luther King, Jr. in honor of his birthday on January 17.

Mr. Forhan apologized for being late as he had a Board of Governors meeting. The information on the budget increase of 6.5% for community colleges is certainly warranted; however, it is less than half of what was asked for. The California State University system will receive a 7.5% increase, and the University of California system will receive a 9% increase. He stated that community colleges are clearly underfunded and it is a concern nationwide. Also at the Board of Governor's meeting the issue of diversity was discussed. Tonight we are appointing three high level administrators and they are all white males, and he questions what the District is doing to have a positive impact on this issue, i.e., where is the pool, what is being done, where is the outreach.

Mr. Manfredi stated that while he feels the individual hiring decisions are good, he too would echo a concern about diversity.

Future Agenda  
Items

Mr. Manfredi reminded the Board of the special board meeting on January 20 regarding facilities and requested the Board members that cannot be in attendance to communicate any concerns to Dr. Redwine or him.

Mr. Manfredi stated he talked with Dr. Pete Mehas regarding CyberHigh. Dr. Mehas mentioned that the mechanism for the program is CVTC, and the District already belongs to this consortium. He would like to have a workshop to discuss both CVTC and CyberHigh on-line curriculum.

Mr. Sharpe agreed this is a good recommendation as the District became involved with CVTC three years ago and committed to reporting back to the Board on this program.

Closed Session

Mr. Manfredi stated that the Board, in closed session, will be discussing the following: Consideration to Ratify Tentative Bargaining Agreement, Part-Time Faculty, AFT; Conference with Labor Negotiator [SCFT and CSEA], Hank Padden, Pursuant to Government Code Section 54957.6; Conference with Legal Counsel - Potential Litigation, Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9 (one potential case); and Conference with Legal Counsel -



- Closed Session  
(continued) Anticipated Litigation, Initiation pursuant to subdivision (c) of Section 54956.9 (one potential case). Mr. Manfredi declared a recess at 6:33 p.m.
- Open Session The Board moved into open session at 7:25 p.m., and Mr. Manfredi announced the Board, in closed session, ratified a tentative bargaining agreement with part-time faculty, AFT; and gave direction to its chief labor negotiator with respect to negotiations with the AFT full-time bargaining unit.
- Consideration of  
Notice of Claim,  
Charest  
Construction  
Company  
[00-25]  
Action A motion was made by Mr. Patterson and seconded by Mr. Forhan that the Board of Trustees reject the claim submitted on behalf of Charest Construction Company and direct the Vice Chancellor-Business to give written notice of said action to the claimant.
- Adjournment The meeting was adjourned at 7:28 p.m. by the unanimous consent of the Board.

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H. Ronald Feaver  
Secretary, Board of Trustees  
State Center Community College District

HRF:cs

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

PRESENTED TO BOARD OF TRUSTEES

DATE: February 1, 2000

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SUBJECT: Employment and Resignation,  
Certificated Personnel

ITEM NO. 00-35

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EXHIBIT: Certificated Personnel Recommendations

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Recommendation:

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

CERTIFICATED PERSONNEL RECOMMENDATIONS

A. Recommendation to employ the following persons:

<u>Name</u>	<u>Campus</u>	<u>Range &amp; Step</u>	<u>Salary</u>	<u>Position</u>
Jeffery, Terral	Reedley	V, 6	\$25,018	Manufacturing Technology Instructor

(New Applicant)

(Temporary Contract, January 18, 2000 – May 19, 2000)

Porter, Teresa	Reedley	V, 6	\$65,036	International Education Coordinator
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(Current Classified Employee)

(Categorically funded contract, January 24, 2000 – June 30, 2000)

Quintana, Frank	FCC	59 ,8	\$96,008	Director of EOP&S
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(Current Certificated Employee)

(Management Contract, February 14, 2000 - June 30, 2000)

B. Recommendation to accept resignation for the following person:

<u>Name</u>	<u>Campus</u>	<u>Effective Date</u>	<u>Position</u>
Etcheverry, John	Reedley	December 10, 2000	International Education Coordinator

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

PRESENTED TO BOARD OF TRUSTEES

DATE: February 1, 2000

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

ITEM NO. 00-36

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EXHIBIT: Classified Personnel Recommendations

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Recommendation:

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

CLASSIFIED PERSONNEL RECOMMENDATIONS

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

<u>Name</u>	<u>Location</u>	<u>Classification</u>	<u>Range/Step/Salary</u>	<u>Date</u>
Schoolen, Darcie	FCC	Employment/Case Mgmt Specialist Position No. 2312	54-A \$2579	1/3/00
Villarreal, Rachel	FCC	Accounting Clerk III Position No. 2348	48-A \$2229	1/3/00
Meza, Francisca	RC	Upward Bound Assistant Position No. 3123	52-A \$2455	1/6/00
Wong, Janice	FCC	College Center Assistant Position No. 2338	57-A \$2773	1/24/00

B. Recommendation to employ the following person (probationary) (pass through - Foundation):

<u>Name</u>	<u>Location</u>	<u>Classification</u>	<u>Range/Step/Salary</u>	<u>Date</u>
Hope, M. Aaron	DO	Accounting Technician I Position No. 1125	57-B \$2913	1/18/00

C. Recommendation to employ the following persons (probationary) (permanent/part-time):

<u>Name</u>	<u>Location</u>	<u>Classification</u>	<u>Range/Step/Salary</u>	<u>Date</u>
Navarro, Pete	Clovis	Custodian Position No. 5311	41-A \$10.81/hour	1/3/00

D. Recommendation to employ the following persons (extra help):

<u>Name</u>	<u>Location</u>	<u>Classification</u>	<u>Hourly Rate</u>	<u>Date</u>
Dansby, LaSharon	FCC	Registration Assistant	\$ 5.75	1/6/00
Ihde, Robert	FCC	Registration Assistant	5.75	12/20/99
Ferretti, Kaden	DO	Office Assistant I	5.75	12/24/99

February 1, 2000

## D. Recommendation to employ the following persons (extra help) (continued):

<u>Name</u>	<u>Location</u>	<u>Classification</u>	<u>Hourly Rate</u>	<u>Date</u>
Mireles, Ann	DO	Office Assistant I	5.75	1/3/00
Herrera, Erik	FCC	Custodian	6.19	12/22/99
Silva, Rueben	DO	Maintenance Worker I	6.96	1/10/00
Quail, Joan	FCC	Office Assistant III	6.96	1/3/00
Sandoval, Delfina	RC	Office Assistant III	6.96	12/20/99
Alaniz, Michelle	FCC	Educational Advisor	9.02	12/22/99
Browning, Jeremy	FCC	Educational Advisor	9.02	12/22/99
DeLaCruz, Abel	FCC	Educational Advisor	9.02	12/14/99
Evanson, Lisa	FCC	Educational Advisor	9.02	1/3/00
Poulsen, Chris	FCC	Educational Advisor	9.02	12/14/99
Santiago, Jeffrey	FCC	Educational Advisor	9.02	12/21/99
Walker, Oscar	FCC	Educational Advisor	9.02	12/21/99
Frasier, Monique	FCC	Exam Proctor	9.20	12/1/99
Hoogesteger, Erika	FCC	Exam Proctor	9.20	12/20/99

D. Recommendation to employ the following persons (extra help) (continued):

<u>Name</u>	<u>Location</u>	<u>Classification</u>	<u>Hourly Rate</u>	<u>Date</u>
Stoeckel, Emily	FCC	Exam Proctor	9.20	11/22/99
Wharton, Kathryn	DO	Secretary	11.00	1/10/00
Klein, Annette	FCC	Deaf Interpreter IV	12.00	1/3/00

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

<u>Name</u>	<u>Location</u>	<u>Classification</u>	<u>Date</u>
Price, Erin	FCC	Office Assistant I Position No. 2315 to Position No. 2321	1/10/0
Sanchez, Sylvia	FCC	Office Assistant III Position No. 2002 to Position No. 2244	1/18/00
Verduzco, Ishmael	FCC	Job Developer Position No. 2328 to Position No. 2326	1/3/00
Walther, Debra	RC to FCC	Office Assistant III Position No. 3006 to Position No. 2010	2/1/00
Hutchison, Kellie	DO	Accounting Clerk III Position No. 1019 to Position No. 1020	2/1/00

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

<u>Name</u>	<u>Location</u>	<u>Classification</u>	<u>Range/Step/Salary</u>	<u>Date</u>
Braggs, Marcie	FCC	Job Developer Position No. 2330 to Education Resource Coor Position No. 2301	62-A \$3132 66-A \$3455	1/3/00 thru 6/30/00
(filling vacant position pending recruitment/selection)				
Hopkins, Lavell	DO	Maintenance Specialist Position No. 1104 to	60-E \$3716 60-E+5%	2/1/00 thru 3/17/00
(CSEA Agreement Article 34, Section 8, assuming additional duties)				

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

<u>Name</u>	<u>Location</u>	<u>Classification</u>	<u>Range/Step/Salary</u>	<u>Date</u>
Henderson, Sean	FCC	Job Developer Position No. 2298 to Job Placement Coord Position No. 2250	62-B \$3291 66-B \$3625	1/3/00 thru 4/1/00
(filling vacant position pending recruitment/selection)				
Reynolds, Kaye	FCC	Office Assistant II Position No. 2252 to Student Services Spec Position No. 2005	41-A \$2281 52-A \$2455	12/16/99 thru 12/23/99
(CSEA Agreement Article 34, Section 8, assuming additional duties)				

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

<u>Name</u>	<u>Location</u>	<u>Classification</u>	<u>Date</u>
Bell, Eugene	FCC	Employment/Case Management Specialist Position No. 2311	1/15/00
Fisher, Diana aka D. Kristin Smith	FCC	Bookstore Sales Clerk II Position No. 2085	2/22/00

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

<u>Name</u>	<u>Location</u>	<u>Classification</u>	<u>Date</u>
Briones, Anastacio	DO	Maintenance Worker/Locksmith Position No. 1100	1/25/00
Pappanduros, Margaret	FCC	Administrative Secretary I Position No. 4002	4/1/00



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

PRESENTED TO BOARD OF TRUSTEES

DATE: February 1, 2000

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SUBJECT: Consideration to Approve Revisions to  
Board Policy 4036, Nondiscrimination,  
and Board Policy 5109, Prohibition of Discrimination  
and Sexual Harassment

ITEM NO. 00-37

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EXHIBIT: Revised Policies

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Background:

The California legislature recently adopted AB 537, which expands the state's nondiscrimination laws relating to educational institutions to include a prohibition of discrimination on the basis of sexual orientation.

In light of this addition to state law, the District must revise its nondiscrimination policies to add sexual orientation as a basis of prohibited discrimination. The two policies which would be impacted are Board Policy 4036, which is the nondiscrimination policy applicable to employees of the District, and Board Policy 5109, which is the policy prohibiting discrimination in relation to students. Revised policies have been prepared that add sexual orientation to the list of protected categories. These policies have gone through the shared governance process.

Recommendation:

It is recommended that the Board of Trustees adopt revised Board Policy 4036, Nondiscrimination, and Board Policy 5109, Prohibition of Discrimination and Sexual Harassment.

**Non-discrimination**

The State Center Community College District is committed to the protection of all members of the college community from violation and discrimination on the basis of sex, ancestry, age (over 40), marital status, race, religious creed, mental disability, medical condition, denial of family care leave, color, national origin, ~~and~~ physical disability *or sexual orientation*.

Regulations are to be adopted which provide for a prompt and fair investigation of any allegation of discrimination. Violation of this policy will constitute cause for disciplinary action up to and including dismissal.

**Retaliation**

The district forbids retaliation against anyone who reports and/or objects to alleged discrimination. Violation of this prohibition on retaliation may result in discipline up to and including dismissal.

### **Prohibition of *Discrimination and Sexual Harassment***

It is the policy of the governing board of the State Center Community College District that no person shall, on the basis of ethnic group identification, national origin, religion, age, sex, race, color, or physical or mental disability *or sexual orientation* be subjected to unlawful discrimination in any program or activity of the district. It is further the policy of the governing board that the district shall maintain a working and learning environment free from sexual harassment of its students, employees, and those who apply for student or employee status. All students and employees should be aware that all institutions of the district are concerned and will take action to eliminate sexual harassment. Engaging in sexual harassment is conduct which may subject the harasser to disciplinary action.

Harassment on the basis of sex is a violation of State and Federal Law.

Sexual harassment means unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature, made by someone from or in the work or educational setting, under any of the following conditions:

- a. Submission to the conduct is explicitly or implicitly made a term or a condition of an individual's employment, academic status, or progress.
- b. Submission to, or rejection of, the conduct by the individual is used as the basis of employment or academic decisions affecting the individual.
- c. The conduct has the purpose or effect of having a negative impact upon the individual's work or academic performance, or of creating an intimidating, hostile, or offensive work or educational environment.
- d. Submission to, or rejection of, the conduct by the individual is used as the basis for any decision affecting the individual regarding benefits and services, honors, programs, or activities available at or through the educational institution.

Complaints of sexual harassment should be processed according to the terms of District Administrative Regulation 5109.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: February 1, 2000

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SUBJECT: Consideration to Approve Contracts between  
State Center Community College District, the  
California Department of Education, and the  
California Community Colleges Chancellor's Office

ITEM NO. 00-38

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EXHIBIT: None

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Background:

This item is a placeholder. At this time of year, the District often receives several contract renewals from the Department of Education and the California Community Colleges Chancellor's Office for Child Development, Child Nutrition, Tech Prep, and School-to-Career programs. The contracts are often received immediately prior to the Board meeting and do require Board approval and authorization for signatures.

Recommendation:

It is recommended that the Board of Trustees approve the contract renewals the District will forward from the California Department of Education and the California Community Colleges Chancellor's Office, and authorize Henry M. Padden, Vice Chancellor-Personnel, to enter into and sign said agreements on behalf of the District.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: February 1, 2000

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

ITEM NO. 00-39

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EXHIBIT: None

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Background:

Reedley College is requesting Board approval for one Upward Bound student to travel to Washington D.C. on June 10-15, 2000, to participate in the Eleventh Annual Council for Opportunity in Education National Student Leadership Congress. The advisor accompanying the student will be Dr. Ruben Fernandez. The student will be traveling at no cost to the District.

Recommendation:

It is recommended that the Board of Trustees approve out-of-state travel for one Upward Bound student to travel to Washington, D.C. to participate in the Eleventh Annual Council for Opportunity in Education National Student Leadership Congress, to be held June 10-15, 2000, with the understanding that the trip will be financed without requiring expenditures of District funds.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: February 1, 2000

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SUBJECT: Review of District Warrants and Checks

ITEM NO. 00-40

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EXHIBIT: None

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Background:

It is recommended that the Board of Trustees review and sign the warrants register for the period January 6, 2000, to January 20, 2000, in the total amount of \$5,373,945.49.

It is also recommended that the Board of Trustees review and sign the check registers for the Fresno City College and Reedley College Co-Curricular Accounts and the Fresno City College and Reedley College Bookstore Accounts for the period December 23, 1999, to January 24, 2000, in the amount of \$1,408,529.51.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: February 1, 2000

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SUBJECT: Financial Analyses of Enterprise  
And Special Revenue Operations

ITEM NO. 00-41

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EXHIBIT: Financial Analyses

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Background:

The financial reports for the period ending December 31, 1999, for the campus Bookstores and the Reedley College Cafeteria and Residence Hall (Dormitory) are enclosed. These reports consist of a combined balance sheet and a combined statement of revenues and expenses reflecting the financial position and operating results for each of the above enterprise and special revenue operations. The net revenue for all operations has a positive balance through December 31, 1999.

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 DECEMBER 31, 1999**

	ENTERPRISE		TOTAL	SPECIAL REVENUE		
	FCC BOOKSTORE*	RC BOOKSTORE*		RC CAFETERIA*	RC DORMITORY*	TOTAL
<b>ASSETS</b>						
Cash in County Treasury				\$ 120,570	\$ 75,534	\$ 196,104
Cash in Bank	\$ 1,224,637	\$ 216,857	\$ 1,441,494	46,890	8,003	54,893
ATM Change Fund				8,000		8,000
Revolving Cash Fund	10,200	20,000	30,200	1,500		1,500
Bookstore Reserve/Project			0			0
Accounts Receivable	57,930	19,966	77,896	33,720	93,017	126,737
Interest Receivable						0
Due from Other Funds					17,792	17,792
Prepaid Expenses	1,968	299	2,267			
Inventory	1,789,592	598,470	2,388,062	32,973		32,973
Total Current Assets	\$ 3,084,327	\$ 855,592	\$ 3,939,919	\$ 243,653	\$ 194,346	\$ 437,999
Fixed Assets (Net)	1,466,862	153,508	1,620,370			
<b>TOTAL ASSETS</b>	<b>\$ 4,551,189</b>	<b>\$ 1,009,100</b>	<b>\$ 5,560,289</b>	<b>\$ 243,653</b>	<b>\$ 194,346</b>	<b>\$ 437,999</b>
<b>LIABILITIES &amp; FUND BALANCE</b>						
Accounts Payable	\$ 636,088	\$ 128,018	\$ 764,106			
Due to Other Funds	86,057	56,627	142,684	\$ 162,757	\$ 108,064	\$ 270,821
Warrants Payable				2,971	19	2,990
Total Current Liabilities	\$ 722,145	\$ 184,645	\$ 906,790	\$ 165,728	\$ 108,083	\$ 273,811
Unreserved Fund Balance	2,039,452	225,985	2,265,437	44,952	86,263	131,215
Reserved Fund Balance	1,789,592	598,470	2,388,062	32,973	0	32,973
Total Fund Balance	\$ 3,829,044	\$ 824,455	\$ 4,653,499	\$ 77,925	\$ 86,263	\$ 164,188
<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<b>\$ 4,551,189</b>	<b>\$ 1,009,100</b>	<b>\$ 5,560,289</b>	<b>\$ 243,653</b>	<b>\$ 194,346</b>	<b>\$ 437,999</b>

\* Does Not Include Indirect Charges





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

PRESENTED TO BOARD OF TRUSTEES

DATE: February 1, 2000

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SUBJECT: Budget Transfers and Adjustments Report

ITEM NO. 00-42

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EXHIBIT: Report

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Background:

The enclosed Budget Transfers and Adjustments Report reflects budget adjustments through the period ended December 31, 1999. The adjustments represent changes to meet the on-going needs of the District, including categorical-funded programs, educational needs of the campuses, and new grants and agreements.

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

**STATE CENTER COMMUNITY COLLEGE DISTRICT**  
**GENERAL FUND - ALL FUNDING**  
**Expenditure Budget Adjustments/Transfers**  
**As of 12/31/99**

	Adopted Budget	Budget Adj/Transfers	Current Budget
91000	ACADEMIC SALARIES		
91100	\$ 21,615,778	\$ 86,997	\$ 21,702,775
91200	9,499,551	319,218	9,818,769
91300	7,641,702	(52,587)	7,589,115
91400	1,126,972	267,996	1,394,968
	<u>39,884,003</u>	<u>621,624</u>	<u>40,505,627</u>
92000	CLASSIFIED SALARIES		
92100	15,443,610	191,890	15,635,500
92200	615,854	39,010	654,864
92300	2,813,002	526,087	3,339,089
92400	406,037	(70,695)	335,342
92500	1,302,220	(258,970)	1,043,250
92600	312,318	(5,585)	306,733
	<u>20,893,041</u>	<u>421,737</u>	<u>21,314,778</u>
93000	BENEFITS		
93100	2,744,759	50,915	2,795,674
93200			
93300	1,621,895	82,334	1,704,229
93400	6,912,271	81,349	6,993,620
93500	35,369	1,929	37,298
93600	787,653	13,579	801,232
93700	272,588	8,457	281,045
93900	400,000		400,000
	<u>12,774,535</u>	<u>238,563</u>	<u>13,013,098</u>
94000	SUPPLIES & MATERIALS		
94200	166,106	64,548	230,654
94300	1,027,829	91,555	1,119,384
94400	1,813,489	121,230	1,934,719
94500	169,567	3,187	172,754
94600	14,000	200	14,200
	<u>3,190,991</u>	<u>280,720</u>	<u>3,471,711</u>

**STATE CENTER COMMUNITY COLLEGE DISTRICT  
GENERAL FUND - ALL FUNDING  
Expenditure Budget Adjustments/Transfers  
As of 12/31/99**

	<u>Adopted Budget</u>	<u>Budget Adj/Transfers</u>	<u>Current Budget</u>
95000 OTHER OPER EXPENSES			
95100 Utilities	2,458,282	117,600	2,575,882
95200 Rents, Leases and Repairs	1,914,808	147,954	2,062,762
95300 Mileage & Allowances	1,286,284	541,116	1,827,400
95400 Dues & Memberships	120,123	13,242	133,365
95500 Pers. & Cons. Services	4,558,859	1,508,077	6,066,936
95600 Insurance	594,421	(3,409)	591,012
95700 Advertising & Printing	1,285,948	303,018	1,588,966
95900 Other	686,879	306,663	993,542
Total	<u>12,905,604</u>	<u>2,934,261</u>	<u>15,839,865</u>
96000 CAPITAL OUTLAY			
96100 Sites	-	-	-
96200 Site Improvement	295,600	121,600	417,200
96300 Buildings	-	185,569	185,569
96400 Bldg Renov & Improvements	530,368	720,174	1,250,542
96500 New Equipment	3,968,661	362,020	4,330,681
96600 Replacement Equipment	539,720	295,729	835,449
96700 Lease Bldgs & Equipment	9,816	9,364	19,180
96800 Library Books	55,500	-	55,500
Total	<u>5,399,665</u>	<u>1,694,456</u>	<u>7,094,121</u>
Total General Fund Expenditure	<u>\$ 95,047,839</u>	<u>\$ 6,191,361</u>	<u>\$ 101,239,200</u>
97000 OTHER OUTGO			
97100 Debt Service	-	-	-
97300 Interfund Transfers	1,492,000	-	1,492,000
97500 Student Financial Aid	-	-	-
97600 Other Payments/Students	24,267	176,000	200,267
97900 Contingencies	2,012,390	(760,671)	1,251,719
Total Other Outgo	<u>\$ 3,528,657</u>	<u>\$ (584,671)</u>	<u>\$ 2,943,986</u>
Total District Expenditures	<u>\$ 98,576,496</u>	<u>\$ 5,606,690</u>	<u>\$ 104,183,186</u>

**STATE CENTER COMMUNITY COLLEGE DISTRICT  
GENERAL FUND - ALL FUNDING  
Revenue Budget Adjustments/Transfers  
As of 12/31/99**

	Adopted Budget	Budget Adj/Transfers	Current Budget
81000	FEDERAL REVENUES		
81200	\$ 1,741,405	\$ 806,399	\$ 2,547,804
81300	4,521,613	269,134	4,790,747
81400	-	-	-
81500	124,128	128,341	252,469
81600	-	-	-
81700	2,188,556	564,915	2,753,471
81990	2,466,312	1,306,818	3,773,130
	<u>11,042,014</u>	<u>3,075,607</u>	<u>14,117,621</u>
86000	STATE REVENUES		
86100	42,221,080	(21,873)	42,199,207
86200	6,011,821	1,009,782	7,021,603
86500	2,180,552	328,163	2,508,715
86700	455,000	-	455,000
86800	2,400,000	-	2,400,000
86900	525,000	-	525,000
	<u>53,793,453</u>	<u>1,316,072</u>	<u>55,109,525</u>
88000	LOCAL REVENUES		
88100	28,735,000	-	28,735,000
88200	-	21,636	21,636
88300	18,000	103,986	121,986
88400	104,000	-	104,000
88500	212,500	-	212,500
88600	500,000	-	500,000
88700	3,074,000	10,500	3,084,500
88800	1,542,250	-	1,542,250
88900	1,522,409	1,700	1,524,109
	<u>35,708,159</u>	<u>137,822</u>	<u>35,845,981</u>
	<u>\$ 100,543,626</u>	<u>\$ 4,529,501</u>	<u>\$ 105,073,127</u>

**STATE CENTER COMMUNITY COLLEGE DISTRICT  
GENERAL FUND - ALL FUNDING  
Revenue Budget Adjustments/Transfers  
As of 12/31/99**

	<u>Adopted Budget</u>	<u>Budget Adj/Transfers</u>	<u>Current Budget</u>
89000 OTHER FIN SOURCES			
89100 Proceeds/Fixed Assets	10,000	5,000	15,000
89400 Proceeds/Long-Term Debt	-	-	-
89800 Incoming Transfers	-	-	-
Total Other Financing Sources	\$ 10,000	5,000	\$ 15,000
Total District Revenues	<u>\$ 100,553,626</u>	<u>\$ 4,534,501</u>	<u>\$ 105,088,127</u>

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

PRESENTED TO BOARD OF TRUSTEES

DATE: February 1, 2000

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SUBJECT: Consideration to Accept Construction Project,  
Site Improvements at Clark/University Avenues,  
Fresno City College

ITEM NO. 00-43

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EXHIBIT: None

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Background:

The project for the Site Improvements at Clark/University Avenues, Fresno City College, is now substantially complete and ready for acceptance by the Board of Trustees.

Recommendation:

It is recommended that the Board of Trustees:

- a) accept the project for the Site Improvements at Clark/University Avenues, Fresno City College; and
- b) authorize the Chancellor or Vice Chancellor-Business to file a Notice of Completion with the County Recorder.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: February 1, 2000

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SUBJECT: Consideration to Accept Construction Project,  
Storm Drain and Sewer Improvements,  
Fresno City College and Reedley College

ITEM NO. 00-44

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EXHIBIT: None

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Background:

The project for the Storm Drain and Sewer Improvements, Fresno City College and Reedley College, is now substantially complete and ready for acceptance by the Board of Trustees.

Recommendation :

It is recommended that the Board of Trustees:

- a) accept the project for the Storm Drain and Sewer Improvements, Fresno City College and Reedley College; and
- b) authorize the Chancellor or Vice Chancellor-Business to file a Notice of Completion with the County Recorder.



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

PRESENTED TO BOARD OF TRUSTEES

DATE: February 1, 2000

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SUBJECT: Consideration to Approve Agriculture  
and Natural Resources Statewide Advisory  
Committee Agreement

ITEM NO. 00-45

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EXHIBIT: None

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Background:

The District has recently received notice from the California Community Colleges Chancellor's Office of award of funding for the establishment and oversight of an Agriculture and Natural Resources Statewide Advisory Committee funded through the Vocational and Technical Education Act. Funding in the amount of \$15,000 has been awarded for meeting expenses, as well as support staff, to establish the Statewide Advisory Committee to act as a platform for developing policy recommendations that will aid in the formulation of the VATEA State Plan. The emphasis of the task force shall be in the areas of agriculture and natural resources, identifying collaborative working relationships and activities which will serve to enhance the relevance of these vocational education programs to the workplace.

By accepting this award and being involved in overseeing the Advisory Committee's work, the District will position itself to better serve agricultural and natural resources needs in the Central Valley.

Recommendation:

It is recommended that the Board of Trustees authorize an Agreement with the California Community Colleges Chancellor's Office to coordinate and participate in a VATEA-funded Agriculture and Natural Resources Advisory Committee and authorize the Chancellor or Vice Chancellor-Business to sign the Agreement on behalf of the District.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: February 1, 2000

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SUBJECT: Consideration to Approve Community  
College Foundation Referee and Lane  
Technician Training Program Agreement

ITEM NO. 00-46

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EXHIBIT: None

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Background:

The Community College Foundation has recently proposed the utilization of the Vocational Training Center for a Referee and Lane Technician Training Program that combines the public service smog check referee program with a training program for students in California community colleges. This program, which has been implemented in other community colleges, provides the benefit of an additional smog check station, as well as training for community college students.

The terms of the Agreement require that the District provide adequate space to operate a smog check station, as well as a program representative to serve as a liaison between the District and Foundation. The Foundation provides all necessary testing equipment, furniture, supplies, signage, and other items necessary to administer the program at VTC. The Foundation allows the District to use the site and equipment for student training and courses when it is not in use for official smog check Referee Lane and Technician Training Program operations. In addition, the Foundation pays the District the sum of \$1,000 per month as a licensing fee for use of the facility. Lastly, the District shall be named as an additional insured and will receive appropriate certificates of insurance.

Because this program provides a unique opportunity for the training of students in an occupational area at no expense, combined with a financial gain of \$12,000 per year, it is recommended that the District enter into this Agreement.

Recommendation:

It is recommended that the Board of Trustees authorize an Agreement with the Community College Foundation for the Referee and Lane Technician Training Program for the period February 1, 2000, through January 31, 2001, subject to renewal upon agreement of both parties, and authorize the Chancellor or Vice Chancellor-Business to sign the Agreement on behalf of the District.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: February 1, 2000

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SUBJECT: Public Hearing on Initial Bargaining  
Proposals Presented by State Center  
Federation of Teachers Local #1533,  
CFT/AFT, CIO/AFL

ITEM NO. 00-47

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EXHIBIT: AFT Initial Bargaining Proposal

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Background:

Government Code Section 3540 et seq. sets forth the "sunshine" provisions of the Rodda Act. The Board is required to hold public hearings on the initial proposals of the employee group and those of the Board. The State Center Federation of Teachers presented its initial proposals for a successor contract to the Board on January 11, 2000. The AFT proposals are as follows:

Article I - Term of Agreement

- AFT proposes a three (3) year term

Article XII - Hours, Workload, Class Size

- Section 3 - Lecture Hour Equivalents
  - AFT proposes an additional load factor for teachers required to teach a split assignment (between sites) (fiscal impact - unknown, total increase dependent on additional information)
- Section 7 - Lecture Hour Equivalents
  - AFT proposes raising the current lecture/lab ratio from 1 : .75 to 1 : 1 (this would result in a 33 1/3% increase in the cost of laboratory instruction districtwide)
- Section 6 - Calendar (paragraph 2)
  - AFT proposes to increase the number of flex days from two (2) each semester to four (4) flex days per semester (fiscal implication - unknown: possible additional staff development monies needed)
- New Section: Length of Semester
  - AFT proposes that the current 18 week semester be reduced to 15-16 weeks (fiscal impact unknown - District by law must offer classes for a minimum of 175 days per year and faculty work year is still 177 duty days)

- Article XIII – Faculty Conditions
  - Section 4 – Special Assignment - Subsection E – Tutorial Instruction
    - AFT proposes changing the tutorial load from 35 hours per week lab assignment to 15 LHE's per semester (fiscal impact: This would increase the cost of maintaining each tutorial lab across the district by 133 1/3%)
  
- Article XV – Insurance Programs
  - Section 1 – Health Insurance - Subsection A
    - AFT proposes that all health insurance optional plans be maintained (fiscal impact: none)
  - Section 2 – Dental Insurance
    - AFT proposes that the District contract with Delta Dental and cut all ties with Central Valley Dental Partners
    - AFT also proposes that the District reimburse all faculty who have had to pay out of pocket expenses for current dental coverage. (fiscal impact: exact cost unknown – there currently exists an approximate \$60.00 per year per employee premium differential between Delta Dental and CVDP)
  - Section 5 – Early Retirement Incentive
    - AFT proposes that an early retirement incentive plan be included in the contract (fiscal impact: unknown due to lack of specificity in proposal)
  - Section 7 – Retiree Health Insurance
    - AFT proposes that the district fully pay lifetime health insurance premiums to retirees (fiscal impact: Current District contribution is a maximum of \$2,400) per year per retiree: Current costs vary by plan from a low of \$3,663 a year to a high of \$3,900 per year for persons with Medicare Parts A & B (\$14,163 without Medicare)
  
- Article XVII – Compensation
  - Section 1 – Salary
    - AFT proposes a salary schedule increase of COLA plus 3% or 6% annually, whichever is greater (fiscal impact: a 6% increase would cost \$1,583,000 in year one (1), \$1,677,980 in year two (2), and \$1,778,659 in year three (3) for a total cost of \$9,883,619 over the three (3) year period.)
  
  - New Section – Parking
    - AFT proposes no parking fee for bargaining unit members (fiscal impact: the District would lose approximately \$18,900 annually in fee revenues)

Item No. 00-47 (continued)  
February 1, 2000

Recommendation:

It is recommended that the Board of Trustees convene a public hearing for the purpose of receiving public comment. Following the open comment period, no Board action is necessary.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: February 1, 2000

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SUBJECT: Consideration to Add New Classified  
Positions for Fresno City College,  
Reedley College, North Centers, and  
District Office

ITEM NO. 00-48

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EXHIBIT: None

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Background:

Over the past several years there has been exceptional growth in both our student population and the number of faculty positions added to staff. There has been little growth in support staff. The administration has done an analysis of what we need to support growth as we have seen it over the last five to six years. We are recommending that fourteen (14) new positions be considered for approval. Of the fourteen (14), four (4) would be supported through Partnership for Excellence monies, and ten (10) from the general fund. Under the Partnership programs, we are recommending the following:

Funded through Partnership for Excellence monies:

Reedley College

1. Institutional Research Coordinator - \$41,460

North Centers

1. Administrative Assistant , Clovis - \$31,704
2. Clovis Center Coordinator - \$44,568
3. Department Secretary, Clovis - \$24,216

Total cost of these Partnership funded positions is \$141,948

These positions, along with the faculty positions previously approved, represent just under 50% of the Partnership for Excellence funding received by the District.

ITEM No. 00-48 (continued)  
February 1, 2000

Funded through growth funds:

Fresno City College

1. Accounting Technician I - \$43,021
2. College Trainer - \$45,794
3. Microcomputer Resource Technician - \$48,737

Reedley College

1. Accounting Supervisor - \$45,636

North Centers

1. Custodian, Madera - \$22,464

District Office

1. Maintenance Worker I, Madera - \$25,464
2. Groundskeeper, Madera - \$23,460
3. Accounting Clerk I (Accounts Payable) - \$20,904
4. Accounting Clerk III (Payroll) - \$26,748
5. Computer Operator/Data Communications Technician (Distance Learning) - \$48,737

Total cost of these positions which are proposed to be funded out of general fund (growth dollars) is \$350,965

Recommendation:

It is recommended that the Board of Trustees authorize the above listed positions and that they be included in the budget for the 1999-2000 fiscal year.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: February 1, 2000

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SUBJECT: Quarterly Financial Status Report

ITEM NO. 00-49

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EXHIBIT: Report

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Background:

Enclosed is the December 31, 1999, Quarterly Financial Status Report (CCFS-311Q) for the District General Fund, as required for community college districts (ECS 84043). In accordance with State instructions, a copy of the report will be forwarded to the State Chancellor's Office.

The quarterly financial report reflects projected revenues and expenditures in line with the annual budget, as amended for additional grants, programs, etc. Actual revenues and expenditures are consistent with expectations at mid-year, allowing for the fact that most of the revenue from property taxes and certain federal monies, i.e., VATEA, is not received until later in the fiscal year.

The projected 22,039 FTES indicates a 5.7% increase from 1998-99, which is based upon actual first semester growth projected for the full year.

Recommendation:

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



## California Community Colleges

**QUARTERLY FINANCIAL STATUS REPORT, CCFS-311Q**  
*Fiscal Year 1999-2000*

District: State Center Community College District Quarter Ended: 12/31/99

**I. HISTORICAL AND CURRENT PERSPECTIVES OF GENERAL FUND (Unrestricted and Restricted):**

As of June 30 for fiscal year (FY) specified.

Annual

		FY 1996-97 (Actual)	FY 1997-98 (Actual)	FY 1998-99 (Actual)	FY 1999-2000 Projected
General Fund Revenues (Objects 8100, 8600, and 8800)		77,047,330	84,784,755	100,733,739	105,073,127
Other Financing Sources (Object 8900)		795,747	301,141	145,684	15,000
General Fund Expenditures (Objects 1000-6000)		74,278,376	80,646,838	89,644,186	101,239,200
Other Outgo (Objects 7100, 7300, 7400, 7500, and 7600)		2,907,355	2,126,401	7,397,151	2,943,986
Reserve for Contingency (First three quarters of 1999-2000 only)	Unrestricted	////	////	////	---
	Total	////	////	////	---
General Fund Ending Balance	Unrestricted	3,318,772	5,467,163	9,205,768	10,110,709
	Total	6,224,396	8,503,860	12,212,656	13,117,597
Prior-Year Adjustments		(273,083)	(33,193)	(129,290)	---
Attendance FTES (Excluding apprentices and nonresidents)		FTES 18,842	FTES 19,876	FTES 20,854	FTES 22,039

For the same quarter in each fiscal year (FY) specified.

Quarter

		FY 1996-97 (Actual)	FY 1997-98 (Actual)	FY 1998-99 (Actual)	FY 1999-2000 Projected
General Fund Cash Balance (Excluding investments)		4,763,141	4,967,813	7,274,639	7,912,923

**II. GENERAL FUND (Unrestricted and Restricted) YEAR-TO-DATE REVENUES AND EXPENDITURES:**

		Total Budget (Annual) (Column 1)	Actual (Year-to-Date) (Column 2)	Percentage (Col. 2 ÷ Col. 1)
General Fund Revenues (Objects 8100, 8600, and 8800)		105,073,127	41,944,175	39.9
Other Financing Sources (Object 8900)		15,000	11,087	73.9
General Fund Expenditures (Objects 1000-6000)		101,239,200	43,858,641	43.3
Other Outgo (Objects 7100, 7300, 7400, 7500, and 7600)		2,943,986	926,072	31.5

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

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

**SALARIES**

Contract Period Settled (Specify)	Management		Academic (Certificated)		Classified	
	Total Salary Cost Increase	%*	Total Salary Cost Increase	%*	Total Salary Cost Increase	%*
Year 1 <del>_____</del>	\$ <del>_____</del>	<del>_____</del> %	\$ <del>_____</del>	<del>_____</del> %	\$ <del>_____</del>	<del>_____</del> %
Year 2 <del>_____</del>	\$ <del>_____</del>	<del>_____</del> %	\$ <del>_____</del>	<del>_____</del> %	\$ <del>_____</del>	<del>_____</del> %
Year 3 <del>_____</del>	\$ <del>_____</del>	<del>_____</del> %	\$ <del>_____</del>	<del>_____</del> %	\$ <del>_____</del>	<del>_____</del> %

\*As specified in Collective Bargaining Agreement.

**BENEFITS**

Contract Period Settled	Management Total	Academic Total	Classified Total
Year 1 <del>_____</del>	\$ <del>_____</del>	\$ <del>_____</del>	\$ <del>_____</del>
Year 2 <del>_____</del>	\$ <del>_____</del>	\$ <del>_____</del>	\$ <del>_____</del>
Year 3 <del>_____</del>	\$ <del>_____</del>	\$ <del>_____</del>	\$ <del>_____</del>

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

IV. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit citations or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)? Yes  No

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

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

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

**CERTIFICATION**

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

State Center Community College District

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

  
 District Chief Business Officer 1/26/00  
 Date

1/26/00  
 District Superintendent Date

Quarter Ended: December 31, 1999

Governing Board Meeting Date: February 1, 2000

STATE CENTER COMMUNITY COLLEGE DISTRICT  
 Annual Budget Report Ending 12/31/99  
 Options - All Statuses

01-21-00

Fiscal Year: 2000

GL CLASS: 8 - REVENUE

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available & Avail
MAJ.OBJ: 81 - FEDERAL REVENUES	0.00	758,477.07-	3,743,054.52-	14,117,621.00-	10,374,566.48- 73.49
MAJ.OBJ: 86 - STATE REVENUES	255,000.00	2,238,428.34-	25,350,085.54-	55,109,525.00-	30,014,439.46- 54.46
MAJ.OBJ: 88 - LOCAL REVENUES	0.00	7,582,339.17-	12,851,035.09-	35,845,981.00-	22,994,945.91- 64.15
MAJ.OBJ: 89 - OTHER FINANCIAL SOURCES	0.00	0.00	11,087.40-	15,000.00-	3,912.60- 26.08
=====					=====
GL CLASS: 8 - REVENUE	255,000.00	10,579,244.58-	41,955,262.55-	105,088,127.00-	63,387,864.45- 60.32
=====					=====

Fiscal Year: 2000 LOC.GRP: 1 - DISTRICT OFFICE

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available & Avail
MAJ.OBJ: 91 - ACADEMIC SALARIES	0.00	82,289.22	485,143.51	1,249,462.00	764,318.49
MAJ.OBJ: 92 - CLASSIFIED SALARIES	2,782.92	365,997.79	2,317,369.83	4,714,100.00	2,393,947.25
MAJ.OBJ: 93 - EMPLOYEE BENEFITS	3,540.00	101,390.37	868,884.52	2,038,499.00	1,166,074.48
MAJ.OBJ: 94 - SUPPLIES & MATERIALS	53,696.79	35,267.23	157,310.64	288,249.00	77,241.57
MAJ.OBJ: 95 - OTHER OPER EXP & SERVICE	482,406.38	284,501.94	1,578,996.11	4,935,013.00	2,873,610.51
MAJ.OBJ: 96 - CAPITAL OUTLAY	178,841.34	34,195.02	81,890.64	474,302.00	213,570.02
MAJ.OBJ: 97 - OTHER OUTGO	0.00	0.00	723,500.00	1,223,500.00	500,000.00
LOC.GRP: 1 - DISTRICT OFFICE	721,267.43	903,641.57	6,213,095.25	14,923,125.00	7,988,762.32
					53.53

STATE CENTER COMMUNITY COLLEGE DISTRICT  
 Annual Budget Report Ending 12/31/99  
 Options - All Statuses

Fiscal Year: 2000

LOC. GRP: 2 - FRESNO CITY COLLEGE

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available & Avail
MAJ.OBJ: 91 - ACADEMIC SALARIES	0.00	2,094,369.61	12,266,290.95	26,846,068.00	14,579,777.05
MAJ.OBJ: 92 - CLASSIFIED SALARIES	0.00	1,023,089.97	6,247,229.72	12,180,550.00	5,933,320.28
MAJ.OBJ: 93 - EMPLOYEE BENEFITS	0.00	729,535.19	3,591,697.48	7,789,322.00	4,197,624.52
MAJ.OBJ: 94 - SUPPLIES & MATERIALS	912,634.95	128,001.66	938,190.88	2,066,732.00	215,906.17
MAJ.OBJ: 95 - OTHER OPER EXP & SERVICE	1,399,052.50	450,925.97	2,947,407.04	8,311,601.00	3,965,141.46
MAJ.OBJ: 96 - CAPITAL OUTLAY	669,496.48	127,439.53	941,712.52	4,471,400.00	2,860,191.00
MAJ.OBJ: 97 - OTHER OUTGO	0.00	2,376.64	207,872.33	1,144,388.00	936,515.67
=====					
LOC. GRP: 2 - FRESNO CITY COLLEGE	2,981,183.93	4,550,985.29	27,140,400.92	62,810,061.00	32,688,476.15
=====					
					52.04

STATE CENTER COMMUNITY COLLEGE DISTRICT  
Annual Budget Report Ending 12/31/99  
Options - All Statuses

Fiscal Year: 2000

LOC.GRP: 3 - REEDLEY COLLEGE

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available % Avail
MAJ.OBJ: 91 - ACADEMIC SALARIES	0.00	733,753.13	4,203,793.59	9,138,223.00	4,934,429.41 54.00
MAJ.OBJ: 92 - CLASSIFIED SALARIES	0.00	281,283.97	1,760,581.24	3,685,453.00	1,924,871.76 52.23
MAJ.OBJ: 93 - EMPLOYEE BENEFITS	0.00	208,868.83	1,117,952.71	2,441,732.00	1,323,779.29 54.21
MAJ.OBJ: 94 - SUPPLIES & MATERIALS	283,949.44	51,194.05	336,565.62	861,935.00	241,419.94 28.01
MAJ.OBJ: 95 - OTHER OPER EXP & SERVICE	319,843.64	97,392.66	762,826.53	2,077,466.00	994,795.83 47.89
MAJ.OBJ: 96 - CAPITAL OUTLAY	95,645.78	119,595.12	508,342.56	1,801,940.00	1,197,951.66 66.48
MAJ.OBJ: 97 - OTHER OUTGO	0.00	5,000.00-	5,300.00-	331,009.00	336,309.00 101.60
=====					
LOC.GRP: 3 - REEDLEY COLLEGE	699,438.86	1,487,087.76	8,684,762.25	20,337,758.00	10,953,556.89 53.86
=====					

STATE CENTER COMMUNITY COLLEGE DISTRICT  
 Annual Budget Report Ending 12/31/99  
 Options - All Statuses

01-21-00

Fiscal Year: 2000

LOC.GRP: 4 - MADERA CENTER

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available & Avail
MAJ.OBJ: 91 - ACADEMIC SALARIES	0.00	126,922.26	761,578.68	1,626,483.00	864,904.32
MAJ.OBJ: 92 - CLASSIFIED SALARIES	0.00	37,386.84	208,858.15	448,779.00	239,920.85
MAJ.OBJ: 93 - EMPLOYEE BENEFITS	0.00	34,074.34	181,918.59	405,126.00	223,207.41
MAJ.OBJ: 94 - SUPPLIES & MATERIALS	72,400.27	14,546.90	55,140.00	137,395.00	9,854.73
MAJ.OBJ: 95 - OTHER OPER EXP & SERVICE	32,232.75	24,877.05	98,469.54	265,335.00	134,632.71
MAJ.OBJ: 96 - CAPITAL OUTLAY	65,078.74	24,757.47	66,720.19	254,379.00	122,580.07
MAJ.OBJ: 97 - OTHER OUTGO	0.00	0.00	0.00	245,089.00	245,089.00
LOC.GRP: 4 - MADERA CENTER	169,711.76	262,564.86	1,372,685.15	3,382,586.00	1,840,189.09

STATE CENTER COMMUNITY COLLEGE DISTRICT  
 Annual Budget Report Ending 12/31/99  
 Options - All Statuses

01-21-00

Fiscal Year: 2000

LOC.GRP: 5 - CLOVIS CENTER

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available & Avail
MAJ.OBJ: 91 - ACADEMIC SALARIES	0.00	121,005.89	748,257.16	1,373,652.00	625,394.84
MAJ.OBJ: 92 - CLASSIFIED SALARIES	0.00	24,011.82	145,567.29	260,396.00	114,828.71
MAJ.OBJ: 93 - EMPLOYEE BENEFITS	0.00	25,337.89	142,935.10	308,499.00	165,563.90
MAJ.OBJ: 94 - SUPPLIES & MATERIALS	15,881.29	5,733.65	33,369.43	72,100.00	22,849.28
MAJ.OBJ: 95 - OTHER OPER EXP & SERVICE	23,940.16	10,601.65	82,096.58	172,250.00	66,213.26
MAJ.OBJ: 96 - CAPITAL OUTLAY	6,371.00	1,378.61	4,720.38	82,500.00	71,408.62
=====	46,192.45	188,069.51	1,156,945.94	2,269,397.00	1,066,258.61
LOC.GRP: 5 - CLOVIS CENTER					46.98



STATE CENTER COMMUNITY COLLEGE DISTRICT  
 Annual Budget Report Ending 12/31/99  
 Options - All Statuses

LOC.GRP: 6 - OAKHURST CENTER

01-21-00  
 Fiscal Year: 2000

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available & Avail
MAJ.OBJ: 91 - ACADEMIC SALARIES	0.00	24,252.30	168,813.61	271,739.00	102,925.39 37.88
MAJ.OBJ: 92 - CLASSIFIED SALARIES	0.00	2,673.71	16,074.00	25,500.00	9,426.00 36.96
MAJ.OBJ: 93 - EMPLOYEE BENEFITS	0.00	2,405.56	15,730.41	29,920.00	14,189.59 47.43
MAJ.OBJ: 94 - SUPPLIES & MATERIALS	2,024.07	503.99	1,628.02	45,300.00	41,647.91 91.94
MAJ.OBJ: 95 - OTHER OPER EXP & SERVICE	18,087.00	2,347.36	14,578.22	78,200.00	45,534.78 58.23
MAJ.OBJ: 96 - CAPITAL OUTLAY	689.35	0.00	0.00	9,600.00	8,910.65 92.82
=====					
LOC.GRP: 6 - OAKHURST CENTER	20,800.42	32,182.92	216,824.26	460,259.00	222,634.32 48.37

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

PRESENTED TO BOARD OF TRUSTEES

DATE: February 1, 2000

SUBJECT: Consideration to Approve Use of  
Existing Furniture Contracts,  
Madera Center

ITEM NO. 00-50

EXHIBIT: None

Background:

With the Madera Phase 1A Administration Building scheduled to open in August 2000, it is necessary to begin contracting for the purchase of classroom and office furniture as well as other necessary equipment items. The original furniture and equipment requirements listing prepared by the District and approved by the State was based upon contract pricing utilizing existing contracts that can be piggybacked through various government and local agencies.

Listed below are the contracts that have been identified as meeting the furniture standards of the Madera Center. The products available through these contracts have been selected with input from site staff and administration and are based upon prior District purchases for the Madera Center and other District locations. Utilization of these contracts does not preclude the use of other furniture vendors yet to be determined by the purchasing department and Madera site administration.

Contract	Vendor	Manufacturer/Discount	Items	Estimated Cost
California Communities Purchasing Program #P922088	California Business Furnishings	Haworth 61%	Instructional, Faculty, Administrative Furniture	\$ 150,000.00
County of Tulare Contract #2602	Office Depot	Holga 53% Globe 56% National 54% Hon 56% Bevis 56% KI 48%	Instructional, Faculty, Administrative Furniture	\$ 60,000

ITEM NO. 00-50 - Continued

Page 2

The utilization of these existing contracts will allow acquisition from competitive, cost effective contracts of substantial volume, while matching existing standards and design already selected and approved for use at the Madera Campus. It is also the desire of the administration to utilize these contracts when necessary for the purchase of furniture for other District locations. The combined cost for the purchase of furniture against these contracts for the Madera Center is approximately \$210,000.00. Funding for these Madera Center purchases will be from 1998 State Bond Measure funds while other furniture purchases will be from various budgets as previously approved by the Board of Trustees.

Recommendation:

It is recommended that the Board of Trustees approve participation in the California Communities Purchasing Program (Agreement #P922088) and the County of Tulare Contract (#2602) for the purchase of furniture for the Madera Center and other District locations as needed, and authorize purchase orders to be issued against these contracts.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: February 1, 2000

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SUBJECT: Consideration to Adopt 2000-01 Budget  
Development Calendar

ITEM NO. 00-51

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EXHIBIT: Calendar

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Background:

The Budget Development Calendar has been established with a sequence of events consistent with that of previous years. The process will conclude with a recommendation for Board approval at its regular meeting on September 5, 2000.

Recommendation:

It is recommended that the Board of Trustees approve the 2000-01 Budget Development Calendar as presented.

**STATE CENTER COMMUNITY COLLEGE DISTRICT  
BUDGET DEVELOPMENT CALENDAR  
2000-01**

<u>On or Before Due Date</u>	<u>Responsibility</u>	<u>Ref. No.</u>	<u>Action Needed</u>
1/24/00	Chancellor's Cabinet	1	Consider Budget Calendar
2/1/00*	Board of Trustees	2	Review and approve Budget Calendar
3/6/00	District Office	3	Complete distribution of Budget instructions and material to all divisions/departments
3/20/00	Colleges	4	Submit Decision Packages to District Business Office
3/27/00	Colleges	5	Submit regular staffing information to District Business Office
3/31/00	District Office	6	Distribute Campus/Site Budget Allocations
4/3/00	Chancellor's Cabinet	7	Review of Decision Packages and recommendations
4/3/00	Colleges	8	Submit hourly salaries to District Business Office
4/3/00	District Office	9	Business Office review of staffing requests and data entry of regular salaries and benefits
4/17/00	Colleges	10	Entry of non-salary budget requests

\*Regular Board Meeting

\*\*Special Board Meeting/Workshop (at discretion of Board)

<u>On or Before Due Date</u>	<u>Responsibility</u>	<u>Ref. No.</u>	<u>Action Needed</u>
**	Board of Trustees	11	Board Retreat - Preliminary Budget discussions
4/28/00	Colleges	12	Submit Actual, Projected and Proposed Expenditures Schedule
5/10/00	Colleges	13	Campus review of Tentative Budget
5/15/00	Chancellor's Cabinet	14	Review of Tentative Budget
6/12/00	Colleges Chancellor's Cabinet District Office	15	Revision of Tentative Budget
6/27/00*	Board of Trustees	16	Approval of Tentative Budget and Public Hearing Date (9/5/00)
6/29/00	District Office	17	Tentative Budget submitted to County Superintendent of Schools
7/11/00	District Office	18	Revisions to Tentative Budget if necessary
8/25/00	District Office	19	Budget available for public inspection
9/5/00*	Board of Trustees	20	Public Hearing and Budget adoption for 2000-01

\*Regular Board Meeting

\*\*Special Board Meeting/Workshop (at Discretion of Board)

2/1/00

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

PRESENTED TO BOARD OF TRUSTEES

DATE: February 1, 2000

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SUBJECT: Clovis Center Board Subcommittee  
Appointments

ITEM NO. 00-52

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EXHIBIT: None

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Background:

On January 20, 2000, the Board of Trustees conducted a special board meeting dealing with facility issues in the District. The issue of accommodating current and future student growth in the Clovis/Northeast Fresno Area was an item of significant discussion. Enrollment trends and forecasts indicate a significant continued growth of the Clovis Center student population continuing over the foreseeable future. Currently, the Clovis Center occupies approximately 28,000 square feet on Herndon Avenue and additional classroom space is leased from the Clovis Unified School District.

In order to provide necessary educational and support programs for current and future students, the Board agreed to conduct an intensive focused study on a long-term solution to accommodating student growth in this area of the District. At the meeting it was agreed to establish a Board Subcommittee to study this issue and to report back to the Board with a recommendation in the near future. Because of the continuing community growth, as well as student population growth, and the limitations of available options for facility expansion, it is hoped that a recommendation can be brought back to the full Board in March or April 2000.

In order to facilitate this focused study, it will be necessary for the Board to establish and appoint a Subcommittee for the purpose of studying this issue.

Recommendation:

It is recommended that the Board of Trustees appoint a Subcommittee to provide a comprehensive study and to recommend a long-term course of action to meet current and future student population growth in the Clovis/Northeast Areas of the District, with a report/recommendation due back to the full Board of Trustees in March or April 2000.