

**AMENDED**

**AGENDA**

Regular Meeting

BOARD OF TRUSTEES

STATE CENTER COMMUNITY COLLEGE DISTRICT

1525 E. Weldon

Fresno, California 93704

4:00 p.m., May 7, 2002

- I. Call to Order
- II. Pledge of Allegiance
- III. Introduction of Guests
- IV. Approval of Minutes, Meeting of April 2, 2002 and April 15, 2002
- V. Delegations, Petitions, and Communications [see footnote, page 3]
- VI. Reports of Chancellor and Staff

A. PRESENTATIONS

- 1. Chancellor's Report Judith Redwine
- 2. Campus Reports Art Elish  
Tom Crow  
Don Yeager
- 3. Reports by Fresno City College Ann Walzberg  
Academic Senate, Classified Senate, Irene Archuleta  
and Associated Students Margaret Todd
- 4. Classified Professionals Report Janice Emerzian  
Larry Dickson  
Carl Simms

B. CONSIDERATION OF CONSENT AGENDA [02-74 through 02-93]

C. PERSONNEL

- 1. Consideration to Appoint Associate Dean of [02-94] Randy Rowe  
Instruction-Business and Vocational Education,  
Reedley College

C. PERSONNEL (continued)

- |  |         |            |
|--|---------|------------|
| 2. Consideration to Approve New Permanent Full-Time and Permanent Part-Time Classified Positions for Fiscal year 2002-03 (Transition Plan) | [02-95] | Randy Rowe |
| 3. Consideration to Approve New Permanent Classified Positions for Fiscal Year 2002-03 (Additional Positions)                              | [02-96] | Randy Rowe |

D. GENERAL

- |   |          |            |
|---|----------|------------|
| 4. Consideration of Resolution Recommending Expansion of the Madera City Sphere of Influence and Annexation of the Madera State Center Community College Specific Plan Area | [02-97]  | Jon Sharpe |
| 5. Consideration of Quarterly Financial Status Report   | [02-98]  | Jon Sharpe |
| 6. Consideration of Bids, Classroom Remodel, Clovis Center  | [02-99]  | Jon Sharpe |
| 7. Consideration to Approve 2002-03 Decision Package Recommendations  | [02-100] | Jon Sharpe |
| 8. Consideration of Resolution Ratifying Purchase Agreement – Willow/International Community College Center (Bains/Dhillon Parcel)  | [02-101] | Jon Sharpe |

VII. Reports of Board Members

VIII. Old Business

IX. Future Agenda Items

X. Closed Session

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

XI. Open Session (if any)

XII. Adjournment

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

**AMENDED**  
**CONSENT AGENDA**  
**BOARD OF TRUSTEES MEETING**  
**May 7, 2002**

PERSONNEL

1. Employment, Extension of Contract, Resignation, Retirement, and Leave of Absence, Certificated Personnel [02-74]
2. Employment, Promotion, Change of Status, Change in Duty Months, Leave of Absence, Resignation, and Retirement, Classified Personnel [02-75]
3. Consideration to Approve Playground Assistant I, II, and III Job Descriptions and Salary Placement (Exempt Positions) [02-76]

GENERAL

4. Consideration to Approve Study Abroad Program, Semester in England, Spring 2003. [02-77]
5. Consideration to Approve Study Abroad Program, Salamanca, Spain, Summer 2003. [02-78]
- 5a. Consideration to Approve Out-of-State Travel, Caterpillar/Diesel Technician Students, Reedley College [02-78a]**
6. Consideration to Approve Tech Prep Building Trades and Construction Industry Grant between the California Department of Education and the District [02-79]
7. Consideration to Approve Tech Prep Transportation Industry Sector Grant between the California Department of Education and the District [02-80]
8. Consideration to Approve VTEA (Vocational Technical Education Act) Title 1-B Funds for Reedley College [02-81]
9. Consideration to Approve Agreement with California Department of Education and University Export Center for Global E-Commerce Training for Business and Educators [02-82]
10. Review of District Warrants and Checks [02-83]
11. Financial Analysis of Enterprise and Special Revenue Operations [02-84]
12. Budget Transfers and Adjustments Report [02-85]
13. Consideration to Accept Construction Project, Restroom/Elevator Modifications, Fresno City College [02-86]

14. Consideration to Accept Construction Project, Electrical Upgrades, Phase I, Reedley College [02-87]
15. Consideration to Accept Maintenance Project, Dormitory Shower Repairs, Reedley College [02-88]
16. Consideration to Approve Installation of Fire Alarm Components, Fresno City College and Reedley College [02-89]
17. Consideration of Claim for Damages, Mark Mendez [02-90]
18. Consideration of Sale of Surplus Property [02-91]
19. Consideration of Bids, Renovations to Building T-500, Fresno City College [02-92]
20. Consideration of Bids, Refurbish Seats, Forum Hall, Reedley College [02-93]

MINUTES OF MEETING OF  
BOARD OF TRUSTEES  
STATE CENTER COMMUNITY COLLEGE DISTRICT  
April 2, 2002

Call to Order                    A regular meeting of the Board of Trustees of the State Center Community College District was called to order by President Phillip Forhan at 4:05 p.m., April 2, 2002, at the Forum Hall, Reedley College, 995 N. Reed Avenue, Reedley, California.

Trustees Present                Phillip J. Forhan, President  
Adolfo M. Corona, Vice President  
Ron Manfredi, Secretary  
Patrick E. Patterson  
Dorothy Smith  
William J. Smith  
Leslie Thonesen  
Margaret Todd, Student Trustee, FCC  
Warren Bisel, Student Trustee, RC

Also present were:

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

Introduction of                 Mr. Rowe introduced Ms. Eileen O'Hare, the District's new Legal  
Guests                            Counsel, and Alberta Esquibel, ASB President at Reedley College.

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

Cindy Spring, Executive Secretary to the Chancellor, SCCCCD  
Teresa Patterson, Executive Director-Public and Legislative Relations, SCCCCD  
Brian Speece, Associate Vice Chancellor-Business and Operations, SCCCCD  
Zwi Reznik, AFT Representative and Staff, FCC  
Ann Walzberg, Academic Senate President and Staff, FCC  
Olga Quercia, Academic Senate President-Elect and Staff, FCC  
Lisa McAndrews, Classified Senate President, RC  
Ron Nishinaka, Academic Senate President and Staff, RC

Introduction of  
Guests  
(continued)

Jeff Josserand, Director of Classified Personnel, Personnel  
Commission  
Ron Taylor, Dean of Instruction, RC  
Gene Blackwelder, College Business Manager, RC  
Terry Kershaw, Dean of Instruction and Student Services, NC  
Ed Eng, Director of Finance, SCCCCD  
Randy Vogt, Director of Purchasing, SCCCCD  
Ted Uyesaka, Director-Management Information Systems,  
SCCCD  
Joan Edwards, Executive Director-Foundation, SCCCCD  
Ruben Fernandez, Dean of Students, RC  
Elizabeth Carlisle, Executive Director-Training Institute, SCCCCD  
Carl Simms, Director of Maintenance & Operations, SCCCCD  
Joe Russo, Associate Dean, Occupational Education, PE, Health,  
RC  
Lori Bonilla, Public Information Officer, RC  
Jim Burgess, Building Services Manager, RC  
Diana Banuelos, Upward Bound Coordinator, RC  
Adelfa Lorenzano, Student Activities, RC  
Laird Durley, Instructor, RC  
Javier Renteria, Counselor, RC  
Mario Gonzales, Counselor, RC  
Frank Mascola, Dormitory Supervisor, RC  
Marvin Reyes, Chief of Police, SCCCCD  
Bud West, Instructor, RC  
Diana DeLeon, ASB, RC  
April Vega, ASB, RC  
Mary Jane Garcia, ASB, RC  
Jonathan Hinton, ASB, RC  
Lisa Fernandez, ASB, RC  
Cynthia Hagopian, ASB, RC  
Luis Gonzalez, ASB, RC  
Mary Sellai White, ASB, RC  
Luz Mari Pena, ASB, RC  
Susan Quinville, ASB, RC  
Natalie Alquinzon, ASB, RC

Approval of Minutes

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

A motion was made by Mr. Manfredi and seconded by  
Mr. Thonesen that the minutes of March 5, 2002, be approved as  
presented. The motion carried unanimously.

Chancellor's Report

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

Campus Report,  
Reedley College

Dr. Crow reported on the following activities at Reedley College:

- Kaleidoscope is scheduled for April 4.
- Gene Blackwelder has been appointed as chairman of the Board of Directors of the Association of College Administration Professionals.
- Gary Soto will be the final speaker in the Spring Speakers Series on April 4.
- The College Latino Film Festival will kick off on April 5.
- The Reg-to-Go team will begin registering students at area high schools on April 3.
- Staff, faculty, and students will participate in a Reedley Rail Trail Tree Planting on April 3.
- The Job Placement Program will host a Job Fair on April 25.
- The French Club will host the Third Annual French Film Festival on April 26, May 3, and May 6.

Campus Report,  
Fresno City College

From Fresno City College, Dr. Elish reported on the following:

- Community College Month activities.
- Asian Awareness Week April 1-6.
- National Library Week from April 14-20.
- The Spring Job Fair will take place on April 17.
- Two students, George Bruque and Steven Simon, have been selected for the 2002 Phi Theta Kappa All-California Academic Team.
- The annual United Way campaign kicks off on April 3.
- Ten students and two faculty members participated in the American College Dance Festival at Arizona State University.
- This year's City Jazz Festival, held in the FCC Theatre, was a huge success.
- This year's Miss Clovis, Alyssa Whitecavage, is an FCC and Clovis Center student.

Campus Report,  
North Centers

Dr. Yeager reported the following from the North Centers:

- Women's History Month activities.
- The Fifth Annual Young Authors Writing Conference and Contest was held on March 8.
- The Madera Academic Youth Alliance, a Madera High School club, held its first annual leadership conference at the Madera Center on March 9.
- Students in the Sigma Gamma Chapter of Alpha Gamma Sigma delivered Easter baskets to children at Valley Children's Hospital on March 29.



Campus Report,  
North Centers  
(continued)

- Cesar Chavez Day was celebrated on March 21.
- The last Spring Speakers Series will consist of a panel discussion, “Does the Theory of Evolution Explain the Diversity of Life?” on April 24.
- The Aztlan Spanish Club will host a Cinco de Mayo celebration on May 1 at the Madera Center.

Academic Senate  
Report

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

- Shared Governance Meeting on March 6.
- Disciplines List Revision Proposals for Minimum Qualifications for Faculty.
- Accrediting Commission for Community and Junior Colleges Draft “B” of the Proposed New Accreditation Standards.
- New North Centers Faculty Association.
- Norma Kaser was selected as the Senate’s nominee for the Stanback-Stroud Diversity Award.
- Informational Updates on the 2002-03 Budget, Partnership for Excellence 2002-03 Projected Budget, and the Strategic Plan.
- Academic Senate Spring Plenary Session on April 4-6 in San Francisco.

Classified Senate  
Report

Ms. Lisa McAndrews, Reedley College Classified Senate President, reported on the following:

- Establishment of the Classified Senate Newsletter.
- Brown Bag lunch series.
- Proceeds from the food booth at this year’s Kaleidoscope will go toward scholarships.
- Classified Professionals Mega Conference held on March 26 at the Piccadilly Inn.

Associated Students  
Update

Alberta Esquibel, Associated Student Body President, introduced members of the ASB seated in the audience. Ms. Esquibel gave a brief update on this semester’s student activities and thanked Dr. Redwine, Dr. Crow, and Dr. Fernandez for their support.

Agriculture and  
Natural Resources  
Department Update

Mr. Joe Russo and Mr. Bud West gave a presentation on the Agriculture and Natural Resources Department at Reedley College. Items of discussion included the Industry Cooperative Development Projects, Present Cooperators, Reedley College Farm Lab Management, Department Instructional Programs, and Future Direction of the department.

Agriculture and  
Natural Resources  
Department Update  
(continued)

Board members asked questions regarding public relations and promotion of the program as it relates to international education, trade, and export; the ratio of male/female students; participation in Baird Middle School's agriculture program, and the quality of vine-dried grapes. Mr. Forhan also acknowledged the efforts of Trustee Thonesen and former Trustee Ron Feaver in working with the local farmers to enhance the agriculture program at Reedley College.

Consent Agenda  
Action

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

Employment and  
Extension of  
Contract,  
Certificated  
Personnel  
[02-60]  
Action

approve certificated personnel recommendations, Items A and B, as amended. (Lists A and B are herewith made a part of these minutes as Appendix I, 02-60).

Employment,  
Promotion, Change  
of Status,  
Resignation, and  
Retirement,  
Classified Personnel  
[02-61]  
Action

approve classified personnel recommendations, Items A through H as presented. (Lists A through H are herewith made a part of these minutes as Appendix II, 02-61).

Consideration to  
Approve Out-of-  
State Travel, Student  
Members of the Jazz  
Ensemble, Jazz  
Combo, and City  
Singers, Fresno City  
College  
[02-62]  
Action

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

Consideration to  
Approve Out-of-  
State Travel,  
Upward Bound  
Students, Reedley  
College  
[02-63]  
Action

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

Consideration to  
Approve Out-of-  
State Travel, Phi  
Theta Kappa  
Students, Fresno  
City College  
[02-64]  
Action

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

Review of District  
Warrants and  
Checks  
[02-65]  
Action

review and sign the warrants register for the period February 26, 2002, to March 28, 2002, in the total amount of \$20,005,072.32.

review and sign the check registers for the Fresno City College and Reedley College Co-Curricular and Bookstore Accounts for the period February 8, 2002, to March 21, 2002, in the amount of \$296,487.55

Consideration to  
Approve Agreement  
with California  
Department of  
Education for Child  
Development  
Careers Project,  
Fresno City College  
[02-66]  
Action

- a) authorize the District to enter into an Agreement with the Department of Education for the providing of a CalWORKs Child Development Training Program at Fresno City College for the term November 1, 2000, through June 30, 2003, in an amount not to exceed \$372,666.00; and
- b) authorize the Chancellor or her designee to sign the Agreement on behalf of the District.

Consideration to  
Approve  
Memorandum of  
Understanding with  
Madera County,  
Oakhurst Center  
[02-67]  
Action

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

Consideration of  
Bids, Sale of Surplus  
Aviation Equipment,  
Reedley College  
[02-68]  
Action

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

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

California  
Community College  
Trustees 2002 Ballot  
for Board of  
Directors  
[02-69]  
Action

It was moved by Mr. Thonesen and seconded by Mr. Smith that the Board of Trustees authorize the Board Secretary to cast a ballot for the 2002 election of the Board of Directors of the California Community College Trustees as follows: Kay Albiani, Carolyn Batiste, Lewis Braxton, Judi Beck, Rebecca Garcia, Anita Greer, William McGinnis, Maxine Moore, Carole Currey, Charles Meng, and Georgia Mercer. The motion carried unanimously.

Consideration to  
Authorize Purchase  
of Accessible  
Passenger Bus  
[02-70]  
Action

A motion was made by Mr. Patterson and seconded by Mr. Corona that the Board of Trustees authorize the administration to negotiate to purchase an accessible passenger bus, when available, for a price not to exceed \$110,000.00, and authorize a purchase order to be issued to complete this purchase. The motion carried unanimously.

Consideration of  
Resolution for  
Participation in  
Community College  
League of California  
2002-03 Cash Flow  
(TRANS) Financing  
Program  
[02-71]  
Action

It was moved by Mr. Corona and seconded by Mr. Manfredi that the Board of Trustees:

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

The motion carried unanimously.

Consideration to  
Adopt Resolution  
Authorizing  
Submittal of Final  
Project Proposals  
and Authorization to  
Submit 2004-2008  
Five-Year  
Construction Plan  
[02-72]

Mr. Sharpe reviewed the various steps required to receive state approval and funding of Capital Outlay Projects.

Mr. Manfredi stated that regarding Exhibits 1 and 2, there was talk about the inclusion of these items in the Governor's Revise. Mr. Sharpe advised that more information will be available after tomorrow's Senate meeting.

Mr. Patterson questioned the \$2 million local contribution. Mr. Sharpe explained that the \$2 million refers only to the Willow/International project. It is recommended that the District consider a local contribution equivalent to the cost of development of preliminary plans and working drawings. By committing a District local contribution of approximately \$2 million, the estimated timeline for State funding for the Willow/International Center project would be expedited by approximately two years.

Mr. Patterson questioned if the \$2 million should be included in the Resolution. Mr. Sharpe stated that it would be appropriate for the \$2 million to be included in the recommendation, as the Final Project Proposal (FPP) will redefine the exact amount.

Mr. Forhan suggested amending #3 of the Recommendation to include the \$2 million amount. Mr. Sharpe asked that the Board consider an amount of up to \$2.5 million to allow for changes in funding from the State and possible additional square footage. He noted that the Board will be advised of any changes prior to commencement of development of preliminary plans.

Action

A motion was made by Mr. Patterson and seconded by Mr. Thonesen that the Board of Trustees:

- a) adopt Resolution No. 02-40 authorizing submittal of Final Project Proposals for:
  - 1) Applied Technology Modernization, Fresno City College
  - 2) Vocational Training Center (Career & Technology) – Modernization/Expansion
  - 3) Academic Facilities & Site Development-Phase I, Clovis Center, not to exceed \$2.5 million for funding of working drawings and preliminary plans by the District
  - 4) Remodel of Student Services Building, Fresno City College
  - 5) Underpass Access (Grade Separation) – Life Safety, Fresno City College; and

Consideration to  
Adopt Resolution  
Authorizing  
Submittal of Final  
Project Proposals  
and Authorization to  
Submit 2004-2008  
Five-Year  
Construction Plan  
[02-72]  
Action  
(continued)

- b) approve submittal of the District's Five-Year Construction Plan for the period 2004-2008.

The motion carried unanimously.

Reports of Board  
Members

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

- Contests in connection with Spring Week activities.
- Asian Awareness Month activities this month will include Kabuki Theatre, Origami Contest, Asian Drummers, and a Bonsai Tree Demonstration.
- The ASB will host a Car Show and Vendors Fair on April 26.

Ms. Margaret Todd, Fresno City College Student Trustee, reported on the following activities and events:

- ASB President Ernie Garcia is in the hospital due to a diabetic reaction, but is expected to be released soon.
- "Stop the Hate" t-shirts are on sale for \$5.00 each.
- Asian Awareness Month activities.
- Showcase 2002 is scheduled for April 11.
- The Spring Blood Drive is April 17.
- Annual Vendor Fair is scheduled for April 23-25.
- Five students have been nominated for Volunteer of the Year. A luncheon to announce the winner will be on April 24.
- Ramdoggie Roundup is April 24.
- CalSACC Conference is scheduled for April 19-21.
- She is working on a report on how being in student government affects your career and would like to share it with the Board.

Ms. Smith thanked Dr. Bruegman for the list of technology available for the DSPS students. She recently attended the District Diversity Committee and EOP&S Committee at Fresno City College. She also attended the Classified Professionals Mega Conference and stated that she appreciates the on-going

Report of Board  
Members  
(continued)

training of staff members. Ms. Smith concluded by stating that she will not be able to attend Kaleidoscope; however, some of the students at her school will be attending.

Mr. Manfredi reported that he attended the Young Authors Writing Conference at the Madera Center on March 8. On March 19, he attended a meeting called at the request of a Board of Supervisors member with representatives of the college, City of Madera, and Madera County regarding the issue of annexation of the area around the college. That issue remains unsettled and he believes it would be wise to consider a Resolution at the next meeting that would state the District's position very clearly regarding our interest in seeing an organized, well-planned urban development around the college. The landowners have been put in a difficult position with the City, County and various planning commissions all unanimously voting for a specific plan for the area, but LAFCO reversed the vote thereby not allowing the area to annex to the City. This is a long-range detriment to the campus and he would like to see a Resolution to encourage orderly urban development through the annexation of the area. He would also like the District to have a similar meeting with the Madera officials like the one held with Fresno elected officials regarding the preferred site at Willow and International.

Future Board Items

Mr. Smith stated that he would like to have a comprehensive discussion regarding the proposed bond issue for November. He questioned if any contact had been made with other districts that have completed a successful bond campaign and suggested having a special board meeting to discuss the issue. Mr. Forhan stated that a significant amount of time has been set aside at the upcoming Retreat to discuss the proposed bond issue and facility related issues. Mr. Smith and Ms. Smith advised they were unable to attend the Retreat due to previous commitments. A lengthy discussion ensued regarding the bond issue materials received thus far by the Board and their desire to be apprised of all information as well as the process itself. It was agreed that Mr. Smith and Ms. Smith would be briefed on the Retreat dialog and that a special workshop with mandatory attendance by all Board members would be scheduled in accordance with Mr. Smith and Ms. Smith's calendars after the Retreat and before the May Board meeting.

Closed Session

Mr. Forhan stated that the Board, in closed session, will be discussing: CONFERENCE WITH LABOR NEGOTIATOR [SCFT Part-Time Bargaining Unit], Randy Rowe, Pursuant to Government Code Section 54957.6.

Mr. Forhan declared a recess at 6:05 p.m.

Open Session

The Board moved into open session at 6:26 p.m. Mr. Forhan announced that the Board, in closed session, gave direction to its chief labor negotiator regarding part-time faculty negotiations.

Adjournment

The meeting was adjourned at 6:27 p.m. by the unanimous consent of the Board.

RM:cs

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



MINUTES OF MEETING OF  
BOARD OF TRUSTEES  
STATE CENTER COMMUNITY COLLEGE DISTRICT  
April 15, 2002

- Call to Order                    A regular meeting of the Board of Trustees of the State Center Community College District was called to order by President Phillip Forhan at 5:24 p.m., April 15, 2002, at the District Office Boardroom, 1525 E. Weldon Avenue, Fresno, CA.
- Trustees Present                Phillip J. Forhan, President  
Adolfo M. Corona, Vice President  
Ron Manfredi, Secretary  
Patrick E. Patterson  
Dorothy Smith  
William J. Smith  
Leslie Thonesen  
Margaret Todd, Student Trustee, FCC
- Trustee Absent                 Warren Bisel, Student Trustee, RC
- Also present were:
- Judith A. Redwine, Chancellor, SCCC  
   Art Elish, Interim President, Fresno City College  
   Tom Crow, President, Reedley College  
   Jon Sharpe, Executive Vice Chancellor-Administration and Finance, SCCC  
   Don Yeager, Vice Chancellor-North Centers  
   Shirley Bruegman, Vice Chancellor-Educational Services and Planning, SCCC  
   Randy Rowe, Associate Vice Chancellor-Human Resources, SCCC
- Introduction of                 Among the others present, the following signed the guest list:  
Guests
- Cindy Spring, Executive Secretary to the Chancellor, SCCC  
   Teresa Patterson, Executive Director-Public and Legislative Relations, SCCC  
   Brian Speece, Associate Vice Chancellor-Business and Operations, SCCC  
   Zwi Reznik, AFT Representative and Staff, FCC  
   Olga Quercia, Academic Senate President-Elect and Staff, FCC  
   Ron Nishinaka, Academic Senate President and Staff, RC  
   Terry Kershaw, Dean of Instruction and Student Services, NC  
   Joan Edwards, Executive Director-Foundation, SCCC  
   Kathy Bonilla, Public Information Officer, FCC  
   Ernie Smith, Associate Dean of Students, CalWORKs, EOP&S, and International Student Admissions, FCC

Introduction of  
Guests  
(continued)

Sherry Upton, Classified Senate and Staff, FCC  
Julia Gonzales, Department Secretary, FCC  
Monica Cuevas, Director, Manchester Center, FCC  
Frank Quintana, Director, EOP&S, FCC  
Bill Baker, Director Title III & Grants, SCCC  
Michael Guerra, College Business Manager, FCC  
Tony Cantu, Dean of Instruction, FCC  
Paula Castagna, Instructor and HOAB Coalition, FCC  
Josefina Ortega, Student, FCC  
Randy McCreery, Student, FCC  
Janice Wong, College Center Assistant, FCC  
Paul Torres, Student, FCC  
Catrina Asanuma, Student, FCC  
Catherine Lew, Lew Edwards Group

Closed Session

Mr. Forhan stated that the Board, in closed session, will be discussing: PUBLIC EMPLOYEE APPOINTMENT/EMPLOYMENT: President's Position, Fresno City College, Pursuant to Government Code Section 54967.

Mr. Forhan declared a recess at 5:26 p.m.

Open Session

The Board moved into open session at 5:51 p.m.

Consideration to  
Appoint President,  
Fresno City College  
[02-73]  
Action

A motion was made by Mr. Patterson and seconded by Mr. Thonesen that the Board of Trustees appoint Dr. Ned Doffoney to the position of President, Fresno City College, with an effective date of July 1, 2002, and a salary of \$139,000.00. The motion carried unanimously.

Mr. Smith commended Dr. Elish for his tenure as Interim President.

Mr. Forhan expressed appreciation to Dr. Redwine and Trustees Patterson and Thonesen for their efforts in connection with the site visits for the new president.

Workshop  
Addressing Public  
Awareness of State  
Center Community  
College District  
Programs and  
Facilities

Trustees Manfredi and Corona left at 5:55 p.m.

A workshop to discuss the public's awareness of the District's programs and facilities convened at 5:55 p.m.

Ms. Olga Quercia, Fresno City College Academic Senate, presented a resolution supporting a positive vote by the Board of Trustees allowing the proposed bond measure to move forward and be placed on the November 2002 ballot.

Workshop  
Addressing Public  
Awareness of State  
Center Community  
College District  
Programs and  
Facilities  
(continued)

Ms. Sherry Upton, Fresno City College Classified Senate, stated that the Senate will meet on Wednesday and the same resolution will be presented to the members and she expects full support for the proposed bond measure.

The Board members present expressed their support for the Administration's continued consideration of SCCCD facility needs, including a possible bond measure.

Dr. Redwine noted that the facility needs have not been made known to the public; however, the next step in the process calls for education of the employee community. Once that has been done we will begin working with the community.

Catherine Lew of the Lew Edwards Group stated she is delighted to hear the passion from the Board regarding the possible bond measure. She will be maximizing the opportunity between now and the end of next month to get input from the community college employees. She also plans to present the public outreach ideas to the Board at a future time.

Adjournment

The meeting was adjourned at 6:13 p.m. by the unanimous consent of the Board.

RM:cs

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

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 7, 2002

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SUBJECT: Employment, Extension of Contract, Resignation,  
Retirement, and Leave of Absence, Certificated  
Personnel

ITEM NO. 02-74

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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 F as presented.

CERTIFICATED PERSONNEL RECOMMENDATIONS

A. Recommendation to employ the following persons:

Name	Campus	Range & Step	Salary	Position
<b>Higginbotham, FCC Kathryn</b>		<b>IV, 1</b>	<b>\$48,474</b>	<b>Nursing Instructor</b>

(New applicant)

(Categorically funded contract, June 3, 2002 – June 30, 2002 & July 1, 2003 – June 30, 2003)

Levine, Lori	RC	III, 1	\$46,036	Developmental Writing & Composition Instructor
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(Current adjunct instructor)

(First contract, August 15, 2002 – May 23, 2003)

Pfeiffer-Turpen, Sallie	RC	II, 1	\$43,600	Child Development Instructor
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(Current temporary instructor)

(First contract, August 15, 2002 – May 23, 2003)

Reimer, Ronald	RC	III, 6	\$56,565	Mathematics Instructor
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(Current adjunct instructor)

(First contract, August 15, 2002 – May 23, 2003)

B. Recommendation to extend contracts for the following persons:

Name	Campus	Range & Step	Dates	Position
Contreras-Vasquez Evelia	RC	III, 1	From May 8, 2002 to June 30, 2002	Counselor
Edwards, Joan	DO	66, 8	From April 1, 2002 to June 30, 2002 and from July 1, 2002 to June 30, 2003	Executive Director, Foundation

C. Recommendation to accept resignation for the following person:

Name	Campus	Effective Date	Position
Nolte, Ken	RC	May 24, 2002	Natural Resources Instructor

D. Recommendation to accept resignation for the purpose of retirement from the following person:

Name	Campus	Effective Date	Position
Bruegman, Shirley	DO	August 31, 2002	Vice Chancellor, Educational Services and Planning
Ritter, James	FCC	January 1, 2003	Maintenance Mechanic Instructor
Ross, James	FCC	January 1, 2003	Mathematics Instructor
Wall, Kenneth	FCC	January 1, 2003	Construction Instructor

E. Recommendation to approve transfer of the following person:

Name	Campus	Date	From	To
Eckenrod, Sherian	FCC	August 1, 2002	Associate Dean of Instruction, Business Division	General Office/ Office Assistant Instructor

F. Recommendation to extend Health Leave (Article XIV-B, Section 4) for the following person:

Name	Campus	Effective Date	Position
Bos, Case	RC	May 8, 2002 to November 8, 2002	Counselor

- G. Recommendation to approve Parental Leave (Article XIV-B, Section 5) for the following person:

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Position</u>
<b>Holland, Nancy</b>	<b>August 15, 2002</b>	<b>December 20, 2002</b>	<b>Business Administration Instructor</b>

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 7, 2002

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SUBJECT: Employment, Promotion, Change of Status,  
Change in Duty Months, Leave of Absence,  
Resignation, and Retirement, Classified Personnel

ITEM NO. 02-75

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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 L, 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>
Rogers, Gregory	DO	Grants Officer Position No. 1026	66-C \$4253	4/1/02
Vang, Chai	FCC	Upward Bound Assistant Position No. 2258	52-A \$2744	4/1/02
Perez, Margarita	DO	Webmaster Position No. 1025	66-C \$4253	4/15/02
Bremer, Cristina	FCC	Col Dir Mktg & Comm Position No. 2419	M44-3 \$5275	4/22/02
Bear, George	FCC	Inst Tech – Chem/Phys Sci Position No. 2117	50-A \$2615	4/23/02

B. Recommendation to employ the following persons (Ed Code 88076):

<u>Name</u>	<u>Location</u>	<u>Classification</u>	<u>Hourly Rate</u>	<u>Date</u>
Son Lee, Coline	FCC	LGI Assistant	\$ 10.28	3/18/02

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

<u>Name</u>	<u>Location</u>	<u>Classification</u>	<u>Hourly Rate</u>	<u>Date</u>
Bello, Desirae	RC	Registration Assistant I	\$ 6.75	4/18/02 thru 6/30/02
Garcia, Jennifer	FCC	Registration Assistant I	6.75	4/9/02
Jorgensen, Sarah	RC	Registration Assistant I	6.75	4/18/02 thru 6/30/02
MacDonald- Arevalo, Patty	FCC	Registration Assistant I	6.75	4/2/02

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

<u>Name</u>	<u>Location</u>	<u>Classification</u>	<u>Hourly Rate</u>	<u>Date</u>
Benedix, Brittney	DO	Special Event Cadet	7.33	3/25/02 thru 6/30/02
Jackson, Bryce	DO	Special Event Cadet	7.33	3/18/02 thru 6/30/02
Xiong, Miaxia	DO	Special Event Cadet	7.33	3/18/02 thru 6/30/02
Corrales, Juan	FCC	LGI Assistant	10.28	4/2/02
McLemore, Tiffany	FCC	LGI Assistant	10.28	3/26/02
Santiago, Michelle	FCC	Deaf Interpreter Level III	14.33	3/26/02 thru 6/30/02
Perez, Juan	RC	Instructional Technician	15.07	3/21/02
Hance, Amy	FCC	Training Inst Trainer I	27.94	4/11/02
Starkey, Gerard	FCC	Training Inst Trainer I	27.94	3/25/02
Sandham, John	FCC	Training Inst Trainer II	33.52	4/4/02
Rawn, Raymond	FCC	Training Inst Trainer III	39.11	4/3/02

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

<u>Name</u>	<u>Location</u>	<u>Classification</u>	<u>Hourly Rate</u>	<u>Date</u>
Castaneda, Christopher	FCC	Office Assistant I Position No. 2260	\$ 11.22	3/25/02

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

<u>Name</u>	<u>Location</u>	<u>Classification</u>	<u>Hourly Rate</u>	<u>Date</u>
Vang, Choua	FCC	Office Assistant I Position No. 2131	11.22	3/22/02
Vang, Panhia	FCC	Office Assistant I Position No. 2369	11.22	3/22/02
Yang, Pao	FCC	Office Assistant I Position No. 2371	11.22	3/22/02
Camargo, Carlin	CC	Department Secretary Position No. 5008	12.99	2/25/02 thru 6/30/02
Allen, Judy	FCC	Office Assistant III Position No. 2337	14.36	2/6/02
Mills, Susan	RC	Office Assistant III Position No. 3054	14.36	3/18/02
Ostos, Cathy	FCC	Office Assistant III Position No. 2452	14.36	3/8/02 thru 6/30/02
Guzman, Carol	FCC	Student Serv Specialist Position No. 2192	15.83	3/18/02
Motley, Jennifer	FCC	Stud Pers Serv Asst Position No. 2367	16.61	3/25/02
Mills, Susan	RC	Administrative Assistant Position No. 3107	17.03	3/15/02
Davitian, Elizabeth	FCC	Accounting Technician II Position No. 2457	19.70	3/18/02 thru 6/30/02
Her, Suzanne	FCC	Job Developer Position No. 2196	20.17	3/21/02
Lo, Sia	FCC	Job Developer Position No. 2195	20.17	3/13/02 thru 6/30/02

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

Name	Location	Classification	Hourly Rate	Date
Perez Ocampo, Pedro	FCC	Job Developer Position No. 2203	20.17	4/12/02
Timmons, Warren	FCC	Job Developer Position No. 2281	20.17	3/14/02 thru 6/30/02

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

Name	Location	Classification	Hourly Rate	Date
Ratliff, Geren	FCC	Lib/Lrn Res Asst I	\$ 11.22	3/20/02
Torosian, Jason	FCC	Lib/Lrn Res Asst I	11.22	3/18/02 thru 6/30/02
Barnett, Karin	FCC	Department Secretary	12.99	3/1/02
Pacada, Emelita	RC	Department Secretary	12.99	3/15/02
Claassen, Kelley	DO	Office Assistant III	14.36	3/21/02
Walker, Margaret	DO	Office Assistant III	14.36	3/25/02 thru 6/30/02
Ratliff, Cynthia	DO	Personnel Technician	15.07	2/25/02
Gutierrez, Maria	RC	Student Services Specialist	15.83	3/15/02
Adams, Manya	RC	Student Pers Serv Asst	16.61	3/15/02
Kandarian, Valyn	RC	Student Pers Serv Asst	16.61	3/15/02

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

<u>Name</u>	<u>Location</u>	<u>Classification</u>	<u>Hourly Rate</u>	<u>Date</u>
Lorenzano, Adelfa	RC	Student Pers Serv Asst	16.61	3/15/02
Galvez, Lisa	RC	Financial Aid Asst I	17.88	3/15/02
Rodriguez, Eric	RC	Financial Aid Asst I	17.88	3/15/02
Lange, Jerome	RC	Maintenance Specialist	19.24	3/15/02
Alvarado, Ana	RC	School Relations Spec	23.94	3/15/02
Quinones, Carla	RC	School Relations Spec	23.94	3/15/02

F. Recommendation to employ the following persons (limited term – filling vacant position pending recruitment/selection):

<u>Name</u>	<u>Location</u>	<u>Classification</u>	<u>Hourly Rate</u>	<u>Date</u>
Sharpton, Verna	FCC	Office Assistant I Position No. 2017	\$ 11.22	4/16/02 thru 9/30/02

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

<u>Name</u>	<u>Location</u>	<u>Classification</u>	<u>Range/Step</u>	<u>Date</u>
Slevkoff, Hazel	FCC	Administrative Aide Position No. 2048 to Curriculum Assistant Position No. 2125	53-E \$3868 57-E \$4263	3/18/02
Poole, Kevin	RC	Custodian Position No. 3038 to General Utility Worker Position No. 3064	41-A \$2092 43-A \$2366	4/1/02

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

Name	Location	Classification	Range/Step	Date
Asada, David	RC	Custodian	41-A	4/8/02
		Position No. 2135 to	\$2092	
		General Utility Worker	43-A	
		Position No. 3063	\$2421	
Braggs, Marcie	RC	Job Developer	62-C	4/15/02
		Position No. 2435 to	\$3861	
		School Relations Specialist	69-A	
		Position No. 3059	\$4150	

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

Name	Location	Classification	Range/Step	Date
Montelongo, Olga	RC	Department Secretary	44-E	3/13/02 thru 6/12/02
		Position No. 3018 to	\$3087	
		Department Secretary	44-E + 5%	
		Position No. 3018	\$3241	
(Assuming additional duties)				
Bacon, Alicia	FCC	Office Assistant III	48-C	4/1/02 thru 6/30/02
		Position No. 2201 to	\$2744	
		Administrative Aide	53-B	
		Position No. 2048	\$2952	
(Article 34, Section 8 CSEA Agreement)				
Dahill, Teresa	FCC	Office Assistant III	48-C	4/1/02 thru 6/30/02
		Position No. 2006 to	\$2744	
		Financial Aid Asst I	57-A	
		Position No. 2106	\$3100	
(Article 34, Section 8 CSEA Agreement)				
Custodio, Naomi	FCC	Office Assistant II	41-C	4/8/02 thru 6/30/02
		Position No. 2024 to	\$2312	
		Office Assistant III	48-A	
		Position No. 2006	\$2491	
(Article 34, Section 8 CSEA Agreement)				
Willshaw, Bertha	FCC	Office Assistant II	41-E	4/16/02 thru 9/30/02
		Position No. 2017 to	\$2663	
		Office Assistant III	48-C	
		Position No. 2002	\$2863	
(Replacing employee on Unpaid Health Leave of Absence)				

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

<u>Name</u>	<u>Location</u>	<u>Classification</u>	<u>Range/Step</u>	<u>Date</u>
Torosian, Leah	DO	Personnel Technician Position No. 1003 to Personnel Assistant Position No. 1003	50-E \$3181 57-B \$3496	5/14/02 thru 6/30/02

(Article 34, Section 8 CSEA Agreement)

I. Recommendation to change the duty months of the following employee (regular):

<u>Name</u>	<u>Location</u>	<u>Classification</u>	<u>Date</u>
Gallagher, Tammy	FCC	Instructional Aide - CDL Position No. 2418	4/10/02

(Increase duty months from 11 to 12)

J. Recommendation to approve health leave of absence of the following employees (regular):

<u>Name</u>	<u>Location</u>	<u>Classification</u>	<u>Date</u>
Parker, Lynn	FCC	Accounting Technician II Position No. 2457	4/1/02 thru 12/31/02
Smith, Herbert (Steve)	FCC	Office Assistant III Position No. 2002	4/16/02 thru 9/30/02
Torres, Robin	FCC	Institutional Research Coordinator Position No. 2362	5/1/02 thru 7/24/02

(Family Medical Leave Act)

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

<u>Name</u>	<u>Location</u>	<u>Classification</u>	<u>Date</u>
Banuelos, Diana	RC	Upward Bound Coordinator Position No. 3120	4/3/02

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

<u>Name</u>	<u>Location</u>	<u>Classification</u>	<u>Date</u>
Douglas, Darrell	FCC	Toolroom Attendant Position No. 2254	6/28/02

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 7, 2002

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SUBJECT: Consideration to Approve Playground  
Assistant I, II, and III (Exempt Positions  
for Summer Camp)

ITEM NO. 02-76

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EXHIBIT: Duties and Responsibilities

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Background:

The District is continuing in its efforts to comply with Article III-Merit System of the Education Code. This section details the policies for community colleges that have a Personnel Commission. Education Code section 88076 clearly defines positions that are excluded from the classified service. In analyzing our needs for the summer camps hosted by Fresno City College and Reedley College, we are recommending the following part-time positions and salaries. These positions are exempt positions from the classified service.

Fiscal Impact:

No fiscal impact. Salaries for the positions will be paid out of proceeds from the camps.

Recommendation:

It is recommended that the Board of Trustees approve the part-time Playground Assistants I, II, and III at the following salaries \$10.00 an hour, \$12.00 an hour, and \$18.00 an hour respectively.



# Playground Assistants Duties & Responsibilities

## **Playground Assistant I – Pay Rate: \$10.00/hr.**

Duties: Monitor playground activities under direction of PGA II, oversee assigned groups, assist with parent day and opening day activities, assist in recreational competitions, assist in registration and other duties as assigned by PGA II.

## **Playground Assistant II – Pay Rate: \$12.00/hr.**

Duties: Assign PGA I to group activities, monitor PGA I activities, coordinate opening day activities, coordinate recreational competitions, assist with parent day activities, perform registration activities and other duties as assigned by PGA III.

## **Playground Assistant III – Pay Rate: \$18.00/hr.**

Duties: Develop activities, monitor and adjust activity offerings, monitor budget accounts, supervise and evaluate PGA I and II.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 7, 2002

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SUBJECT: Consideration of Study Abroad Program,  
Semester in England , Spring 2003

ITEM NO. 02-77

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EXHIBIT: None

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Background:

As part of its continuing commitment to the development of mutually beneficial international relationships which contribute to the improvement of college programs and services, broaden the educational experience, and promote international understanding, the District again is planning a Semester in England program for Spring 2003. The success of this program has been very encouraging.

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

The instructors who have been chosen, pending Board approval, are Cynthia Elliott from the Clovis Center and C. Tim Quinn from Fresno City College. They would teach general education transfer courses.

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

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

Recommendation:

It is recommended that the Board of Trustees: (1) approve the offering of a 12-15 unit Semester in England program in Kingston-upon-Thames for Spring Semester 2003; and (2) appoint Cynthia Elliott and C. Tim Quinn as instructors for the program.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 7, 2002

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SUBJECT: Consideration of Study Abroad Program,  
Salamanca, Spain, Summer 2003

ITEM NO. 02-78

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EXHIBIT: None

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Background:

In keeping with the goal of increasing the number of study abroad programs available to students, the District is planning a four-week summer session in Spain for Summer 2003. This program will not only serve our currently enrolled students but also benefit the local community, especially credentialed K-12 teachers. The planning for this new program has been accomplished by the foreign language departments districtwide.

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

Interested instructors completed applications addressing their background in study/travel programs and what talents and abilities they would bring to the program. Several excellent instructors applied. The instructors chosen, pending Board approval, are Sharon Ferrer from Fresno City College and Franchesca Velazquez from Reedley College. They will teach Spanish classes in conjunction with the local language institute, called the Don Quijote Institute.

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

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

Recommendation:

It is recommended that the Board of Trustees: (1) approve the offering of a Summer 2003 session in Salamanca, Spain, whereby students can earn up to five units of credit; and (2) appoint Sharon Ferrer and Franchesca Velazquez as instructors for the program.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: AMENDED  
May 7, 2002

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SUBJECT: **Consideration to Approve Out-of-State Travel, Caterpillar/Diesel Technician Students, Reedley College**      ITEM NO. **02-78a**

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EXHIBIT: **None**

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**Background:**

**Reedley College is seeking Board authorization for 13 Caterpillar/Diesel Technician students to tour the Caterpillar facility and Newmont Twin Creeks Mine in Reno, Nevada on May 16-17, 2002. The advisors are David Clark and Gary Wenter. No funds are being asked of the District.**

**Recommendation:**

**It is recommended that the Board of Trustees approve out-of-state travel for 13 Reedley College Caterpillar/Diesel Technician students to tour the Caterpillar facility and Newmont Twin Creeks Mine in Reno, Nevada on May 16-17, 2002, with the understanding that the trip will be financed without requiring expenditures of District funds.**

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

PRESENTED TO BOARD OF TRUSTEES

DATE: : May 7, 2002

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SUBJECT: Consideration to Approve Tech Prep Building  
Trades and Construction Industry Sector Grant  
between the California Department of Education  
and the District

ITEM NO. 02-79

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EXHIBIT: None

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Background:

Industry sector grants involve curriculum standards and assessment designed to engage students, teachers, administrators, counselors and curriculum planners in the learning process. Industry sectors are designed to help young people understand that what they learn in school will help to prepare them for future career successes and lifelong learning.

The State Center Consortium has been notified that they have been selected as a recipient of a \$70,000.00 grant to develop the building trades and construction industry sector. The CDE (California Department of Education) is the fiscal agent. These federal funds are funneled through the State Chancellor's Office as part of the Tech Prep target use funds.

The Consortium will be responsible for:

- A. Collection and review of existing national/state/industry curricula
- B. Completion of a sector gap analysis
- C. Analysis of related curriculum standards
- D. Publication of curriculum materials
- E. Presentation to selected audiences

Recommendation:

It is recommended that the Board of Trustees approve entering into the Building Trades and Construction Industry Sector Grant in the amount of \$70,000.00 for the period of March 1, 2002, through March 14, 2003, and authorize Shirley A. Bruegman, Vice Chancellor-Educational Services and Planning, to sign the agreement to enter into the contract with the California Department of Education on behalf of the District.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 7, 2002

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SUBJECT: Consideration to Approve Tech Prep  
Transportation Industry Sector Grant between  
the California Department of Education and the  
District

ITEM NO. 02-80

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EXHIBIT: None

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Background:

Industry sector grants involve curriculum, standards, and assessment designed to engage students, teachers, administrators, counselors, and curriculum planners in the learning process. Industry sectors are designed to help young people understand that what they learn in school will help to prepare them for future career successes and lifelong learning.

The State Center Consortium has been notified that they have been selected as a recipient of a \$70,000.00 grant to develop the transportation industry sector. The CDE (California Department of Education) is the fiscal agent. These federal funds are funneled through the State Chancellor's Office as part of the Tech Prep target use funds.

The Consortium will be responsible for:

- A. Collection and review of existing national/state/industry curricula
- B. Completion of a sector gap analysis
- C. Analysis of related curriculum standards
- D. Publication of curriculum materials
- E. Presentation to selected audiences

Recommendation:

It is recommended that the Board of Trustees approve entering into the Transportation Industry Sector Grant in the amount of \$70,000.00 for the period of March 1, 2002, through March 14, 2003, and authorize Shirley A. Bruegman, Vice Chancellor-Educational Services and Planning, to sign the agreement to enter into the contract with the California Department of Education on behalf of the District.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 7, 2002

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SUBJECT: Consideration to Approve  
VTEA (Vocational Technical Education Act)  
Title 1-B Funds for Reedley College

ITEM NO. 02-81

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EXHIBIT: None

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Background:

This two-year grant (\$300,000 each year) establishes a collaborative with College of the Sequoias and Modesto Junior College, with Reedley College being the clearinghouse for all activities (project direction). Each college is responsible for assigned responsibilities, e.g., COS for partnership development with industry, MJC for curriculum development. Reedley College will be responsible to coordinate and monitor all activities as well as organize the CATA (California Ag Teachers Association) conference and provide staff development activities throughout the two-year grant.

Recommendation:

It is recommended that the Board of Trustees:

- a) Authorize approval of the VTEA 1-B two-year grant between California community colleges and Reedley College;
- b) Authorize renewal of the grant with similar terms and conditions; and
- c) Authorize Chancellor or her designee to sign the agreement on behalf of the district.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 7, 2002

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SUBJECT: Consideration to Approve Agreement  
with California Department of Education and  
University Export Center for Global  
E-Commerce Training for Business and  
Educators

ITEM NO. 02-82

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EXHIBIT: None

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Background:

This two-year grant (2002-2004) will focus primarily on working with the business faculty to significantly internationalize the curricula. In addition, a new course entitled Global E-Commerce, will be developed.

Recommendation:

It is recommended that the Board of Trustees:

- a) Authorize the approval of the United States Department of Education grant, effective July 1, 2002, for the years 2002-2004, in the amount of \$80,000 for 2002-2003 and \$86,400 for 2003-2004; and
- b) Authorize the Chancellor or her designee to execute the grant on behalf of the District.



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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 7, 2002

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SUBJECT: Review of District Warrants and Checks

ITEM NO. 02-83

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EXHIBIT: None

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Recommendation:

It is recommended that the Board of Trustees review and sign the warrants register for the period March 27, 2002, to April 30, 2002, in the amount of \$10,612,210.65.

It is also recommended that the Board of Trustees review and sign the check registers for the Fresno City College and Reedley College Co-Curricular Accounts and the Fresno City College and Reedley College Bookstore Accounts for the period March 20, 2002, to April 28, 2002, in the amount of \$436,284.66.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 7, 2002

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SUBJECT: Financial Analyses of Enterprise  
and Special Revenue Operations

ITEM NO. 02-84

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EXHIBIT: Financial Analyses

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Background:

The financial reports for the Enterprise and Special Revenue operations for the quarter ended March 31, 2002, are enclosed. The reports consist of a combined balance sheet and combined statement of revenues and expenditures for the Enterprise operations, which consist of the Bookstores at Fresno City College and Reedley College, and the Special Revenue operations, which consist of the Reedley College Cafeteria and Residence Hall. All operations reflect a positive financial picture with revenues exceeding expenditures.

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

**STATE CENTER COMMUNITY COLLEGE DISTRICT  
ENTERPRISE & SPECIAL REVENUE OPERATIONS  
BALANCE SHEET  
As of MARCH 31, 2002**

	ENTERPRISE		SPECIAL REVENUE		
	FCC BOOKSTORE*	RC BOOKSTORE*	RC CAFETERIA*	RC DORMITORY*	TOTAL
<b>ASSETS</b>					
Cash in County Treasury					
Cash in Bank	\$ 1,935,998	\$ 502,116	\$ 6,963	\$ 46,003	\$ 52,966
Revolving Cash Fund	10,200	20,004	60,155	16,525	76,680
Accounts Receivable	356,298	56,768	9,500	9,500	9,500
Due from Other Funds			41,287	53,926	95,213
Prepaid Expenses	7,010	778		218	218
Inventory	1,243,393	738,106			
Total Current Assets	\$ 3,552,899	\$ 1,317,772	\$ 27,487	\$ 116,672	\$ 27,487
Fixed Assets (Net)	1,382,074	189,515			
<b>TOTAL ASSETS</b>	\$ 4,934,973	\$ 1,507,287	\$ 145,392	\$ 116,672	\$ 262,064
<b>LIABILITIES &amp; FUND BALANCE</b>					
Accounts Payable	\$ 114,593	\$ 89,370			
Due to Other Funds	48,447	29,964	\$ 72,176	\$ 18,366	\$ 90,542
Warrants Payable			5,164		5,164
Total Current Liabilities	\$ 163,040	\$ 119,334	\$ 77,340	\$ 18,366	\$ 95,706
Unreserved Fund Balance	3,528,540	649,847	40,565	98,306	138,871
Reserved Fund Balance	1,243,393	738,106	27,487	0	27,487
Total Fund Balance	\$ 4,771,933	\$ 1,387,953	\$ 68,052	\$ 98,306	\$ 166,358
<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	\$ 4,934,973	\$ 1,507,287	\$ 145,392	\$ 116,672	\$ 262,064

\* Does Not Include Indirect Charges

**STATE CENTER COMMUNITY COLLEGE DISTRICT  
ENTERPRISE & SPECIAL REVENUE OPERATIONS  
STATEMENT OF REVENUE & EXPENDITURES**  
Period Ending MARCH 31, 2002

	ENTERPRISE		SPECIAL REVENUE		
	FCC BOOKSTORE*	RC BOOKSTORE*	RC CAFETERIA*	RC DORMITORY*	TOTAL
<b>TOTAL SALES</b>	\$ 5,261,644	\$ 2,775,819	\$ 539,892	\$ 334,791	\$ 8,037,463
<b>LESS COST OF GOODS SOLD</b>					
Beginning Inventory	\$ 1,075,663	\$ 469,713	\$ 20,699	\$	\$ 20,699
Purchases	4,087,391	2,336,378	245,518		245,518
Sub-Total	5,163,054	2,806,091	266,217		266,217
Ending Inventory	1,243,393	738,106	27,487		27,487
Cost of Sales	3,919,661	2,067,985	238,730		238,730
<b>GROSS PROFIT ON SALES</b>	\$ 1,341,983	\$ 707,834	\$ 301,162	\$ 334,791	\$ 635,953
<b>OPERATING EXPENDITURES</b>					
Salaries	\$ 392,757	\$ 199,473	\$ 220,305	\$ 133,889	\$ 354,194
Benefits	84,304	47,662	63,432	27,962	91,394
Depreciation	119,769	19,852			0
Supplies	18,942	14,896	2,997	12,588	15,585
Utilities & Housekeeping	21,300	16,334		40,665	40,665
Rents, Leases & Repairs	14,226	3,765	756	6,807	7,563
Other	167,198	89,895	7,715		7,715
<b>TOTAL OPERATING EXPENDITURE</b>	\$ 818,496	\$ 391,877	\$ 295,205	\$ 221,911	\$ 517,116
<b>NET OPERATING REVENUE (LOSS)</b>	\$ 523,487	\$ 315,957	\$ 5,957	\$ 112,880	\$ 118,837
<b>OTHER REVENUE</b>					
Vending	\$	\$	\$ 3,867	\$ 5,411	\$ 9,278
Interest	4,038	1,519	1,583	1,083	2,666
Other	19,827	14,284	3,474	80	3,554
<b>OTHER EXPENSES</b>					
Transfer to Co-Curricular		49,000			
Transfer to Bond Redemp. Fund				33,300	33,300
New Equipment					0
Other	20,000				
<b>NET REVENUE (LOSS)</b>	\$ 527,352	\$ 282,760	\$ 14,881	\$ 86,154	\$ 101,035

UNAUDITED

\* Does Not Include Indirect Charges

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 1, 2001

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SUBJECT: Budget Transfers and Adjustments Report

ITEM NO. 02-85

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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 March 31, 2002. The adjustments represent changes to meet the ongoing 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  
Revenue Budget Adjustments/Transfers  
As of 03/31/02**

	<u>Adopted Budget</u>	<u>Budget Adj/Transfers</u>	<u>Current Budget</u>
<b>81000</b>	<b>FEDERAL REVENUES</b>		
81200	\$ 2,119,405	\$ 1,508,890	\$ 3,628,295
81300	372,500	57,206	429,706
81400	-	567,497	567,497
81500	236,965	168,536	405,501
81600	4,670	3,674	8,344
81700	2,512,889	154,433	2,667,322
81990	3,126,441	751,256	3,877,697
Total	<u>8,372,870</u>	<u>3,211,492</u>	<u>11,584,362</u>
<b>86000</b>	<b>STATE REVENUES</b>		
86100	58,008,345	1,579,804	59,588,149
86200	7,431,907	1,151,295	8,583,202
86500	690,751	2,182,207	2,872,958
86700	475,000	-	475,000
86800	2,800,000	-	2,800,000
86900	613,000	-	613,000
Total	<u>70,019,003</u>	<u>4,913,306</u>	<u>74,932,309</u>
<b>88000</b>	<b>LOCAL REVENUES</b>		
88100	30,923,000	241,891	31,164,891
88200	-	25,000	25,000
88300	159,888	44,578	204,466
88400	153,750	-	153,750
88500	55,000	-	55,000
88600	700,000	-	700,000
88700	3,402,000	17,539	3,419,539
88800	1,800,750	-	1,800,750
88900	1,178,625	-	1,178,625
Total	<u>38,373,013</u>	<u>329,008</u>	<u>38,702,021</u>
Total General Fund Revenues	<u>\$ 116,764,886</u>	<u>\$ 8,453,806</u>	<u>\$ 125,218,692</u>

**STATE CENTER COMMUNITY COLLEGE DISTRICT**  
**GENERAL FUND - ALL FUNDING**  
**Revenue Budget Adjustments/Transfers**  
**As of 03/31/02**

	Adopted Budget	Budget Adj/Transfers	Current Budget
89000 OTHER FIN SOURCES			
89100 Proceeds/Fixed Assets	25,000	-	25,000
89400 Proceeds/Long-Term Debt		1,308,913	1,308,913
89800 Incoming Transfers		123,405	123,405
Total Other Financing Sources	\$ 25,000	1,432,318	\$ 1,457,318
Total District Revenues	<u>\$ 116,789,886</u>	<u>\$ 9,886,124</u>	<u>\$ 126,676,010</u>

**STATE CENTER COMMUNITY COLLEGE DISTRICT  
GENERAL FUND - ALL FUNDING  
Expenditure Budget Adjustments/Transfers  
As of 03/31/02**

		<u>Adopted Budget</u>	<u>Budget Adj/Transfers</u>	<u>Current Budget</u>
91000	ACADEMIC SALARIES			
91100	Instruction - Reg Contract	\$ 26,502,121	\$ 337,097	\$ 26,839,218
91200	Non-Instr Reg Contract	11,424,210	715,878	12,140,088
91300	Hourly Instruction	10,154,342	1,104,851	11,259,193
91400	Non-Instr Other Non-Reg	2,165,282	460,432	2,625,714
	Total	<u>50,245,955</u>	<u>2,618,258</u>	<u>52,864,213</u>
92000	CLASSIFIED SALARIES			
92100	Non-Instr Reg Full-Time	19,257,317	491,299	19,748,616
92200	Instr Aides	803,557	(16,041)	787,516
92300	Hourly Non-Instr	5,099,399	(97,065)	5,002,334
92400	Instr Aides-Other	501,428	11,467	512,895
	Total	<u>25,661,701</u>	<u>389,660</u>	<u>26,051,361</u>
93000	BENEFITS			
93100	STRS	3,142,167	173,764	3,315,931
93200	PERS	-	-	-
93300	OASDI	2,289,298	73,635	2,362,933
93400	Health & Welfare	8,424,969	238,160	8,663,129
93500	SUI	57,586	10,191	67,777
93600	Worker's Comp	961,442	39,251	1,000,693
93700	PARS	406,733	12,210	418,943
93900	Other Benefits	273,865	4,600	278,465
	Total	<u>15,556,060</u>	<u>551,811</u>	<u>16,107,871</u>
94000	SUPPLIES & MATERIALS			
94200	Other Books	184,692	12,939	197,631
94300	Instr Supplies	1,192,732	834,770	2,027,502
94400	Non-Instr Supplies	2,117,874	359,451	2,477,325
94500	Media	181,997	10,468	192,465
94600	Food Services	15,500	(13,334)	2,166
	Total	<u>3,692,795</u>	<u>1,204,294</u>	<u>4,897,089</u>



**STATE CENTER COMMUNITY COLLEGE DISTRICT  
GENERAL FUND - ALL FUNDING  
Expenditure Budget Adjustments/Transfers  
As of 03/31/02**

		<u>Adopted Budget</u>	<u>Budget Adj/Transfers</u>	<u>Current Budget</u>
95000	OTHER OPER EXPENSES			
95100	Utilities	4,233,696	62,871	4,296,567
95200	Rents, Leases and Repairs	1,977,699	570,183	2,547,882
95300	Mileage & Allowances	1,392,934	395,810	1,788,744
95400	Dues & Memberships	155,806	14,260	170,066
95500	Pers. & Cons. Services	2,635,544	693,318	3,328,862
95600	Insurance	621,761	16,331	638,092
95700	Advertising & Printing	1,626,101	336,119	1,962,220
95900	Other	1,114,033	(73,522)	1,040,511
	Total	<u>13,757,574</u>	<u>2,015,370</u>	<u>15,772,944</u>
96000	CAPITAL OUTLAY			
96100	Sites	-	-	-
96200	Site Improvement	91,257	333,564	424,821
96300	Buildings	-	49,000	49,000
96400	Bldg Renov & Improvements	701,621	1,964,408	2,666,029
96500	New Equipment	2,471,527	1,650,542	4,122,069
96600	Replacement Equipment	730,622	(164,985)	565,637
96700	Lease Bldgs & Equipment	26,800	(26,800)	-
96800	Library Books	103,230	87,587	190,817
	Total	<u>4,125,057</u>	<u>3,893,316</u>	<u>8,018,373</u>
	Total General Fund Expenditures	<u>\$ 113,039,142</u>	<u>\$ 10,672,709</u>	<u>\$ 123,711,851</u>
97000	OTHER OUTGO			
97100	Debt Service	-	-	-
97200	Intrafund Transfers	-	163,500	163,500
97300	Interfund Transfers	1,778,500	31,500	1,810,000
97500	Student Financial Aid	9,200	2,650	11,850
97600	Other Payments/Students	31,724	560,417	592,141
97900	Contingencies	1,834,457	(1,834,457)	-
	Total Other Outgo	<u>\$ 3,653,881</u>	<u>\$ (1,076,390)</u>	<u>\$ 2,577,491</u>
	Total District Expenditures	<u>\$ 116,693,023</u>	<u>\$ 9,596,319</u>	<u>\$ 126,289,342</u>

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 7, 2002

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SUBJECT: Consideration to Accept Construction Project,  
Restroom/Elevator Modifications,  
Fresno City College

ITEM NO. 02-86

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EXHIBIT: None

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Background:

The project for Restroom/Elevator Modifications, 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 Restroom/Elevator Modifications, Fresno City College; and
- b) authorize the Chancellor or her designee to file a Notice of Completion with the County Recorder.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 7, 2002

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SUBJECT: Consideration to Accept Construction Project,  
Electrical Upgrades, Phase I, Reedley College

ITEM NO. 02-87

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EXHIBIT: None

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Background:

The project for Electrical Upgrades, Phase I, 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 Electrical Upgrades, Phase I, Reedley College; and
- b) authorize the Chancellor or her designee to file a Notice of Completion with the County Recorder.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 7, 2002

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SUBJECT: Consideration to Accept Maintenance Project,  
Dormitory Shower Repairs, Reedley College

ITEM NO. 02-88

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EXHIBIT: None

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Background:

The project for Dormitory Shower Repairs, 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 Dormitory Shower Repairs, Reedley College; and
- b) authorize the Chancellor or her designee to file a Notice of Completion with the County Recorder.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 7, 2002

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SUBJECT: Consideration to Approve  
Installation of Fire Alarm Components,  
Fresno City College and Reedley College

ITEM NO. 02-89

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EXHIBIT: None

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Background:

The District currently has standardized on Gamewell fire alarm components for use at all locations throughout the District. These components were first installed at the new Madera Center and have proved to be less expensive than previous components while retaining the functionality and ease of use that is required of these systems. Due to the proprietary nature of fire alarm systems, installation of fire alarm components must be done by an electronics firm authorized by the manufacturer. In the central valley, Elecom, Inc. is the only company authorized by Gamewell to install these components.

At the June 2002 Board meeting, trustees will be asked to award a bid for the connection of these components to a central location. This part of the work is not proprietary in nature and is currently out to bid. However, since the Gamewell components must be installed by Elecom, Inc. prior to this award, a sole source designation is necessary. Installation of these Gamewell components will continue to upgrade our current fire alarm systems without disrupting the existing systems.

Funding for this project will be provided by a combination of State Scheduled Maintenance and Repair Program matching funds and the District Capital Projects fund. The engineer's estimate, as developed by an independent fire alarm consultant, is \$30,000.00.

Fiscal Impact:

\$ 13,197.50 – State Scheduled Maintenance and Repair Program Funds  
\$ 13,197.50 – District Capital Project Funds

Recommendation:

It is recommended that the Board of Trustees approve the installation of Fire Alarm Components at Fresno City College and Reedley College in the amount of \$26,395.00, and authorize the Chancellor or Executive Vice Chancellor-Administration and Finance to sign an Agreement on behalf of the District.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 7, 2002

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SUBJECT: Consideration of Claim for Damages,  
Mark Mendez

ITEM NO. 02-90

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EXHIBIT: Claim

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Background:

The District is in receipt of a claim submitted on behalf of Mark Mendez, and the Board is asked to take action in accordance with the Government Code. The Board must reject the claim where there is a question of District liability and the amount of the claim is disputed. The claim has been submitted to the JPA and its Claims Administrator for defense coverage.

Fiscal Impact:

District - none; VIP JPA - unknown

Recommendation:

It is recommended that, in accordance with established procedures, the Board of Trustees reject the claim submitted on behalf of Mark Mendez and direct the Executive Vice Chancellor to give written notice of said action to the claimant.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 7, 2002

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SUBJECT: Consideration to Approve Sale of  
Surplus Property

ITEM NO. 02-91

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EXHIBIT: List of Surplus Property

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**Background:**

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

**Recommendation:**

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

SURPLUS PROPERTY INVENTORY  
FRESNO CITY COLLEGE

Date: April 24, 2002

# ea.	Description	SCCCD #	Serial #
200	Desk chairs		
10	Gas analyzer		
150	Lights		
1	Pallet of metal		
1	Pallet of cable wire		
3	Keyboard and mouse	29431	
5	Computers	29424	
5	Monitor's		
1	Spot Welder	003914	
1	Deskjet printer		
3	Recovery unit		
2	Recovery pump		
2	Adding machines		
1	Remote answering machine		
1	Monitor	32564	
2	Keyboards		
2	Bar-B-Q pits		
2	Printers		
14	Smart 2000 software		
4	Monitors		
2	Keyboards		
1	Minolta FAX machine		
40	Monitors		
6	Computers		
5	Printers		
1	MacIntosh Classic Computer	00468	
1	MacIntosh Classic Computer	00472	
1	MacIntosh Classic Computer	23507	
1	MacIntosh Classic Computer	00480	
1	MacIntosh Classic Computer	00471	
1	MacIntosh Classic Computer	20402	
1	MacIntosh Classic Computer	00479	
1	MacIntosh Classic Computer	00483	
1	MacIntosh Classic Computer	00474	
1	MacIntosh Classic Computer	00477	
1	MacIntosh Classic Computer	00478	
1	MacIntosh Classic Computer	00469	
1	MacIntosh Classic Computer	00475	
1	MacIntosh Classic Computer	00473	
1	MacIntosh Classic Computer		
1	MacIntosh Classic Computer	00476	
1	MacIntosh Classic Computer		
1	MacIntosh Classic Computer	00470	
1	MacIntosh Classic Computer	23510	





**Reedley College  
Equipment Inventory  
Date 4-1-02**

<b>Item</b>	<b>Quantity</b>	<b>Comments</b>	<b>General Condition</b>
Televisions	2		Unknown
Podium	1		Unknown
Computer Desks	3		Unknown
Desk	5		Unknown
Credenza	1		Unknown
Police Patrol Car	1	#304-017892	Unknown
Wheel Chair	1	Electric-two batteries	Unknown
Desk Chairs	12		Unknown
Vacuum Cleaner	3		Unknown
Speaker	1		Unknown
Microwave	1		Unknown
Comp. Monitors	32		Unknown
Comp. Modem	49		Unknown
Water Hose	1		Unknown
Shampoo Machine	1		Unknown
Micro cassette transmitter	1		Unknown
Couch	1		Unknown
Chairs	123		Unknown
Lights	152		Unknown
Keyboard	9		Unknown
Tarps	4		Unknown
Round Chairs	1		Unknown
Plasma-spec	1		Unknown
Folding chair	1		Unknown
Scale	1		Unknown
Copy Machine	2		Unknown
Swivel chairs	6		Unknown
Lowe rater cylinder	2		Unknown
Globe Meat Cutter	1		Unknown
Refrigerator	2		Unknown
Table	1		Unknown
Bottles of chemicals	17		Unknown
Water Vacuums	2		Unknown
Juice makers	2		Unknown
Coffee maker	1		Unknown
Package sealer	1		Unknown
Coffee pots	4		Unknown
Salad Shooter	1		Unknown
Deep fry baskets	2		Unknown
Heating lamp	1		Unknown
Overhead Projector	2		Unknown



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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 7, 2002

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SUBJECT: Consideration of Bids  
Renovations to Building T-500,  
Fresno City College

ITEM NO. 02-92

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EXHIBIT: None

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Background:

Bid #0102-20 provides for the work necessary to renovate existing areas of the T-500 building at the Fresno City College campus into additional faculty offices and meeting space. The work of this project includes selective demolition of existing walls and the construction of new walls, doors and finishes. Also included are upgrades to the existing electrical, mechanical and communication systems. This project will allow the campus to more effectively utilize the existing space within the T-500 building.

Funding for this project will be provided by the District Capital Projects Fund. The engineer's estimate for this project is \$40,000.00. Bids were received from five (5) contractors as follows:

<u>Bidder</u>	<u>Award Amount</u>
Mark Wilson Construction, Inc.	\$ 37,528.00
Davis Moreno Construction, Inc.	\$ 37,605.00
I & O Construction, Inc.	\$ 44,900.00
D & S Construction, Inc.	\$ 48,527.00
Durham Construction, Inc.	\$ 49,000.00

Fiscal Impact:

\$ 37,528.00 - 2001/02 Decision Package Funds for Fresno City College

Recommendation:

It is recommended that the Board of Trustees award Bid #0102-20, in the amount of \$37,528.00 to Mark Wilson Construction, Inc., the lowest responsible bidder for the Renovations to Building T-500 at Fresno City College, and authorize the Chancellor or Executive Vice Chancellor-Administration and Finance to sign an Agreement on behalf of the District.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 7, 2002

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SUBJECT: Consideration of Bids  
Refurbish Seats, Forum Hall,  
Reedley College

ITEM NO. 02-93

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EXHIBIT: None

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Background:

Bid #0102-25 provides for the complete rehabilitation of the theatre seating at the Reedley College Forum Hall. The work of this project includes the removal and stripping of the existing seats, powder coating of steel parts, replacement/refinishing of the tablet arms, installation of new fabric, and other related items of work. This project will be scheduled for completion during June and July to take advantage of the slower summer calendar at the Forum Hall.

Funding for this project will be provided by previously approved 2001/02 Decision Package Funds for Reedley College. While an engineer's estimate is not available, the low bid is within budget estimates. Bids were received from two (2) contractors as follows:

<u>Bidder</u>	<u>Award Amount</u>
Somerset Studios	\$ 27,884.50
Sierra School Equipment Company	\$ 38,170.00

Fiscal Impact:

\$ 27,884.50 - 2001/02 Decision Package Funds for Reedley College

Recommendation:

It is recommended that the Board of Trustees award Bid #0102-25 in the amount of \$27,884.50 to Somerset Studios, the lowest responsible bidder to Refurbish Seats in the Forum Hall at Reedley College, and authorize the Chancellor or Executive Vice Chancellor-Finance and Administration to sign an Agreement on behalf of the District.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 7, 2002

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SUBJECT: Consideration to Appoint Associate Dean of  
Instruction-Business and Vocational Education,  
Reedley College

ITEM NO. 02-94

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EXHIBIT: None

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Background:

The District conducted a national search to fill the position of Associate Dean of Business and Vocational Education at Reedley College. Twenty-six people applied for the position. Final interviews were conducted on April 24, 25, and 26, 2002. The administration is recommending that Kimberly Ann Perry be appointed to the position. Ms. Perry received her Bachelors Degree in agricultural education from the University of California Davis and her Masters Degree from the University of California, Davis. She also holds a life science and agriculture single subject credential and an agriculture specialist credential. Ms. Perry began her career as a Vocational Agriculture Instructor for the ROP program in Fremont-Newark District. She served as the Interim Dean, Vocational Education & Applied Science at MiraCosta College. She has also served as Vocational Education Specialist for the Chancellors Office, California Community Colleges. She was the Director of Ed>Net Biological Technologies at Ventura College. Most recently she has served as Administrator, Vocational Education Services at the Chancellors Office, California Community Colleges. Ms. Perry brings over 23 years of successful administrative experience in business, vocational education, agriculture and natural resources.

Recommendation:

It is recommended that the Board of Trustees appoint Kimberly Ann Perry as Associate Dean Business and Vocational Education at Reedley College with placement on the management salary schedule at Range 62, Step 5 (\$96,481) on the 2001-2002 salary schedule.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: AMENDED  
May 7, 2002

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SUBJECT: Consideration to Approve New Permanent  
Full-Time, Permanent Part-Time Classified  
Positions for Fiscal Year 2002-2003  
(Transition Plan)

ITEM NO. 02-95

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EXHIBIT: Chart of Positions

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Background:

The State Center Community College District is entering the second year of a three-year transition from extra-help (non-bargaining) positions to permanent full-time and part-time positions in the classified service. The years of the transition plan are 2001-02, 2002-03, 2003-04. During each of these three years we must reduce our positions on the non-bargaining salary schedule. This will give us the desired result of no extra help (non-bargaining) positions following June 30, 2004.

The District is proposing to add a total of **29** permanent, full-time positions and **11** permanent, part-time positions in the upcoming year. These positions would be distributed as follows:

Fresno City College

22 – Permanent, Full-Time Positions  
2 – Permanent, Part-Time Positions

North Centers

4 – Permanent, Part-Time Position

Reedley College

7 – Permanent, Full-Time Positions  
5 – Permanent, Part-Time Positions

District Office/Operations

3 – Permanent, Full-Time Positions  
2 – Permanent, Part-time Positions

Fiscal Impact:

The total new classified personnel net costs charged against the General Fund will be approximately \$1,000,000.

Recommendation:

It is recommended that the Board of Trustees approve a total of 29 new permanent full-time classified positions and 11 permanent part-time classified positions effective July 1, 2002, with a total General Fund net cost of approximately \$1,000,000.



AMENDED  
**FCC Full-Time Positions**

Department Secretary	39,521.80
Department Secretary	39,521.80
Department Secretary	39,521.80
Office Assistant I	35,266.92
Office Assistant I	35,266.92
Office Assistant I	35,266.92
Office Assistant I	35,266.92
Account Clerk I	35,266.92
Ed Advisor	46,014.63
Tutorial Assistant	34,631.45
Office Assistant III	42,782.03
Office Assistant III	42,782.03
Office Assistant III	42,782.03
Office Assistant III	42,782.03
Office Assistant III	42,782.03
Office Assistant III	42,782.03
Office Assistant III	42,782.03
Instructional Tech – Arts	44,495.03
Microcomputer Specialist	54,455.32
School Relations Specialist	65,700.36
Job Placement Specialist	57,936.58
Financial Assistant I	51,195.09
<b>Office Assistant I – 50%</b>	<b>17,481.46</b>
<b>Office Assistant I – 50%</b>	<b>17,481.46</b>
<b>F.C.C. Part-Time Positions</b>	
Instructional Aide -- Theater Arts	10,680.04
Learning Resource Assistant III	16,473.05

## Reedley College

Full-Time Positions	
Account Clerk III	40,277.00
Account Tech II	52,389.00
Student Services Assistant	45,380.00
Assistant Cashier*	37,169.00
Cafeteria Attendant	19,919.00
Duplicating Operator**	23,995.00
Instructional Technician	44,495.03
Part-Time Positions	
Instructional Aide	7,029.00
Instructional Technician	10,308.00
Instructional Technician	14,889.00
Department Secretary	4,959.00
Cafeteria Attendant	5,642.00
Maintenance Specialist –Technician	20,159.00
<p>*Job Description for Assistant Cashier is being developed.  ** Increase current permanent, part-time position to full-time</p>	

## District Office/Operations

Full-Time Positions	
Office Assistant III	42,782.03
Grounds Worker I	37,656.00
Maintenance Worker I	40,581.00
Part-Time Positions	
Account Clerk III	16,416.00
Maintenance Worker I	13,527.00

## North Centers

Part-Time Positions	
Instructional Aide – Oakhurst	10,156.00
Instructional Aide – Clovis	10,156.00
Instructional Aide – Madera	10,156.00
Ed. Advisor – North Centers	18,728.00

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 7, 2002

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SUBJECT: Consideration to Approve New Permanent  
Classified Positions for Fiscal Year 2002-03  
(Additional Positions)

ITEM NO. 02-96

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EXHIBIT: None

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Background:

Custodians

Due to concerns regarding the cleanliness of our campuses, the District recently conducted a custodial review using a third party consultant. The results of this study revealed a need for 3 ½ additional custodial positions:

- 2 Full-Time Positions at Reedley College
- 1 Full-Time Position at Madera Center
- 1 Part-time Position at Clovis Center

In order to meet the cleaning standards of our District as well as those contained in the consultant's report, we recommend the addition of 3 ½ custodian positions. It should be noted that the growth in square footage on virtually every campus/center is the primary reason for the addition of these positions.

DSP&S

The centralization of the Disabled Students Program & Services in the Fall of 2000 has resulted in a significant expansion of services to Reedley College and the North Centers. In order to accommodate program growth the administration is recommending an addition of an Administrative Aide position for the DSP&S program. This position will assist with the increased workload due to the expanded services at Reedley College and the North Centers.

Accountant/Auditor

In recent years the State Center Community College District has seen a significant increase in the number of grant and categorical funds awarded to the District. As the Board of Trustees is aware the administration has become increasingly concerned as to our ability to adequately monitor the financial issues relating to compliance with the terms of these grants. Fresno City College has the majority of the grants in our District and to ensure compliance, we are recommending a categorical Accountant/Auditor position. Fifty percent (50%) of the funding for this position will be from indirect costs received through the grants and fifty percent (50%) from the Fresno City College budget.

Fiscal Impact:

3 ½ custodial positions and 1 full-time position at DSP&S will cost the District approximately \$180,000.

Recommendation:

It is recommended that the Board of Trustees approve the 3 ½ custodial, 1 DSP&S Administrative Aide and 1 FCC Categorical Accountant/Auditor positions.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 7, 2002

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SUBJECT: Consideration of Resolution Recommending      ITEM NO. 02-97  
Expansion of the Madera City Sphere of Influence  
and Annexation of the Madera State Center  
Community College Specific Plan Area

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EXHIBIT: Resolution

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Background:

In 1992 the District entered into a Memorandum of Understanding with the City and County of Madera and the five landowners who donated property comprising the Madera Center campus. The Memorandum of Understanding outlined the intent of the respective parties for development of approximately 1,867 acres known as the Madera State Center Community College Specific Plan Area (Plan Area). Since the signing of the Memorandum, the District has completed two phases of development comprised of approximately 55,000 square feet with a third phase—Madera 1B—anticipated to commence construction in the near future.

The Memorandum of Understanding outlines the intent to expand the City of Madera's sphere of influence with ultimate annexation of the 1,867-acre Plan Area. In 1999 Local Agency Formation Commission (LAFCO) representatives rejected a proposal from the City of Madera to expand its sphere of influence to include the Plan Area. Due largely to LAFCO's rejection, development of the Plan Area has not materialized as expected. The District believes that it is in the best interests of the Madera community, its citizens, and the Madera Educational Center to develop the area consistent with City standards and requirements to ensure a quality, planned community.

In March representatives from the City of Madera, County of Madera, landowners, and District met to discuss the long-term benefits and issues relating to expanding this sphere and annexation. It was ultimately agreed that City and County officials would meet to continue to discuss this matter prior to reintroducing the matter to LAFCO. Based upon the original intent of the Memorandum of Understanding, as well as the desire by the District to develop the Plan Area consistent with planning and development requirements, it is suggested the Board consider approving Resolution No. 02-97, recommending approval by LAFCO for expansion

ITEM NO. 02-97 – Continued  
Page 2

of the Madera City sphere of influence and the ultimate annexation of the Madera State Center Community College Specific Plan Area.

Recommendation:

It is recommended that the Board of Trustees approve Resolution No. 02-97 recommending approval by LAFCO of expansion of the Madera City sphere of influence and ultimate annexation of the Madera State Center Community College Specific Plan Area.

RESOLUTION NO. 02-97

BEFORE THE BOARD OF TRUSTEES  
OF THE STATE CENTER COMMUNITY COLLEGE DISTRICT

RESOLUTION RECOMMENDING EXPANSION OF THE  
MADERA CITY SPHERE OF INFLUENCE AND ANNEXATION OF THE  
MADERA STATE CENTER COMMUNITY COLLEGE SPECIFIC PLAN AREA

WHEREAS, the State Center Community College District, County of Madera, City of Madera, and the landowners donating the original Madera Community College Center site entered into a Memorandum of Understanding, dated October 22, 1992, to plan for a future College Center site; and

WHEREAS, the Madera County Board of Supervisors and the Madera City Council adopted the Madera State Center Community College Specific Plan Area (Plan Area), consisting of approximately 1,867 acres, as recommended by both the Madera City and County Planning Commissions; and

WHEREAS, the Memorandum of Understanding indicates the potential of annexing all or a portion of the Plan Area at a future date; and

WHEREAS, the Memorandum of Understanding outlines the specific interest of the City of Madera in the planning and development of the area; and

WHEREAS, the State Center Community College District has a vested interest in the orderly development of the area surrounding the campus; and

WHEREAS, the area, anchored by the developing College Center campus, has been designated for urban-level land use and is ideally positioned for the future consideration of such development; and

WHEREAS, the long-range development of the College and surrounding area is vital to the economic development of both the City and County of Madera; and

WHEREAS, a proposal to expand the City's sphere of influence to include the Madera State Center Community College Specific Plan Area was rejected in 1999; and

WHEREAS, the District believes it is in the best interests of the Madera community, citizens, and students if ultimately the Plan Area is annexed to the City.

NOW, THEREFORE, BE IT RESOLVED that the State Center Community College District Board of Trustees supports the expansion of the Madera City sphere of influence to include the Madera State Center Community College Specific Plan Area with the intent to provide for future annexation of this area into the City of Madera.

\* \* \* \* \*

THE FOREGOING RESOLUTION was adopted by the Board of Trustees of the State Center Community College District at a meeting held on May 7, 2002.

AYES:

NOES:

ABSENT:

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



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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 7, 2002

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SUBJECT: Consideration of Quarterly Financial  
Status Report

ITEM NO. 02-98

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EXHIBIT: Report

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Background:

Enclosed is the March 31, 2002, 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.

Recommendation:

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



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

Fiscal Year 2001-2002

District:(570)STATE CENTER Quarter Ended: (Q3) March 31, 2002

Certified Date:2002-04-30 15:43:04

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

<u>Annual</u>	As of June 30 for fiscal year (FY) specified.			
	FY98-99	FY99-00	FY00-01	FY01-02
General Fund Revenues (Objects 8100, 8600, and 8800)	100,733,739	100,681,764	112,216,676	125,218,692
Other Financing Sources (Objects 8900)	145,684	202,888	246,336	1,457,318
General Fund Expenditures (Objects 1000-6000)	89,644,186	97,621,709	105,364,522	123,711,851
Other Outgo (Objects 7100, 7300, 7400, 7500, and 7600)	7,397,151	2,736,088	5,921,499	2,577,491
Reserve for contingency Unrestricted	0	0	0	0
Reserve for contingency Total	0	0	0	0
General Fund Ending Balance Unrestricted	9,205,768	9,617,642	6,882,549	7,269,217
General Fund Ending Balance Total	12,212,656	12,428,252	13,522,762	13,909,430
Prior-Year Adjustments	-129,290	-311,259	-82,481	0
Attendance FTES	20,854	21,587	22,709	23,887

<u>Quarter</u>	For the same quarter to each fiscal year (FY) specified			
	FY98-99	FY99-00	FY00-01	FY01-02
General Fund Cash Balance (Excluding investments)	10,799,956	10,841,986	13,902,114	17,196,087

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

	Total Budget (Annual)	Actual (Year-to-Date)	Percentage
General Fund Revenues (Objects 8100, 8600, and 8000)	125,218,692	83,765,270	66.90
Other Financing Source (Objects 8900)	1,457,318	1,453,543	99.74
General Fund Expenditures (Objects 1000-6000)	123,711,851	83,660,716	67.63
Other Outgo (Objects 7100, 7300, 7400, 7500, and 7600)	2,577,491	1,620,157	62.86

**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 Total Salary Cost-Increase %*	Academic(Certificated) Total Salary Cost-Increase %*	Classified Total Salary Cost-Increase %*
Year 1	0	0	0
Year 2	0	0	0
Year 3	0	0	0

\* As specified in collective bargaining agreement.

**Benefits**

Contract Period Settled	Management Total	Academic Total	Classified Total
Year 1	0	0	0
Year 2	0	0	0
Year 3	0	0	0

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

IV. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit citations or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.) Yes  No  If yes, list events and their financial ramifications. (Include additional pages of explanation if needed.)

Incurred long-term debt in the amount of \$1,243,467. Payment period is

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.)

districtname Certified Date: April 30, 2002 03:43:04

**CERTIFICATION**

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

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

4/30/02

District Chief Business Officer Date

District Superintendent

Date

Quarter Ended: (Q2) March 31, 2002

Governing Board Meeting Date: 5 / 7 /02

[Print View](#)

[Back](#)

STATE CENTER COMMUNITY COLLEGE DISTRICT  
 YTD Budget Report Ending 03/31/2002  
 Options - All Statuses

4-30-02

Fiscal Year: 2002

GL.CLASS: 8 - REVENUE

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	YTD Budget	Available % Avail
MAJ.OBJ: 81 - FEDERAL REVENUES	0.00	1,006,248.57-	4,532,933.28-	11,584,362.00-	7,051,428.72-
MAJ.OBJ: 86 - STATE REVENUES	0.00	5,382,780.36-	56,209,150.70-	74,932,309.00-	18,723,158.30-
MAJ.OBJ: 88 - LOCAL REVENUES	0.00	1,191,744.20-	23,023,185.60-	38,702,021.00-	15,678,835.40-
MAJ.OBJ: 89 - OTHER FINANCIAL SOURCES	0.00	1,328,913.00-	1,453,542.52-	1,457,318.00-	3,775.48-
=====	0.00	8,909,686.13-	85,218,812.10-	126,676,010.00-	41,457,197.90-
GL.CLASS: 8 - REVENUE					32.73

STATE CENTER COMMUNITY COLLEGE DISTRICT  
 YTD Budget Report Ending 03/31/2002  
 Options - All Statuses

Account	YTD Encumbrances	MTD Actual	YTD Actual	YTD Budget	Available & Avail
MAJ.OBJ: 91 - ACADEMIC SALARIES	0.00	87,275.66	1,346,790.73	2,367,585.00	1,020,794.27
MAJ.OBJ: 92 - CLASSIFIED SALARIES	0.00	499,526.95	4,319,965.24	6,024,583.00	1,704,617.76
MAJ.OBJ: 93 - EMPLOYEE BENEFITS	5,101.50	205,930.22	1,799,155.97	2,340,070.00	535,812.53
MAJ.OBJ: 94 - SUPPLIES & MATERIALS	160,131.04	51,407.73	394,331.60	791,997.00	237,534.36
MAJ.OBJ: 95 - OTHER OPER EXP & SERVICE	507,379.26	370,460.59	4,936,883.70	7,893,051.00	2,448,788.04
MAJ.OBJ: 96 - CAPITAL OUTLAY	35,351.81	47,507.09	258,703.81	2,778,817.00	2,484,761.38
MAJ.OBJ: 97 - OTHER OUTGO	0.00	0.00	1,150,000.00	1,636,134.00	486,134.00
LOC.GRP: 1 - DISTRICT OFFICE	707,963.61	1,262,108.24	14,205,831.05	23,832,237.00	8,918,442.34

=====  
 707,963.61 1,262,108.24 14,205,831.05 23,832,237.00 8,918,442.34 37.42  
 =====

STATE CENTER COMMUNITY COLLEGE DISTRICT  
YTD Budget Report Ending 03/31/2002  
Options - All Statuses

LOC.GRP: 2 - FRESNO CITY COLLEGE

L Account	YTD Encumbrances	MTD Actual	YTD Actual	YTD Budget	Available % Avail
MAJ.OBJ: 91 - ACADEMIC SALARIES	0.00	3,014,558.93	25,851,959.30	33,115,434.00	7,263,474.70
MAJ.OBJ: 92 - CLASSIFIED SALARIES	719.67	1,215,105.94	9,663,122.39	13,927,443.00	4,263,600.94
MAJ.OBJ: 93 - EMPLOYEE BENEFITS	0.00	760,069.96	6,584,539.50	9,432,228.00	2,847,688.50
MAJ.OBJ: 94 - SUPPLIES & MATERIALS	607,238.23	123,275.71	1,166,058.55	2,759,174.00	985,877.22
MAJ.OBJ: 95 - OTHER OPER EXP & SERVICE	685,548.59	253,310.53	2,226,296.48	5,081,025.00	2,169,179.93
MAJ.OBJ: 96 - CAPITAL OUTLAY	378,911.25	309,363.63	1,591,259.40	2,832,133.00	861,962.35
MAJ.OBJ: 97 - OTHER OUTGO	8,807.85	21,781.90	126,853.56	1,020,182.00	884,520.59
=====	=====	=====	=====	=====	=====
LOC.GRP: 2 - FRESNO CITY COLLEGE	1,681,225.59	5,697,466.60	47,210,089.18	68,167,619.00	19,276,304.23
=====	=====	=====	=====	=====	=====

28.28

STATE CENTER COMMUNITY COLLEGE DISTRICT  
YTD Budget Report Ending 03/31/2002  
Options - All Statuses

LOC.GRP: 3 - REEDLEY COLLEGE

4-30-02

fiscal Year: 2002

L Account	YTD Encumbrances	MTD Actual	YTD Actual	YTD Budget	Available & Avail
MAJ.OBJ: 91 - ACADEMIC SALARIES	0.00	1,069,175.97	8,995,790.80	11,764,287.00	2,768,496.20
MAJ.OBJ: 92 - CLASSIFIED SALARIES	0.00	410,488.50	3,345,571.30	4,942,589.00	1,597,017.70
MAJ.OBJ: 93 - EMPLOYEE BENEFITS	0.00	263,287.93	2,321,152.11	3,037,251.00	716,098.89
MAJ.OBJ: 94 - SUPPLIES & MATERIALS	176,268.10	55,857.93	474,256.23	1,074,420.00	423,895.67
MAJ.OBJ: 95 - OTHER OPER EXP & SERVICE	387,081.01	141,697.70	958,768.88	2,312,376.00	966,526.11
MAJ.OBJ: 96 - CAPITAL OUTLAY	290,643.02	196,502.76	821,432.06	2,103,178.00	991,102.92
MAJ.OBJ: 97 - OTHER OUTGO	11,733.62	43,976.88	343,303.82	1,373,058.00	1,018,020.56
=====	=====	=====	=====	=====	=====
LOC.GRP: 3 - REEDLEY COLLEGE	865,725.75	2,180,987.67	17,260,275.20	26,607,159.00	8,481,158.05
=====	=====	=====	=====	=====	=====



STATE CENTER COMMUNITY COLLEGE DISTRICT  
YTD Budget Report Ending 03/31/2002  
Options - All Statuses

LOC.GRP: 4 - MADERA CENTER

Account	YTD Encumbrances	MTD Actual	YTD Actual	YTD Budget	Available % Avail
MAJ.OBJ: 91 - ACADEMIC SALARIES	0.00	214,132.53	1,816,034.09	2,395,241.00	579,206.91
MAJ.OBJ: 92 - CLASSIFIED SALARIES	0.00	44,427.78	371,038.38	578,530.00	207,491.62
MAJ.OBJ: 93 - EMPLOYEE BENEFITS	0.00	51,176.86	431,171.10	620,942.00	189,770.90
MAJ.OBJ: 94 - SUPPLIES & MATERIALS	11,844.05	15,639.99	64,633.19	125,417.00	48,939.76
MAJ.OBJ: 95 - OTHER OPER EXP & SERVICE	31,217.13	16,192.00	127,348.93	291,830.00	133,263.94
MAJ.OBJ: 96 - CAPITAL OUTLAY	26,642.49	8,484.29	31,821.71	168,858.00	110,393.80
MAJ.OBJ: 97 - OTHER OUTGO	0.00	0.00	0.00	445.00	445.00
LOC.GRP: 4 - MADERA CENTER	69,703.67	350,053.45	2,842,047.40	4,181,263.00	1,269,511.93
					30.36

STATE CENTER COMMUNITY COLLEGE DISTRICT  
 YTD Budget Report Ending 03/31/2002  
 Options - All Statuses

LOC.GRP: 5 - CLOVIS CENTER

L Account	YTD Encumbrances	MTD Actual	YTD Actual	YTD Budget	Available % Avail
MAJ.OBJ: 91 - ACADEMIC SALARIES	0.00	262,849.51	2,279,989.62	2,836,388.00	556,398.38
MAJ.OBJ: 92 - CLASSIFIED SALARIES	0.00	41,645.12	319,712.83	526,070.00	206,357.17
MAJ.OBJ: 93 - EMPLOYEE BENEFITS	0.00	56,475.97	478,709.28	629,870.00	151,160.72
MAJ.OBJ: 94 - SUPPLIES & MATERIALS	11,629.36	2,852.18	73,251.60	133,537.00	48,656.04
MAJ.OBJ: 95 - OTHER OPER EXP & SERVICE	10,451.20	6,500.82	82,366.10	141,262.00	48,444.70
MAJ.OBJ: 96 - CAPITAL OUTLAY	3,784.87	5,458.48	110,306.09	126,117.00	12,026.04
=====	25,865.43	375,782.08	3,344,335.52	4,393,244.00	1,023,043.05
LOC.GRP: 5 - CLOVIS CENTER					23.29

STATE CENTER COMMUNITY COLLEGE DISTRICT  
YTD Budget Report Ending 03/31/2002  
Options - All Statuses

LOC.GRP: 6 - OAKHURST CENTER

Account	YTD Encumbrances	MTD Actual	YTD Actual	YTD Budget	Available % Avail
MAJ.OBJ: 91 - ACADEMIC SALARIES	0.00	32,170.42	303,691.92	385,278.00	81,586.08
MAJ.OBJ: 92 - CLASSIFIED SALARIES	0.00	4,319.12	38,289.16	52,146.00	13,856.84
MAJ.OBJ: 93 - EMPLOYEE BENEFITS	0.00	3,951.45	35,303.61	47,510.00	12,206.39
MAJ.OBJ: 94 - SUPPLIES & MATERIALS	813.90	144.98	5,906.09	12,544.00	5,824.01
MAJ.OBJ: 95 - OTHER OPER EXP & SERVICE	8,711.60	2,252.47	28,981.57	53,400.00	15,706.83
MAJ.OBJ: 96 - CAPITAL OUTLAY	0.00	0.00	6,122.40	9,270.00	3,147.60
LOC.GRP: 6 - OAKHURST CENTER	9,525.50	42,838.44	418,294.75	560,148.00	132,327.75
					23.62

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 7, 2002

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SUBJECT: Consideration of Bids  
Classroom Remodel,  
Clovis Center

ITEM NO. 02-99

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EXHIBIT: None

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Background:

This month the Training Institute will be vacating their existing offices and classrooms in the one-story building at the Clovis Center and will move to various locations in the District. A benefit of this move will be the availability of additional space for instructional purposes for the Clovis Center. Bid #0102-19 provides for the work necessary to remodel this one-story building to create and expand classrooms, lecture labs, a computer lab, and other necessary instructional spaces. Included in the work of this project is the construction of interior walls, the modification of ceiling systems, fire alarm, electrical and mechanical systems, and new interior finishes. The work of this project will be scheduled for completion prior to the beginning of the fall semester to allow full utilization of the building for the 2002/03 academic year.

Funding for this project will be provided by the District Capital Projects Fund. The engineer's estimate for this project is \$130,000.00.

Bids were received from six (6) contractors as follows:

<u>Bidder</u>	<u>Award Amount</u>
Nova Abatement & Construction, Inc.	\$ 98,579.00
Mark Wilson Construction, Inc.	\$ 109,672.00
Durham Construction, Inc.	\$ 115,400.00
D & S Construction, Inc.	\$ 116,992.00
I & O Construction, Inc.	\$ 118,339.00
Davis Moreno Construction, Inc.	\$ 122,000.00

ITEM NO. 02-99 - Continued  
Page 2

Fiscal Impact:

\$ 98,579.00 – District Capital Projects Fund

Recommendation:

It is recommended that the Board of Trustees award Bid #0102-19, in the amount of \$98,579.00 to Nova Abatement & Construction, Inc., the lowest responsible bidder for the Classroom Remodel at the Clovis Center, and authorize the Chancellor or Executive Vice Chancellor-Administration and Finance to sign an Agreement on behalf of the District.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 7, 2002

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SUBJECT: Consideration to Approve 2002-03  
Decision Package Recommendations

ITEM NO. 02-100

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EXHIBIT: Decision Package Document

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Background:

At the February 2002 regularly scheduled Board meeting the Board of Trustees approved the budget calendar for preparation of the District's 2002-03 budget. Included in the approved budget calendar was a revision to the timelines for the District's Decision Packages/Lottery Program. The new Decision Package timelines allowed for review of initial recommendations at the April retreat with final approval scheduled and recommended for the May Board meeting. This timeline will allow the District to utilize these funds to acquire goods and services for the fall term.

The 2002-03 Decision Package Program was based upon projections of revenues of \$2.9 million. Allocations have been based upon the following appropriations:

Fresno City College	\$1,125,000
Reedley College	525,000
North Centers	75,000
Districtwide	1,075,000
Board/Supplemental	100,000

The process for establishment of campus recommendations is similar to the process utilized on the campuses in recent years, which is a collaborative effort of all constituents.

Recommendation:

It is recommended that the Board of Trustees approve the 2002-03 Decision Package recommendations as presented.



# 2002-2003 BUDGET

# DECISION PACKAGES

**Office of the Chancellor  
STATE CENTER COMMUNITY  
COLLEGE DISTRICT**

**Fresno  
City  
College**

**Reedley  
College**

**North  
Centers**

**Clovis  
Madera  
Oakhurst**

**STATE CENTER COMMUNITY COLLEGE DISTRICT**

**2002-03**

**DECISION PACKAGES**

**May 7, 2002**



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## INTRODUCTION

### 2002-03 LOTTERY/DECISION PACKAGES

In November 1984 the California electorate approved a statewide initiative authorizing a State Lottery Program. As part of the initiative, 34% of the lottery proceeds are to be distributed to all public educational entities in the state, including local school districts, **community colleges**, and state university systems.

Since the inception of the program, there has been a considerable variance in lottery collections and subsequent proceeds to community college districts. These amounts have varied from a high of \$178 per FTES in 1989 to a low of \$76 per FTES in 1992. Although all 2002-03 collections have not yet been received, it is currently anticipated that the District will receive approximately \$120 per FTES, or a total equivalent, including carryover, of approximately \$2.9 million.

In March 2000 the California Electorate approved Senate Bill 20, requiring 50% of any lottery revenue increases from 1997-98 to be spent on instructional materials. Based upon a District projection of \$2.9 million and the 1997-98 level of Lottery funding, it is projected that the District's Senate Bill 20, Instructional Materials Requirement, will be \$338,000. Each campus has been required to allocate a portion of these funds for projects relating to instructional materials and meeting the requirements of SB20. These instructional material projects, totaling \$367,353, are contained in the recommended Decision Packages from the campuses/centers.

In recent years the District has utilized the decision package process whereby funds are allocated out of prior-year proceeds for one-time, non-salary expenses in areas such as staff development, equipment, minor facility improvements, and deferred maintenance-related projects. By allocating resources from prior-year revenues, the District is able to withstand the tremendous variances in lottery collections without overspending its budget. These projects allow the District to enhance programmatic offerings and meet the needs of students as well as providing a funding source to provide minor facility improvements.

Attached please find the administration's 2002-03 lottery decision package recommendations. In establishing these decision package projects and recommendations, the Chancellor called for development of proposals from each College/Center and the District Office. The proposals were approved through channels at each location with input provided by various employee groups and site representatives. Upon completion of these proposals recommendations were advanced to the Chancellor and Chancellor's Cabinet for review and approval prior to final consideration by the Board of Trustees.

The staff has worked diligently on development and preparation of these recommendations. Once again, the recommended lottery decision packages provide the District with a unique opportunity to enhance educational programs, meet staff needs, and provide the necessary maintenance and minor improvements of District facilities. Implementation of these projects will provide for the continued improvement in the educational programs offered by the State Center Community College District.

**SUMMARY  
2002-03 DECISION PACKAGES**

**Lottery Funding**

**District**

Staff Development and Training	\$ 45,000	
Employee Recognition Program	15,000	
Scheduled Maint. and Repair (Deferred Maint.)	350,000	
International Education	50,000	
Datatel System Hardware/Software Replacement	400,000	
Operations/Non-Instructional Equipment	85,000	
Bus Replacement	<u>130,000</u>	
		\$1,075,000

**Fresno City College**

Staff Development and Training	\$ 75,000	
Speakers Forum	30,000	
Student Recruitment/Marketing	40,000	
Instructional Materials – LRC, Prop. 20 Compliance	200,000	
Equipment (New and Replacement)	90,800	
Facility Remodeling, Repairs and Safety Projects	289,200	
Instructional Equipment	150,000	
Building Services Equipment	50,000	
Non-Instructional Supplies/Maint. and Repair	<u>200,000</u>	
		\$1,125,000

**Reedley College**

Staff Development and Training	\$ 60,000	
College Marketing and Cultural Enrichment	50,000	
Instructional Supplies, Prop. 20 Compliance	63,025	
Technology Upgrades and Additions	187,375	
Instructional Equipment	72,000	
Facility Remodeling, Repairs and Safety Projects	75,100	
Equipment Replacement	<u>17,500</u>	
		\$ 525,000

**North Centers**

Staff Development	\$ 12,000	
Marketing and Cultural Enrichment	20,000	
Instructional Materials, Prop. 20 Compliance	10,000	
Technology	<u>33,000</u>	
		\$ 75,000

**Supplemental**

Supplemental – Districtwide		\$ <u>100,000</u>
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**\$2,900,000**

**DISTRICT**

**STATE CENTER COMMUNITY COLLEGE DISTRICT  
Fiscal Year 2002-03**

**DECISION PACKAGE**

Title: Staff Development and Training Location: District Office

Prepared By: Randy Rowe

**PROPOSED BUDGET DETAIL:**

<u>Major Object:</u>	<u>2002-03</u>
91000	\$ 2,000
92000	-----
93000	3,000
94000	12,500
95000	27,500
96000	-----
Total	<u>\$45,000</u>

**PROPOSED PROJECT DESCRIPTION:**

While both colleges will continue their own staff development programs, the District Staff Development program will focus on classified and management staff development with particular emphasis on the Districtwide needs and operations. The District Office will also play a role in the coordination of the annual symposium cosponsored by the District and AFT.

As a component of staff development, international education continues to introduce staff and students to new opportunities for cultural and academic exchange.

Activities Designed to assist staff to become more aware of the special needs of the protected groups will utilize experts from the field at both the community college level and individuals particularly sensitive to the needs of the ethnically diverse central San Joaquin Valley.

**OBJECTIVES TO BE ACHIEVED:**

1. International Education: Facilitate Districtwide program development for staff and students; arrange for visiting instructor's programs, assist with financial support of instructor proposals for international education activities.
2. Management Staff Development: Development plan for management team; skill development related to both specific needs of District and general professional growth.
3. Classified Staff Development: Districtwide workshops both job specific and general growth; coordinate "symposium" activities for classified staff; sensitivity to special needs.

**STATE CENTER COMMUNITY COLLEGE DISTRICT  
Fiscal Year 2002-03**

**DECISION PACKAGE**

Title: Employee Recognition Program Location: District Office

Prepared By: Randy Rowe

**PROPOSED BUDGET DETAIL:**

<u>Major Object:</u>	<u>2002-03</u>
91000	
92000	
93000	
94000	\$10,000
95000	5,000
96000	_____
Total	<u>\$15,000</u>

**PROPOSED PROJECT DESCRIPTION:**

Employee recognition awards are intended to recognize and celebrate years of service to the students and support of our District. The awards given to the employees have been paid for from lottery funds in past years. The 2002-03 decision package is to place funding under the supervision of the office responsible for organizing the awards.

**OBJECTIVES TO BE ACHIEVED:**

1. Provide funding to purchase five-year incremental awards as well as awards for retirees.
2. Provide lunch at the two campuses.

**GOALS:**

1. Provide recognition of dedicated employees.

**STATE CENTER COMMUNITY COLLEGE DISTRICT  
Fiscal Year 2002-03**

**DECISION PACKAGE**

Title: Scheduled Maintenance and Repair (Deferred Maintenance) Location: Districtwide

Prepared By: Jon Sharpe

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**PROPOSED BUDGET DETAIL:**

<u>Major Object</u>	<u>2002-03</u>
91000	
92000	
93000	
94000	
95000	
96000	<u>\$350,000</u>
TOTAL	<u>\$350,000</u>

**PROPOSED PROJECT DESCRIPTION:**

The District annually submits a Five-Year Plan to the State for the Scheduled Maintenance and Repair Program. Included is a prioritized list of projects submitted to the State for approval in 2002-03. Based upon the Governor's January Proposed Budget for 2002-03, including available funds statewide, it is projected that the District will be the recipient of approximately \$1,200,000. In order to receive this funding, the District must match the State contribution with the same amount. The 2002-03 proposed budget includes a \$350,000 transfer from lottery proceeds and \$250,000 from the General Fund to fulfill its match obligation. The actual amounts of the District's match requirement and Scheduled Maintenance and Repair allocation will not be known until adoption of the State budget and, therefore, the actual amount of the General Fund match may be adjusted during the final budget adoption.

**OBJECTIVES TO BE ACHIEVED:**

The prioritized list of Scheduled Maintenance and Repair projects, if funded by the State, will address critically needed issues predominantly at Fresno City and Reedley Colleges. The major projects prioritized for funding include:



- Replace Data Wiring – Phase II, Fresno City College;
- Retrofit Building to Meet AB425 Compliance, Clovis Center;
- Retrofit HVAC Systems at Library and Student Center, Reedley College;
- Reroof Classroom Wings – Phase II, Reedley College;
- Replace Chiller and Cooling Tower, Utility Building, Fresno City College;
- Replace Hot and Chill Water Piping, North Loop – Phase II, Fresno City College;
- Repair/Reseal Air Handlers, Campuswide, Reedley College;
- Replace Chiller, Utility Building, Reedley College.

While these projects represent the District's prioritization, the State emphasizes projects in these as well as other areas and, therefore, the final approved list may be somewhat different. In addition, the final implementation of these projects will be dependent upon the actual amount of State funding and corresponding District match.

**STATE CENTER COMMUNITY COLLEGE DISTRICT  
Fiscal Year 2002-03**

**DECISION PACKAGE**

Title: International Education Location: Districtwide

Prepared By: Shirley Bruegman

**PROPOSED BUDGET DETAIL:**

<u>Major Object</u>	<u>2002-03</u>
91000	\$12,000
92000	10,000
93000	
94000	2,000
95000	26,000
96000	_____
TOTAL	<u>\$50,000</u>

**PROPOSED PROJECT DESCRIPTION:**

Focus on Districtwide recruitment of international students and the expansion of services to all international students enrolled at our campuses and centers.

**OBJECTIVES TO BE ACHIEVED:**

1. Continue marketing efforts by utilizing the International Education Services website.
2. Join a consortium whose focus is the recruitment of international students.
3. Hire additional adjunct staff to provide counseling services.
4. Hire additional part-time clerical staff to assist with the immigration paperwork.
5. Organize two districtwide receptions for international students (fall and spring).

**GOALS:**

1. Provide expanded services to international students.
2. Increase international student enrollment by 45 students.

**STATE CENTER COMMUNITY COLLEGE DISTRICT  
Fiscal Year 2002-03**

**DECISION PACKAGE**

Title: Datatel System Hardware and Software Replacement      Location: Districtwide

Prepared By: Ted Uyesaka

**PROPOSED BUDGET DETAIL:**

<u>Major Object</u>	<u>2002-03</u>
91000	
92000	
93000	
94000	
95000	\$100,000
96000	<u>\$300,000</u>
TOTAL	<u>\$400,000</u>

**PROPOSED PROJECT DESCRIPTION:**

During the last three registration periods the Datatel central computer system has experienced increased response time to the point that all non-essential processes were disabled to allow the campuses to complete the student registration process. Even with the disabling of these non-essential processes the registration process was still unacceptably slow and at times non-responsive because of the increased registration load. The current system hardware is almost five years old. Since the original implementation, the District has dramatically increased student enrollment. The peak number of users has increased from approximately 150 users to 220 users. The District has added additional ways to register via the web and has added other modules to assist students, faculty, and staff with their computing needs, which have had a negative impact on system performance.

The system replacement will allow the District to meet current and future needs for student registration and other essential Datatel functions. It will allow daily business computing operations to continue during the registration process. This replacement will also enable the District to continue to implement new Datatel additions and enhancements, which provide additional information and services to the SCCCD community and employees.

## **OBJECTIVES TO BE ACHIEVED:**

The replacement of the Datatel system consists of the following components:

- Replacement of the current production and test central hardware and software systems. This will provide increased computing power and will move the operating system from Compaq Tru64 to HP UX. HP UX is the main development platform used by Datatel.
- A new central storage area network (SAN) to provide additional/needed disk storage. This SAN system will also provide greater fault tolerance and backup capabilities.
- Consulting services to assist in the setup and implementation of the new hardware and operating system, migration of our current data to the new system, setup of the storage area network, complete integration and full system testing of all components. Migration of the database licenses from the old to the new system. Training for designated staff on the new hardware and operating system.

It is anticipated that the replacement of the Datatel system will allow the District to meet our current central computing needs as well as our requirements and additional module add-ons for the next three to five years.

**STATE CENTER COMMUNITY COLLEGE DISTRICT  
Fiscal Year 2002-03**

**DECISION PACKAGE**

Title: Operations/Non-Instructional Equipment Location: District Operations

Prepared By: Brian Speece

**PROPOSED BUDGET DETAIL:**

<u>Major Object</u>	<u>2002-03</u>
91000	
92000	
93000	
94000	
95000	
96000	<u>\$85,000</u>
TOTAL	<u>\$85,000</u>

**PROPOSED PROJECT DESCRIPTION:**

This funding will be used to purchase equipment for the departments in District Operations, which include Maintenance, Grounds, Transportation, and Police Services.

**OBJECTIVES TO BE ACHIEVED:**

1. Replace broken, worn-out or obsolete equipment.
2. Provide safety equipment.
3. Provide equipment to improve the efficiency and productivity departmentwide.

## DECISION PACKAGE

### Fiscal Year 2002-03 Operations/ Non-Instructional Equipment

<b>Priority No.</b>	<b>Description</b>	<b>Amount</b>
1.	<b>One (1) 10-Passenger van</b>  This will replace one 1989 van with current mileage of 101,517.	\$25,000.00
2.	<b>One Patrol Car</b>  This will replace one 1997 police patrol car with current mileage of 98,000.	\$25,000.00
3.	<b>Computer Upgrade</b>  This will replace obsolete computers and one printer.	\$ 8,000.00
4	<b>Maintenance Diagnostic and Repair Tools</b>  This will replace maintenance tools and equipment used for repair and diagnostics.	\$12,000.00
5.	<b>Grounds Equipment</b>  This will replace mowers, edgers, trimmers and blowers Districtwide.	\$10,000.00
6.	<b>Communication Equipment</b>  This will replace radios used Districtwide for communication in the maintenance, grounds, police and transportation departments.	\$ 5,000.00

**STATE CENTER COMMUNITY COLLEGE DISTRICT  
Fiscal Year 2002-03**

**DECISION PACKAGE**

Title: Bus Replacement Location: Districtwide

Prepared By: Brian Speece

**PROPOSED BUDGET DETAIL:**

<u>Major Object</u>	<u>2002-03</u>
91000	
92000	
93000	
94000	
95000	
96000	<u>\$130,000</u>
TOTAL	<u>\$130,000</u>

**PROPOSED PROJECT DESCRIPTION:**

The District owns four (4) 47-passenger buses that are used to transport athletic teams and class field trips statewide. The oldest bus in the fleet is a 1969 MCI that was purchased from Greyhound in 1981. This 33-year-old bus had 1,000,000 plus miles on it when it was purchased and has traveled an additional 300,000 plus miles in the past 23 years. To ensure safe and reliable transportation this bus should be replaced with a newer used bus.

**OBJECTIVES TO BE ACHIEVED:**

Purchase a newer 47-passenger bus.



**FRESNO CITY COLLEGE**

**STATE CENTER COMMUNITY COLLEGE DISTRICT**  
**Fiscal Year 2002-03**

**DECISION PACKAGE**

Title: Staff Development and Training Location: Fresno City College

Prepared By: Tony Cantu and Michael Guerra

**PROPOSED BUDGET DETAIL:**

<b><u>Object Code:</u></b>	<b><u>2002-03</u></b>
95310 Conference	<u>\$75,000</u>
Total	\$75,000

**PROPOSED PROJECT DESCRIPTION:**

This proposal outlines a selected program of activities for the professional enhancement of all segments of the college's staff. It is designed to strengthen classroom instruction, strengthen the delivery of instructional, student services and administrative services, and increase the use of technology across all college units.

**OBJECTIVES TO BE ACHIEVED:**

1. PROGRAM/STAFF INNOVATIONS \$15,000

The collegewide mini-grant program funds requests for projects associated with the development of new and innovative approaches to classroom instruction and other services to students. All areas of the college may request the use of these funds. A process for requesting, evaluating, and awarding these funds is administered by the Office of Instruction.

2. ADJUNCT FACULTY SERVICES \$ 2,000

Efforts to recruit and to provide special information needs of part-time instructors have increased. This proposal is to provide supplies, including publication of the Guide for Adjunct Faculty, faculty semester identification cards, and opening of school orientation meetings.

3. NEW FACULTY ORIENTATION \$ 2,000

Two faculty will coordinate an orientation program for new full-time permanent faculty. Activities will include an orientation meeting modeled after the format used in Great Teachers Seminar, technology training, campus visitations, and development of a quick-guide handbook.

4. CLASSIFIED IN-SERVICE TRAINING \$ 5,000

This project calls for leadership and project management training for classified staff, including managers and directors. Funding will provide in-house leadership and teamwork training for work unit members to promote student success.

5. TRAVEL AND CONFERENCE \$20,000

This item is proposed specifically for required travel that does not fall under the guidelines established for the use of AB1725 staff development funds. This item provides for travel to special meetings, certifications, associations, and faculty sponsors of student clubs and organizations.

6. FACULTY FLEX DAYS (2) \$10,000

This item is proposed to support presenters and in-service training for department and division staff development activities.

7. STAFF TRAVEL/CONFERENCE AND IN-SERVICE TRAINING \$21,000

This projects is designed to support administrative staff development activities, including travel and conference, expenses incurred by faculty on classroom field trips, and institutional supported travel and conference for telecommunications, research and planning, matriculation, and advanced technology.

**TOTAL \$75,000**

**STATE CENTER COMMUNITY COLLEGE DISTRICT  
Fiscal Year 2002-03**

**DECISION PACKAGE**

Title: Speakers Forum Location: Fresno City College

Prepared By: Tony Cantu and Michael Guerra

**PROPOSED BUDGET DETAIL:**

<b><u>Object Code:</u></b>	<b><u>2002-03</u></b>
94410 Office Supplies	\$ 3,000
95810 Advertising	5,000
95530 Contract Labor Services	<u>22,000</u>
Total	\$ 30,000

**PROPOSED PROJECT DESCRIPTION:**

For many years the College sponsored a speakers forum from Community Services Reserve Funds. This source of funding is no longer available.

The college would like to continue the Speakers Forum Series, which provides a unique educational experience for both our students and the community at large.

Some of the speakers simply present for an evening in our Theatre. Others may also spend a day speaking to selected classes of students.

**OBJECTIVES TO BE ACHIEVED:**

1. Provide a speaker series that will provide a unique educational experience for students.
2. Promote a speakers series that will draw community members to campus and possibly generate interest in attending other college functions or even registering as a student.

**STATE CENTER COMMUNITY COLLEGE DISTRICT  
Fiscal Year 2002-03**

**DECISION PACKAGE**

Title: Student Recruitment/Marketing Location: Fresno City College

Prepared By: Tony Cantu and Michael Guerra

**PROPOSED BUDGET DETAIL:**

<b>Object Code:</b>	<b>2002-03</b>
94410 Office Supplies	\$ 20,000
95810 Advertising	<u>20,000</u>
Total	\$ 40,000

**PROPOSED PROJECT DESCRIPTION:**

Future student growth at Fresno City College will depend heavily upon increasing enrollments in those programs that have less than full classes. A yearly marketing plan is developed by the campus marketing advisory committee and management.

The plan will identify those programs where new, fairly inexpensive brochures can be developed to enhance this objective. A secondary objective will be to make more visible the presence of Fresno City College as part of the State Center Community College District.

**OBJECTIVES TO BE ACHIEVED:**

1. Continue to work with our high schools to improve student recruitment efforts, particularly for the programs where space is available.
2. Produce new, updated recruitment and presentation materials.
3. Increase WSCH/FTE in specific programs/increase FTES without increasing instructional staff.

**STATE CENTER COMMUNITY COLLEGE DISTRICT  
Fiscal Year 2002-03**

**DECISION PACKAGE**

Title: Instructional Materials – LRC, Proposition 20 Compliance Location: Fresno City College

Prepared By: Tony Cantu and Michael Guerra

**PROPOSED BUDGET DETAIL: Fund 12 LT5**

<u>Object Code:</u>	<u>2002-03</u>
94310 Supplies & Materials	\$ 20,000
94510 Periodicals, Instruc. Materials	35,000
95235 Op. Exp. - HW/SW Maint. & Licenses	65,000
96810 Books	<u>80,000</u>
Total	\$ 200,000

**PROPOSED PROJECT DESCRIPTION:**

This decision package is designed to provide assistance to the library resources center by providing necessary funding for new and replacement books and repair of instructional equipment used across campus to comply with Prop. 20 to expend a portion of lottery proceeds for instructional materials.

**OBJECTIVES TO BE ACHIEVED:**

1. Continue to maintain the current level of library subscriptions.
2. Upgrade media equipment used across campus.
3. Provide for site license upgrade campuswide.
4. Provide for replacement and new equipment in the media center.
5. Continue to upgrade student computer labs.
6. Provide continued support for the law library.

**STATE CENTER COMMUNITY COLLEGE DISTRICT  
Fiscal Year 2002-03**

**DECISION PACKAGE**

Title: Equipment (New and Replacement) Location: Fresno City College

Prepared By: Tony Cantu and Michael Guerra

**PROPOSED BUDGET DETAIL:**

<u>Object Code:</u>	<u>2002-03</u>
94410 Supplies	\$ 4,500
95235 HW/SW Licensing	1,665
96510 Instructional Equip. New	3,300
96515 Non-Instructional Equip.	35,577
96520 Vehicles	22,000
96615 Equipment Replacement	<u>23,758</u>
Total	\$ 90,800

**PROPOSED PROJECT DESCRIPTION:**

The purpose of this decision package is to provide the campus with funding for new and replacement equipment campuswide. There are ongoing needs to replace old, worn-out or obsolete equipment that is used in support of the District's and College's educational and student services programs.

**OBJECTIVES TO BE ACHIEVED:**

1. Replace obsolete, old and worn-out equipment that is no longer cost-effective to repair.
2. Improve operational efficiency and service effectiveness of campus departments receiving new or replacement equipment.
3. Replace equipment that can no longer adequately support the instructional programs, student services and administrative services campus functions.

## NEW AND REPLACEMENT EQUIPMENT DESCRIPTION

### 2002-2003 DECISION PACKAGE

1. Twelve Passenger Van (1) \$ 22,000  

To allow for passenger and equipment storage to assist in Registration-To-Go. Removable seats allow for additional capacity.
2. Binding Punch – Campus Production Department 3,010  

This will replace equipment which is outdated and beyond repair and which is necessary to support functions of the Production Department.
3. Computers, Printers & Software – Administrative Services 10,920  

This will provide for equipment and maintenance costs for the Theatre ticket system, as well as allow for storage of payroll data, spreadsheets and information necessary for program review, accreditation, and facility management scheduling.
4. Reprographic Large Format Printer - LRC 3,300  

The demand for prints that exceed 11” x 17” has grown. This printer will allow the LRC to provide large signs and banners for events, classroom presentations, and for architectural drawings.
5. Safety Flammable Liquid Cabinets - LRC 900  

Cabinets are required in the LRC equipment and repair shop for the safe storage of paints, chemicals and other flammable liquids necessary for the repair and service of equipment throughout the campus. This will also make us compliant with fire code and OSHA standards.



- |    |   |        |
|----|---|--------|
| 6. | Screens   | 2,827  |
|    | This will improve climate control in the classrooms and enhance the educational environment by replacing existing equipment.  |        |
| 7. | Laptop Computers for Reg-to-Go  | 10,310 |
|    | These computers will be used to support registration activities at the high schools. They will also be used for new student orientation/registration activities in the FCC Cafeteria.   |        |
| 8. | Radios and Console Dispatch - Building Services   | 13,775 |
|    | This will facilitate radio contact between lead personnel for all shifts, provide for contact with campus police during emergencies, and provide increased response to service requests.  |        |
| 9. | Computers - Counseling Center   | 23,758 |
|    | Upgraded computers will facilitate transactions such as pulling up test scores, transcripts, college catalogs from other schools, accessing other college web pages, matriculation tracking, entering student data, making appointments for students, generating records for counselors, etc. |        |

**TOTAL        \$    90,800**

**STATE CENTER COMMUNITY COLLEGE DISTRICT  
Fiscal Year 2002-03**

**DECISION PACKAGE**

Title: Facility Remodeling, Repairs and Safety Projects    Location: Fresno City College

Prepared By: Tony Cantu and Michael Guerra

**PROPOSED BUDGET DETAIL:**

<u>object Code:</u>	<u>2002-03</u>
92150 Classified O/T	\$ 24,000
93000 Benefits	2,179
94310 Instructional Supplies (Prop. 20)	1,000
96210 Construction	94,000
96220 Architect Services	5,000
96225 Engineering Services	5,000
96245 Testing Services	2,000
96510 Instructional Equip. – New	4,200
96615 Non-Instructional Equip. Replacement	<u>151,821</u>
Total	\$289,200

**PROPOSED PROJECT DESCRIPTION:**

This decision package will fund selected and prioritized facility remodeling, upgrade and safety projects for the campus. The attached project list provides a description of each project.

**OBJECTIVES TO BE ACHIEVED:**

1. Upgrade, modernize and improve functionality of selected campus facilities that are dated and in need of improvement. Studies have indicated that the physical appearance of facilities and campus safety are important factors in the recruitment and retention of students.
2. Remodel and reprogram selected campus areas for changing instructional and student support services needs.
3. Augment deferred maintenance budgets by upgrading and remodeling facilities.

## FACILITY REMODELING, REPAIRS and SAFETY PROJECTS

### 2002-2003 DECISION PACKAGE

Following is an outline of specific projects to be completed with this decision package:

1. Landscaping/Hardscape Improvements \$ 20,000  
  
Will provide continued pruning efforts to maintain mature vegetation, and replacement of concrete areas identified as trip hazards/slip and fall areas by Campus Access Committee and Safety Committee meeting minutes.
2. Carpet/Flooring Collegewide 50,000  
  
To provide continued efforts to replace carpet and tile collegewide. To maintain the appearance and presentation of college offices, classrooms and laboratories.
3. Campus Restroom Upgrades 23,000  
  
To rehabilitate restrooms and allow accommodation of emergency lighting, flushometers, dispensers, mirrors and tile.
4. Painting 50,000  
  
To continue to maintain building exteriors and maintenance issues. Application of wainscoting in high traffic areas, buildings with high student population, and public use facilities for ease of cleaning maintenance. To address areas in Music-Speech and Language Arts.
5. Tennis Courts 21,000  
  
To resurface and maintain programmatic maintenance of tennis court facilities. The area is addressed in a cycle where one-third of the area is resurfaced to maintain consistency of surface play and minimize major patch work. The south courts are targeted for resurfacing in 2001-2002.
6. Welding Ventilation - Applied Technology 65,000  
  
To provide safe facilities for instruction and a safe learning environment by abating toxic fumes generated from the new metals and alloys in modern welding techniques.

7. Completion of Softball Field Upgrades 20,000

This would allow for completion of the bullpens, batting cages, and permanent seating behind home plate, as well as enclosing the dugouts. It would also provide for the addition of drinking fountains and a sound system, as well as installation of a warning track.

8. Air Filtration System - Painting Studio AH-201 5,200

This system will filter toxic fumes from the air in the studio and return clean air. Doors and windows can then remain closed, thus preserving heat and cool air from the central system.

9. Chemical Fume Hood - S-220 35,000

This project will split the number of hoods currently attached to one scrubber, thus eliminating intermittent operation of the hoods and providing a safer environment.

**TOTAL \$289,200**

**STATE CENTER COMMUNITY COLLEGE DISTRICT  
Fiscal Year 2002-03**

**DECISION PACKAGE**

Title: Instructional Equipment Location: Fresno City College

Prepared By: Tony Cantu

**PROPOSED BUDGET DETAIL:**

<b><u>Object Code:</u></b>	<b><u>2002-03</u></b>
94310 Instructional Supplies (Prop. 20)	\$78,328
96510 Instructional Equipment	<u>71,672</u>
Total	\$150,00

**PROPOSED PROJECT DESCRIPTION:**

As course offerings and programs continue to grow, additional funding is necessary to keep pace with this growth. This proposal will provide the necessary funds to meet the increased need for new equipment, technology, and replacement of obsolete equipment and to provide students and instructors equipment that meets the most current standards.

**OBJECTIVES TO BE ACHIEVED:**

1. Provide instructional equipment upgrades to existing equipment.
2. Provide new and/or replacement equipment and technology.
3. Increase course offerings and programs.

## INSTRUCTIONAL EQUIPMENT

### 2002-2003 DECISION PACKAGE

Requested funds will be allocated as follows:

**Applied Technology and the Career and Technology Center** \$ 38,549

New equipment and upgrades to support construction, welding, graphic communication, police academy, and automotive programs.

**Business** \$ 4,491

Provide new audio system and visual projectors for Business Administration program.

**DSPS** \$ 10,000

Provide alternate media equipment for students in the DSPS program.

**Health Science** \$ 23,285

New equipment and upgrades for respiratory care, medical assisting, radiologic technology, nursing programs.

**Humanities** \$ 14,625

New equipment and technology for art and foreign language departments.

**LRC/Media Center** \$ 22,150

New and replacement equipment to support media and technology campus wide.

**Math, Science, and Engineering** \$ 33,330

New and replacement equipment and technology to support biology, chemistry, geology, engineering, and math programs.

**Social Sciences** \$ 3,570

New and replacement equipment for criminology and psychology.

**TOTAL** \$150,000

**STATE CENTER COMMUNITY COLLEGE DISTRICT**  
**Fiscal Year 2002-03**

**DECISION PACKAGE**

Title: Building Services Equipment Location: Fresno City College

Prepared By: Michael Guerra

**PROPOSED BUDGET DETAIL:**

<b><u>Object Code:</u></b>	<b><u>2002-03</u></b>
94420 Custodial Supplies	\$ 5,000
96515 Non-Instruc. Equip. New	34,050
96615 Non-Instruc. Equip. Replacement	<u>10,950</u>
Total	\$50,000

**PROPOSED PROJECT DESCRIPTION:**

This will meet the necessary equipment needs prescribed by the consultant who performed the audit of custodial practices. It will enhance the recommended staff reorganization and provide state-of-the-art equipment to upgrade the presentation of facilities and improve sanitation practices.

**OBJECTIVES TO BE ACHIEVED:**

1. Purchase necessary equipment to support a staff of 30 custodians and lead personnel in maintaining educational facilities.
2. Purchase 15 backpack vacuum cleaners to be used by the custodians as per the recommendations. Also replace four wet/dry vacuums that can no longer be repaired.
3. Purchase 7 auto scrubbers to maintain the floors of the Cafeteria, Gymnasium locker rooms, the Fieldhouse, Library/Media Center and the Health Science Building.
4. Purchase carpet-spotting equipment for picking up spills and cleaning carpet. Upholstered furniture could also be cleaned.
5. Purchase 4 baseboard scrubbers to be used to scrub under commodes, sinks, cove base, baseboards, and difficult areas that the normal size floor scrubbers cannot reach.
6. Purchase foaming equipment, hoses, quick couplers, hose bibs, squeegees, and chemicals for the foaming of restrooms, locker rooms and shower areas, as recommended.

**STATE CENTER COMMUNITY COLLEGE DISTRICT**  
**Fiscal Year 2002-03**

**DECISION PACKAGE**

Title: Non-Instructional Supplies/Maintenance and Repair Location: Fresno City College

Prepared By: Tony Cantu

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**PROPOSED BUDGET DETAIL:**

<u>Object Code:</u>	<u>2002-03</u>
94400 Non-Instructional Supplies	\$150,000
95225 Equipment Repair & Maintenance	<u>50,000</u>
Total	\$200,000

**PROPOSED PROJECT DESCRIPTION:**

Over the past three to five years, we have added several new programs and considerably expanded existing programs. At the same time, costs for supplies and maintenance of equipment have increased considerably. This proposal will provide additional funds to address the increased need for supplies and the maintenance/repair of equipment and technology that have been purchased for the addition and expansion of programs.

Allocations are as follows: Administrative Services \$5,000; Institutional Services \$5,000; Instructional Services \$140,000; and Student Services \$50,000.

**OBJECTIVES TO BE ACHIEVED:**

1. Increase our ability to continue to provide necessary administrative, institutional, instructional, and student support services to faculty and students.
2. Maintain equipment and technology in excellent working condition.
3. Meet the needs of increased demand for supplies to provide appropriate materials for students and staff.



**REEDLEY COLLEGE**

**STATE CENTER COMMUNITY COLLEGE DISTRICT**  
**Fiscal Year 2002-03**

**DECISION PACKAGE**

Title: Staff Development and Training Location: Reedley College

Prepared By: Tom Crow

**PROPOSED BUDGET DETAIL:**

<b>Object Code:</b>	<b><u>2002 - 03</u></b>
95310	<u>\$60,000</u>
Total	\$60,000

**PROPOSED PROJECT DESCRIPTION:**

The campus student population continues to increase and has become more diverse. Staff development activities will be provided to train staff to effectively address these new changes. There is also a need for improved technological skills to effectively provide services to students. The college uses a number of part-time certificated staff. Professional Development and Training is necessary for these staff members to be an effective part of the faculty.

The Staff Development budget is proposed to increase from \$30,000 to \$60,000 in 2003 to backfill the amount cut from the Governor's Proposed Budget. If the Governor's Final Budget restores staff development funding, the LT0 Decision Package budget will be adjusted accordingly.

**OBJECTIVES TO BE ACHIEVED:**

1. Strengthen the delivery of instructional, student services and administrative services programs of the College.
2. Increase staff awareness of cultural diversity within and external to the classroom.
3. Enhance academic excellence throughout instructional programs and student services.
4. Promote campuswide involvement in multi-faceted staff development activities.
5. Train part-time certificated staff members (\$5,000 of this decision package will be dedicated to this objective).
6. This decision package, subject to recommendation and approval by management, would provide funding for travel and registration expenses to professional development and in-service training workshops and conferences.

**STATE CENTER COMMUNITY COLLEGE DISTRICT  
Fiscal Year 2002-03**

**DECISION PACKAGE**

Title: College Marketing and Cultural Enrichment      Location: Reedley College

Prepared By: Tom Crow, Ron Taylor, and Ruben Hernandez

**PROPOSED BUDGET DETAIL:**

<u>Object Code:</u>	<u>2002 - 03</u>
94410	\$ 5,000
95520	35,000
95710	1,000
95715	5,000
95720	1,000
95990	<u>3,000</u>
Total	\$50,000

**PROPOSED PROJECT DESCRIPTION:**

The community services funding was discontinued in 2000-2001 and it is proposed to fund these activities from Lottery funds for continuation of campus and community cultural event programming. These funds will be used to provide a variety of cultural awareness activities such as Cinco de Mayo, Black History Week and Kaleidoscope \$10,000

The college's marketing advisory committee addresses the campus needs for a comprehensive plan to market the college. As a result of the efforts of the committee and management, a yearly plan is developed that provides direction for the marketing of the campus. Components of the plan include the printing of materials that support the efforts to recruit students to the campus and mileage reimbursement for high school recruitment visitations. This proposed package would provide improved and updated recruitment materials for marketing the college and its various programs to prospective students. \$25,000

A speakers' forum is proposed to be funded that would bring in speakers for evening presentations on topics that would be of interest to both the local and College community. It is also intended to bring in resource professionals for campuswide reading/lecture series to enrich the curriculum. \$15,000

## **OBJECTIVES TO BE ACHIEVED:**

1. Improve the emphasis on student recruitment from service area high schools and strengthen the relationship with the feeder schools.
2. Provide additional display backdrop for recruitment visitations and purchase new supply of recruitment presentation materials.
3. Provide funding for updated marketing supplies that will include printed materials, advertising for all College sites and regularly scheduled recruitment staff visitations to high schools.
4. Increased opportunities for student cultural enrichment and awareness.
5. Increased opportunities for community cultural enrichment and involvement in the life of the campus.
6. Provide opportunities for student and community members to listen and learn from notable authors, journalists, notable academicians and others who have distinguished themselves in diverse fields of study.
7. Provide information on timely topics of interest to the community.

**STATE CENTER COMMUNITY COLLEGE DISTRICT**  
**Fiscal Year 2002-03**

**DECISION PACKAGE**

Title: Instructional Supplies, Proposition 20 Compliance Location: Reedley College

Prepared By: Ron Taylor

**PROPOSED BUDGET DETAIL:**

<b>Object Code:</b>	<b><u>2002 - 03</u></b>
Fund 12 Object 94310	\$19,330
Fund 12 Object 94315	28,695
Fund 12 Object 96810	<u>15,000</u>
Total	\$63,025

**PROPOSED PROJECT DESCRIPTION:**

At the Primary Election held on March 7, 2000, California voters approved Proposition 20. Prop. 20 requires that fifty percent of any growth in statewide lottery revenues for public education above what was allocated in the 1997-98 fiscal year be allocated to schools districts and community colleges for the sole purpose of instructional materials and supplies.

**OBJECTIVES TO BE ACHIEVED:**

This project will provide much-needed support for enrollment growth and technological enhancements in instructional programs across the college as detailed below. It will also provide essential upgrades to software in instructional areas. For some programs, there is the additional objective of increasing student retention and success by making additional, specialized course materials more easily available to students who are having difficulty.

Software for Students with Disabilities	\$ 9,000	
Microsoft Site License	12,000	
Library Books, Tapes & Discs	15,000	
Horizon Software update	5,200	
Web board software update	2,495	
Miscellaneous Department-Specific Projects	19,330	
Electrical systems enhancement, Aero		\$ 5,000
Biology lab models and supplies		3,500
Diagnostic and repair tools, Mech. Ag		7,245
Writing Center computer supplies and peripherals		2,980
Ag. Computer Lab upgrade supplies		605

(See footnote {A} below for additional rationale and justification)

(A) Replacements and additions of evolving technology equipment, software and related supplies are both cost effective and provide for more timely and efficient processing of the various business and instructional transactions required in the expanding high-tech, information-age revolution. The information age has escalated changes to an exponential rate and these changes constantly reshape the skills necessary to meet the expectations of modern-day students. Compared to the private sector the educational system fell behind in the technology arena and we are now in a catch-up mode. The highly motivated student will not enroll or stay on a college campus that is no longer keeping pace with the industry's information age.

**STATE CENTER COMMUNITY COLLEGE DISTRICT  
Fiscal Year 2002-03**

**DECISION PACKAGE**

Title: Technology Upgrades and Additions Location: Reedley College

Prepared By: Ron Taylor and Ruben Fernandez

**PROPOSED BUDGET DETAIL:**

<u>Object Code:</u>	<u>2002 - 2003</u>
96510 – New Instructional Equipment	\$ 161,000
96515 – New Equipment	10,000
94315 – Software	<u>16,375</u>
Total	\$ 187,375

**PROPOSED PROJECT DESCRIPTION:**

In accordance with the District's Five Year Master Plan, the College's Strategic Plan and PFE Goals, the purpose of this decision package is to provide the campus with funding for new, replacement and repaired equipment campuswide that will maintain the highest and most practical level of emerging and current technology available in the industry. There are ongoing needs to add new, replace obsolete, or repair equipment that is used in support of the College's varied and numerous programs.

**OBJECTIVES TO BE ACHIEVED:**

1. Project a contemporary high-tech campus image to both prospective and current students, faculty and staff.
2. The availability of state-of-the-art, high-tech equipment, classroom management and state-of-the-art instructional delivery will better prepare students for the transition to jobs in business, industry, professional careers and transfer to baccalaureate programs.
3. Replace obsolete, old and worn-out equipment that is no longer cost-effective to repair.
4. Improve operational efficiency and service effectiveness of campus departments receiving new or replacement equipment.
5. Equipment enhancements to the campus technological equipment inventory that will support the anticipated upgrade to Windows 2000, ensuring appropriate security and speed of network operation.
6. Refer to the following schedule for more specific details.

Schedule of  
 NEW, REPLACEMENT and/or REPAIR of TECHNOLOGY-RELATED EQUIPMENT  
 2002 - 2003 DECISION PACKAGE

Electronic Message Signs (2) to notice campus events, student activities, registration dates, available scholarships, financial aid programs, etc.	\$ 10,000
Three additional biology lab computers to support enrollment growth.	5,200
DSP&S Computer Equipment to upgrade and enhance alternate media and adaptive technology services for disabled students.	16,000
Develop a twenty-station PC Writing Lab for tutorial writing-skill development	50,000
Develop a twelve-station Physics Computer Lab	24,000
AG Computer Lab Upgrade. Replacement of 31 four-year-old, slow, high-maintenance computers	34,000
Art Dept. video camera for student use in art classes	6,000
Language Arts Lab equipment upgrades and additions for state-of-the-art instructional technology in the various language arts classes	12,500
Acquisition of campus computer software as needed and required.	16,375
Replacement of old, slow, and dated chemistry lab computers that are compatible with new-generation instructional software.	11,500
Physical Education Department computer	<u>1,800</u>
<b>TOTAL</b>	<b>\$187,375</b>



**STATE CENTER COMMUNITY COLLEGE DISTRICT  
Fiscal Year 2002-03**

**DECISION PACKAGE**

Title: Instructional Equipment Location: Reedley College

Prepared By: Ron Taylor

**PROPOSED BUDGET DETAIL:**

<u>Object Code:</u>	<u>2002 - 2003</u>
94310 - Supplies (Prop. 20)	\$ 15,000
95225 - Equip. Repair & Maint.	3,500
96510 - New Equipment	<u>53,500</u>
Total	\$ 72,000

**PROPOSED PROJECT DESCRIPTION:**

The purpose of this decision package is to provide the campus with funding for new, replacement and repair of instructional-related equipment campuswide. There are ongoing needs to add new, replace obsolete, or repair equipment that is used in support of the District's and College's educational and student services programs.

This particular decision package category is less than prior years due to the increased Block Grant allocation for instructional equipment and the transfer of items to the new Prop. 20 Instructional Supply decision package.

**OBJECTIVES TO BE ACHIEVED:**

1. Replace obsolete, old and worn-out equipment that is no longer cost-effective to repair.
2. Improve operational efficiency and service effectiveness of campus departments receiving new or replacement equipment.
3. Replace and/or repair equipment that can no longer appropriately support the instructional programs.
4. Refer to the following schedule for more specific details.

Schedule of  
 NEW, REPLACEMENT and/or REPAIR of INSTRUCTIONAL-RELATED EQUIPMENT  
 2002 - 2003 DECISION PACKAGE

Computer Repair Parts inventory for repair of campus computers and related equipment	\$ 15,000
Biology lab equipment repairs	3,500
Replacement of syllabi/records office computer	2,000
Purchase of Fitness Center equipment	5,000
Purchase of AG Mechanics diagnostic equipment and tools	7,300
Purchase of AG Business securable cabinets for safekeeping of equipment	4,800
Purchase of Math, Science and Engineering document camera for classroom instructional delivery	4,400
Purchase Tutorial Center work stations	5,000
Purchase replacement computers for residence hall computer lab	3,000
Purchase and install replacement football team-room lockers. Existing lockers are worn and damaged beyond cost-effective repair.	22,000
<b>TOTAL</b>	<b>\$72,000</b>

**STATE CENTER COMMUNITY COLLEGE DISTRICT**  
**Fiscal Year 2002-03**

**DECISION PACKAGE**

Title: Facility Remodeling, Repairs and Safety Projects    Location: Reedley College

Prepared By: Tom Crow, Ron Taylor, Gene Blackwelder, and Ruben Fernandez

**PROPOSED BUDGET DETAIL:**

<u>Object Code:</u>	<u>2002 - 2003</u>
96210 Site Improvements	\$ 20,000
96410 Building Renovation	\$ 11,000
96510 Equipment	\$ 44,100
Total	\$ 75,100

**PROPOSED PROJECT DESCRIPTION:**

This decision package is proposed to fund selected and prioritized facility remodeling, upgrades, safety projects and site improvements for the campus. See the attached project schedule for a more-detailed description.

**OBJECTIVES TO BE ACHIEVED:**

1. Upgrade, modernize and improve functionality of selected campus facilities that are tired and dated. Studies have indicated that the physical appearance of facilities and campus safety are important and are many times the final and pivotal factors in the recruitment and retention of students and faculty.
2. To remodel and reprogram selected campus areas for evolving instructional and student support services needs.
3. Augment the deferred maintenance budgets by upgrading and remodeling selected 1950-era original construction.
4. Refer to the attached schedule for more specific objectives and details.

Schedule of  
FACILITY REMODELING, REPAIRS and SAFETY PROJECTS

2002 - 2003 DECISION PACKAGE

Following is an outline of specific projects proposed to be completed with this decision package:

Purchase and install security cameras for increased residence hall resident security.	\$ 14,100
Construct a required second restroom in the Child Development Lab for compliance with the State Community Care Licensing regulations.	20,000
Remodel the Language Arts Lab to provide two classrooms for more class-scheduling flexibility.	5,000
Purchase and install additional evaporative cooling and an exhaust fan in the Art Ceramics Lab to provide a more-stable temperature and to control exhaust kiln heat and fumes.	6,000
The college has received a generous gift of \$10,000 from the Clark Family Foundation for a fountain or outdoor art on the campus. The requested lottery funds will match the gift and enable the college to construct the fountain. In addition to being a signature monument on campus, the fountain will serve as a gathering place for our students.	10,000
Purchase retractable gymnasium divider to provide a safety net for two classroom activities, as well as multiple, simultaneous team volleyball and basketball practice sessions	10,000
Upgrade Arboretum irrigation system, repair damaged walkways and addition of the Monrovia Audubon Plant Collection.	2,500
Athletic Field fenced storage and concrete pad for security and safekeeping of various equipment and apparatus.	7,500
<b>TOTAL</b>	<b>\$75,100</b>

**STATE CENTER COMMUNITY COLLEGE DISTRICT  
Fiscal Year 2002-03**

**DECISION PACKAGE**

Title: Equipment Replacement Location: Reedley College

Prepared By: Ruben Fernandez and Gene Blackwelder

**PROPOSED BUDGET DETAIL:**

<b><u>Object Code:</u></b>	<b><u>2002 - 03</u></b>
96615 – Equipment	<u>\$17,500</u>
Total	\$17,500

**PROPOSED PROJECT DESCRIPTION:**

The purpose of this decision package is to provide the campus with funding for replacement of equipment campuswide. There are ongoing needs to replace old, worn-out or obsolete equipment that is used in support of the District's and College's educational and student services programs.

**OBJECTIVES TO BE ACHIEVED:**

1. Replace obsolete, old and worn-out equipment that is no longer cost-effective to repair.
2. Improve operational efficiency and service effectiveness of campus departments receiving new or replacement equipment.
3. Replace equipment that can no longer appropriately support the instructional programs, student services and administrative services campus functions.
4. Refer to the attached Equipment Replacement Description for more specific objectives.

Schedule of  
PROPOSED NEW AND REPLACEMENT EQUIPMENT DESCRIPTION

2002 - 2003 DECISION PACKAGE

Purchase and install Health Services Office work stations for more-efficient provision of services and to maximize usable wall and floor space. \$ 7,000

Purchase and install Counseling Office work stations for more-efficient provision of services and to maximize usable wall and floor space. 7,000

Purchase Athletic Department Game Management (scorers' and timekeepers') table to provide more-professional appearance and image of College for intercollegiate contests. 3,500

**TOTAL** **\$17,500**

**NORTH CENTERS**

**STATE CENTER COMMUNITY COLLEGE DISTRICT  
Fiscal Year 2002-03**

**DECISION PACKAGE**

Title: Staff Development Location: Madera/Clovis/Oakhurst

Prepared By: Don C. Yeager

**PROPOSED BUDGET DETAIL:**

Major Object: 2002-2003

91000

92000

93000

94000

95000 \$12,000

96000

Total: \$12,000

**PROPOSED PROJECT DESCRIPTION:**

The North Centers continue to increase in the number of students and the number of full-time faculty. In an effort to provide the full-time and adjunct faculty and staff the opportunity for professional development, the North Centers would propose staff development funding. As in past years, the focus would be the exploration of emerging trends and remaining current in subject information in order to improve the instructional and student support programs.

**OBJECTIVES TO BE ACHIEVED:**

1. Provide professional development opportunities for permanent and adjunct faculty and staff of the North Centers.
2. Provide the opportunity for the continued improvement of the instructional and student support programs.









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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 7, 2002

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SUBJECT: Consideration of Resolution Ratifying  
Purchase Agreement - Willow/International  
Community College Center (Bains/Dhillon  
Parcel)

ITEM NO. 02-101

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EXHIBIT: Resolution

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Background:

In November 2001 the Board of Trustees authorized the administration to enter into negotiations with property owners for the acquisition of the preferred new educational center site at Willow/International. Subsequently, on February 5, 2002, the Board of Trustees approved the Environmental Impact Report and authorized the project.

During the past several months the District has entered into negotiations with various property owners based upon the appraised value of the properties. The District has recently concluded negotiations for the acquisition of approximately 17.74 acres, commonly known as 10423 North Willow Avenue, County of Fresno, for the Bains/Dhillon parcel. The recommended purchase price is based upon the appraised value.

In order to finalize the acquisition, it is appropriate for the Board to approve the Resolution Ratifying Agreement for the Purchase of Real Property located at the Willow/International site. In addition, it is recommended that the Board of Trustees authorize the Chancellor or Executive Vice Chancellor to enter into a Purchase and Sale Agreement for said property.

Recommendation:

It is recommendation that the Board of Trustees:

- a) approve Resolution No. 02-101 Ratifying Agreement for the Purchase of Real Property;  
and
- b) authorize the Chancellor or Executive Vice Chancellor to enter into a Purchase and Sale Agreement for approximately 17.74 acres, commonly known as 10423 North Willow Avenue, from Bains/Dhillon, et al.



provided by an expert appraiser; and

WHEREAS, the negotiated purchase price for the Property will consist of cash payments, through escrow, totaling Ninety Two Thousand Five Hundred Dollars (\$92,500.00) per acre, for a total of One Million Six Hundred Forty-one Thousand Dollars (\$ 1,641,000.00), and may include additional compensation under the circumstances described in the Agreement; and

WHEREAS, it is in the best interest of the District to acquire said real property in lieu of condemnation; and

WHEREAS, upon approval of this Resolution, the District shall be authorized to enter into the Agreement pursuant to the substantive provisions set forth herein.

**NOW, THEREFORE, THE BOARD OF TRUSTEES OF THE STATE CENTER COMMUNITY COLLEGE DISTRICT DECLARES, FINDS, ORDERS, AND RESOLVES AS FOLLOWS:**

1. The foregoing recitals are adopted as true and correct.
2. The aforementioned Purchase and Sale Agreement and Escrow Instruction Between the Bains/Dhillon Families and State Center Community College District is hereby approved and ratified.
3. The District staff is authorized and directed to take all steps necessary or convenient to acquire the Property in accordance with said Agreement.
4. The District's Executive Vice Chancellor is authorized and directed to execute a Certificate of Acceptance, secure an appropriate policy of title insurance, open escrow, execute any escrow instructions relating to the Agreement, any supplementary escrow instructions and agreements as necessary to carry out the provisions of this authorizing Resolution, and to approve

any amendments as necessary to carry out the provisions of this authorizing Resolution for the purchase price specified herein.

5. The District's special legal counsel, Lozano Smith, is authorized and directed to prepare all appropriate documents, opinions and instructions as necessary to carry out the terms and provisions of the Agreement approved by this authorizing Resolution.

\*\*\*\*\*

PASSED AND ADOPTED this 7th day of May, 2002, by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_


ABSENT OR NOT VOTING: \_\_\_\_\_

\_\_\_\_\_  
Phillip J. Forhan  
President, Board of Trustees

CERTIFIED TO BE A TRUE  
AND CORRECT COPY:

\_\_\_\_\_  
Ron Manfredi, Secretary  
Board of Trustees

Approved as to Legal Form:  
LOZANO SMITH

By   
Jeffrey L. Kuhn  
Special Counsel for District

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**CERTIFICATE OF ACCEPTANCE OF GRANT DEED (SALE)**

This is to certify that the interest in Real Property conveyed by grant deed dated \_\_\_\_\_, 2002 from members of the BAINS/DHILLON FAMILY to the STATE CENTER COMMUNITY COLLEGE DISTRICT, a California community college district ("District"), is hereby accepted by Jon Sharpe, Executive Vice Chancellor, on behalf of the District, pursuant to the authority conferred upon him by Resolution of the Board of Trustees of the District adopted on May 7, 2002, and the District, as grantee, consents to recordation of said grant deed by its duly authorized officer, Jon Sharpe, Executive Vice Chancellor of the State Center Community College District.

DATED: \_\_\_\_\_, 2002

STATE CENTER COMMUNITY  
COLLEGE DISTRICT

By: \_\_\_\_\_  
JON SHARPE  
Executive Vice Chancellor

*[ATTACH NOTARY ACKNOWLEDGMENT]*