

AGENDA  
Regular Meeting  
BOARD OF TRUSTEES  
STATE CENTER COMMUNITY COLLEGE DISTRICT  
**Madera Center**  
**30277 Avenue 12**  
**Madera, CA 93638**  
4:30 p.m., October 5, 2004

- I. Call to Order
- II. Pledge of Allegiance
- III. Introduction of Guests
- IV. Approval of Minutes, Meeting of September 7, 2004
- V. Delegations, Petitions, and Communications [see footnote, Page 2]
- VI. Reports of Chancellor and Staff
  - A. PRESENTATIONS
    - 1. Chancellor's Report Tom Crow
    - 2. Academic Senate Report Chris Glaves, NC
    - 3. Classified Senate Report Jerry Neff, DO/FCC
    - 4. Biological and Physical Sciences, Madera Center Terry Kershaw  
Frank Yancy  
Shawn Fleming
  - B. CONSIDERATION OF CONSENT AGENDA [04-181 through 04-198]
  - C. PERSONNEL
  - D. GENERAL
- VII. Reports of Board Members
- VIII. Old Business
- IX. Future Agenda Items

X. Delegations, Petitions, and Communications [see footnote, Page 2]

XI. Closed Session

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

B. CONFERENCE WITH REAL PROPERTY NEGOTIATORS, Pursuant to  
Government Code Section 54956.8, Southeast Site

Property: Parcel Numbers 481 020 01, 481 020 31, 481 020 47, 481 090 27, 481  
090 28, 481 120 03, 481 120 04, 481 050 03, 481 050 05, 481 050 06, 481 050 07,  
316 021 11, 316 021 10, 316 160 12, 316 160 36, 316 160 43, 316 160 61, 316 160  
59, 316 160 40, 316 021 19, 316 021 20, 316 021 21, 316 021 23, 316 021 54, 316  
021 55, 316 021 56, 316 021 57, 316 021 58, 316 160 20, 316 160 33, 316 160 46,  
316 160 62, 316 160 63, 316 160 65, 316 160 71, 316 160 72, 316 021 26, 316 021  
27, 316 021 28, 316 021 29, 316 021 30, 316 021 42, 316 021 43, 316 051 2, 316 051  
3, 316 051 4, 316 051 5, 316 051 6, 316 051 8, 316 051 9, 316 051 17, 316 051 18,  
316 051 19, 316 051 20, 316 051 21, 316 051 22, 316 051 7, 316 051 10, 316 051 11,  
316 051 9, 316 051 15, 316 051 12, 316 051 13, 316 051 14, 316 051 23, 316 051 24,  
316 051 26, 316 051 27, 316 051 28, 316 04 05, 316 04 46, 316 04 47, 316 04 48, 316  
04 58, 316 04 69, 316 04 72

Agency Negotiator: Douglas R. Brinkley, Vice Chancellor-Finance and  
Administration

Negotiating Parties: To be determined

Under Negotiation: To be determined

XII. Open Session (if any)

XIII. Adjournment

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The Board chairperson, under Board Policy 2350, 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.

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

CONSENT AGENDA  
BOARD OF TRUSTEES MEETING  
October 5, 2004

PERSONNEL

1. Employment and Retirement, Certificated Personnel [04-181]
2. Employment, Promotion, Change of Status, and Resignation,  
Classified Personnel [04-182]
3. Employment of Part-Time Faculty on Adjunct Faculty Salary Schedule,  
Fall 2004, Fresno City College, Reedley College, and North Centers [04-183]
4. Consideration to Approve New Full-Time Groundskeeper II Position and  
Part-Time General Utility Worker, Madera Center [04-184]
5. Consideration to Approve Revised Police Officer Duties and  
Responsibilities [04-185]
6. Consideration to Approve Revised Board Policies Regarding Conflict of  
Interest [04-186]

GENERAL

7. Consideration to Approve Study Abroad Program, Study French in Paris,  
Summer 2005 [04-187]
8. Consideration to Approve Study Abroad Program, The London Program,  
Summer 2005 [04-188]
9. Consideration to Approve Study Abroad Program, Study Spanish in Spain,  
Summer 2005 [04-189]
10. Consideration to Approve Out-of-State Travel, Theatre Arts Students,  
Fresno City College [04-190]
11. Consideration to Approve Out-of-State Travel, Model United Nations  
Club Students, Fresno City College [04-191]
12. Consideration to Adopt Revised Board Policy 3000 Series, General  
Information, and 4000 Series, Academic Affairs [04-192]

13. Review of District Warrants and Checks [04-193]
14. Consideration to Accept Construction Project, LAN/WAN IV Room Modifications, Fresno City College [04-194]
15. Consideration to Approve Voluntary Payroll Deduction [04-195]
16. Consideration to Authorize Agreement with the California Community Colleges Chancellor's Office for VTEA Statewide Advisory Committee for Agriculture and Natural Resources, Reedley College [04-196]
17. Consideration of Bids, Light Pole and Canopy Painting Project, Madera Center [04-197]
18. Consideration to Adopt Resolution Authorizing Inter-Fund Transfer [04-198]

MINUTES OF MEETING OF  
BOARD OF TRUSTEES  
STATE CENTER COMMUNITY COLLEGE DISTRICT  
September 7, 2004

Call to Order                    A regular meeting of the Board of Trustees of the State Center Community College District was called to order by President William Smith at 4:30 p.m., September 7, 2004, at the District Office Boardroom, 1525 E. Weldon Avenue, Fresno, CA.

Trustees Present                William Smith, President  
Isabel Barreras, Secretary  
H. Ronald Feaver  
Phillip J. Forhan  
Dorothy Smith (arrived at 4:34 p.m.)  
Leslie Thonesen  
Shreya Shah, Student Trustee, FCC  
Mayra Gonzalez, Student Trustee, RC

Trustees Absent                Patrick E. Patterson, Vice President

Also present were:

Tom Crow, Chancellor, SCCCCD  
Ned Doffoney, President, Fresno City College  
Barbara Hioco, President, Reedley College  
Terry Kershaw, Vice Chancellor-North Centers  
Doug Brinkley, Vice Chancellor-Finance and Administration,  
SCCCD  
Felix Aquino, Vice Chancellor-Educational Services & Planning  
Randy Rowe, Associate Vice Chancellor-Human Resources,  
SCCCD

Introduction of Guests        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  
Eileen O'Hare, General Counsel, SCCCCD  
Brian Speece, Associate Vice Chancellor-Business and  
Operations, SCCCCD  
Joan Edwards, Executive Director-Foundation, SCCCCD  
Ron Nishinaka, Academic Senate President and Staff, RC  
Maggie Taylor, Academic Senate President and Staff, FCC  
Zwi Reznik, AFT President and Staff, FCC  
Bill Carr, CSEA Representative and Staff, FCC  
Lisa Maciel, Classified Senate Representative and Staff, RC  
Michael Guerra, College Business Manager, FCC

Introduction of Guests  
(continued)

Gene Blackwelder, College Business Manager, RC  
Ernie Smith, Associate Dean of Students-Career & Resource  
Development, FCC  
Tony Cantu, Dean of Instruction, FCC  
Randy Vogt, Director of Purchasing, SCCCCD  
Ed Eng, Director of Accounting, SCCCCD  
Marvin Reyes, Chief of Police, SCCCCD  
Cris M. Bremer, Director of Marketing and Communications,  
FCC  
Patti Van Vleet, Instructor, FCC  
Candy Hansen, Coordinator, Center for International Trade  
Development  
Eve Taylor, FCC  
Marilyn Meyer, Associate Dean of Instruction-Business Division,  
FCC  
David Witte, The Rampage  
John Fitzer, Instructor, FCC  
Charles Francis, Director, The Training Institute  
Robert Fox, Dean of Students, FCC  
Jill Minar, Instructor, FCC  
Barbara Sausen, Instructor, FCC  
Rick Christl, Associate Dean of Instruction-Applied Technology  
Division, FCC  
Debbi Shapazian, Instructor, FCC  
Michael Roberts, Associate Dean of Instruction-Humanities  
Division, FCC  
Jim Steinberg, The Fresno Bee  
Tim Quinn, Retired Faculty, FCC  
Jim Ruston, Retired Faculty, FCC  
Pam Thomas, Instructor and International Education Coordinator,  
FCC  
Camilla Colby, Instructor, FCC  
Richard Caglia, Public  
Natasha Hagopian, RC

Approval of Minutes

The minutes of the Board meeting of August 3, 2004, were presented for approval. A motion was made by Ms. Barreras and seconded by Mr. Forhan to approve the minutes of the August 3, 2004, meeting as presented.

The motion carried by the following vote:

Ayes - 5  
Noes - 0  
Absent - 2

Delegations, Petitions,  
and Communications

Mr. Bill Carr, on behalf of the nearly five-hundred CSEA employees, expressed appreciation for the prompt approval of the bargaining agreement and payment of the salary increases. He especially thanked the Human Resources and Payroll Departments.

Swearing In of New  
Student Trustee

Dr. Crow administered the Oath of Allegiance to the new Reedley College Student Trustee, Mayra Gonzalez.

Chancellor's Report

Dr. Crow stated that he is very pleased that the opening of the new academic year went very smoothly on all of the campuses. The planning and organization that went into assisting students with the problems of a new semester were very evident. Preliminary enrollment figures indicate that the District is up approximately 4% over last Fall. He expressed his appreciation for the hard work that the faculty, classified professionals, students and administration put into the successful start of the new semester.

We were all saddened by the tragic death of the FCC student, Deondrae Mullin, last week. Our deepest sympathies go out to his family and friends. He thanked the District police, classified professionals, faculty, administration and students for their part in responding to the terrible accident. They displayed true professionalism in assisting with traffic, providing support with psychologists and counselors, working with Fresno Police Department in the investigation, and taking care of the media. By this time next year, the underpass project will be complete and, hopefully, we will not be faced with these situations in the future.

Dr. Crow noted that part of tonight's agenda includes approval of the District's budget for 2004-05. Overall, community colleges received a boost over last year's funding. He added that equalization funding was finally included in the allocation from the State. As a low wealth district, SCCCDC will definitely benefit from this new source of funding. Strong fiscal oversight by the Board, and prudent budget management by the campuses and District, have enabled State Center to weather the tough times with minimum cuts to programs and services.

Academic Senate  
Report

Ms. Maggie Taylor, Fresno City College Academic Senate President, expressed the Senate's sadness regarding the student killed in the train accident last week. She reported that Paula Demanett was elected to the position of president-elect for this academic year. The faculty has reported that the use of Web Advisor for dropping "no shows" and the new format for students to add classes have been very successful. In addition, there has

Academic Senate  
Report  
(continued)

been a good response to the call for faculty to work on the accreditation committees. Overall, the outlook is positive and the Senate looks forward to a productive year.

Classified Senate  
Report

Ms. Lisa Maciel, Reedley College Classified Senate President, shared her background with Reedley College and stated that she looks forward to the upcoming year. She reported that over sixty faculty and staff attended the Third Annual Spare the Air Potluck on July 15 in the Staff Dining Room. The event included the kick-off of the recipe contest for the second edition of the Classified Cookbook. To encourage fitness and relieve stress, the Senate is coordinating a Walk America project in which staff and faculty can keep track of the miles they walk, attempting to reach all seventy-seven national parks. Fall semester activities will include a series of Brown Bag Luncheons, the annual Shop 'Til You Drop trip to the Gilroy outlets, the Reedley/North Centers Staff Development Flex Day on November 11, and the Holiday Community Service project. Senators will also be planning the 2005 Classified Professionals Mega Conference that will be held on March 22. The first Senate meeting of the academic year is tomorrow at 1:30 p.m.

International Education  
Update

Dr. Felix Aquino, Ms. Candy Hansen and Ms. Pam Thomas provided an update on the District's international education programs.

Ms. Smith stated that she was impressed with the programs and it is good to hear about the creativity of the instructors and that more adults are involved and supporting the programs. She also expressed her concern about outsourcing of jobs.

Mr. Smith added that he is a strong supporter of international education and is very pleased with the direction and expansion the program is taking. It is a real tribute to the faculty and staff.

Consent Agenda  
Action

It was moved by Mr. Forhan and seconded by Ms. Smith that the Board of Trustees approve the consent agenda, as presented.

The motion carried by the following vote:

Ayes - 6  
Noes - 0  
Absent - 1



Employment,  
Retirement, and  
Professional  
Improvement Leave,  
Certificated Personnel  
[04-154]  
Action

approve the certificated personnel recommendations, Items A through D, as presented. (Lists A through D are herewith made a part of these minutes as Appendix I, 04-154).

Employment, Change  
of Status, Transfer, and  
Retirement, Classified  
Personnel  
[04-155]  
Action

approve classified personnel recommendations, Items A through G, as presented. (Lists A through G are herewith made a part of these minutes as Appendix II, 04-155).

Consideration of  
District Membership in  
Educational  
Organization  
[04-156]  
Action

approve membership in the Community College League of California (CCLC) for 2004-2005, in the amount of \$23,382.00.

Review of District  
Warrants and Checks  
[04-157]  
Action

review and sign the warrants register for the period July 27, 2004, to August 31, 2004, in the amount of \$14,465,550.94; and

review and sign the check registers for the Fresno City College and Reedley College Co-Curricular Accounts and the Fresno City College and Reedley College Bookstore Accounts for the period July 23, 2004, to August 27, 2004, in the amount of \$2,033,379.71.

Financial Analysis of  
Enterprise and Special  
Revenue Operations  
[04-158]  
No Action

Provided as information only.

Budget Transfers and  
Adjustments Report  
[04-159]  
No Action

Provided as information only.

Consideration of  
Investment Policy and  
Quarterly Performance  
Review  
[04-160]  
Action

approve the investment policy statement for 2004-05 and accept the Quarterly Performance Review, as provided by the County of Fresno, for the quarter ending June 30, 2004.

Consideration to  
Approve Voluntary  
Payroll Deductions,  
2004-05

[04-161]

Action

approve the list of voluntary payroll deductions for 2004-05, as presented.

Consideration to  
Appoint Director,  
Valley Insurance  
Program JPA

[04-162]

Action

appoint Douglas R. Brinkley to the Valley Insurance Program JPA Board of Directors for a two-year term commencing October 1, 2004.

Consideration to  
Approve Sale of  
Surplus Property

[04-163]

Action

authorize disposal of District surplus property by auction.

Consideration of Claim,  
Faud Hasan

[04-164]

Action

reject the claim submitted by Fuad Hasan and direct the Chancellor or Vice Chancellor-Finance and Administration to give written notice of said action to the claimant.

Consideration of Claim,  
Acacia Media

Technologies

Corporation

[04-165]

Action

reject the claim submitted by Acacia Media Technologies Corporation and direct the Chancellor or Vice Chancellor-Finance and Administration to give written notice of said action to the claimant.

Consideration to Adopt  
Resolution Authorizing  
Agreement with

California Department  
of Education to

Conduct a Thumbprints  
Seminar for Child

Nutrition Personnel,

Cal-Pro-NET Center,

Fresno City College

[04-166]

Action)

- a) adopt a resolution authorizing the District, on behalf of the Fresno City College Cal-Pro-NET Center, to enter into an agreement with the California Department of Education to conduct a Thumbprints Seminar for child nutrition personnel, with funding in the amount of \$21,000.00 for the period January 1, 2004, through September 30, 2004; and
- b) authorize the Chancellor or Vice Chancellor-Finance and Administration to sign the agreement on behalf of the District.

Consideration to Adopt Resolution Authorizing Agreement with California Department of Education for Child Nutrition Personnel Training, Cal-Pro-NET Center, Fresno City College  
[04-167]  
Action

- a) adopt a resolution authorizing the District, on behalf of the Fresno City College Cal-Pro-NET Center, to enter into an agreement with the California Department of Education in the amount of \$175,000.00 to provide child nutrition personnel training for the period January 1, 2004, through September 30, 2004; and
- b) authorize the Chancellor or Vice Chancellor-Finance and Administration to sign the agreement on behalf of the District.

Consideration to Approve Agreement with Clovis Community Development Agency for Construction of 2004-05 Project House  
[04-168]  
Action

- a) authorize an agreement with the Clovis Community Development Agency (CCDA) for the construction of the 2004-05 project house located at 387 North Phillip Avenue, Clovis, with property and materials in the approximate amount of \$88,000.00 fully funded by the CCDA; and
- b) authorize the Chancellor or Vice Chancellor-Finance and Administration to sign the agreement on behalf of the District.

Consideration of Bids, Custodial Supplies, Districtwide  
[04-169]  
Action

- a) award Bid #2005-01 to the lowest responsible bidders meeting bid specifications for the purchase of Custodial Supplies Districtwide, as follows:

| <u>Bidder</u>                 | <u>Award Amount</u> |
|-------------------------------|---------------------|
| EnviroClean Sanitation Supply | \$41,031.70         |
| Merit Supply                  | \$18,550.14         |
| Central Supply Company, Inc.  | \$16,206.63         |
| San Joaquin Supply            | \$ 502.85           |

- b) authorize purchase orders to be issued against this bid.

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

Disclosure of Collective Bargaining Agreement, State Center Federation of Teachers Full-Time Bargaining Unit, and Public Hearing  
[04-170]  
No Action

Mr. Rowe stated that the terms of the tentative agreement are:

**ARTICLE I  
TERM OF AGREEMENT**

Article I TERM OF AGREEMENT shall remain unchanged except for the following amendment:

This Agreement between the State Center Community College District (hereinafter referred to as "District") and the State Center Federation of Teachers, Local 1533, CFT/AFT, AFL-CIO (hereinafter referred to as the

Disclosure of  
Collective Bargaining  
Agreement, State  
Center Federation of  
Teachers Full-Time  
Bargaining Unit, and  
Public Hearing  
[04-170]  
No Action  
(continued)

“Federation”) is effective upon ratification, and shall remain in full force and effect through June 30, 2006.

**ARTICLE V**  
**WAIVER OF BARGAINING**

Section 2. BEGINNING NEGOTIATIONS:

This is a closed contract and neither party will be required to negotiate on any item during the term of this contract unless both parties mutually agree to negotiate. Any AFT initial proposal for a successor contract shall be given to the District between January 1, 2006 and June 30, 2006.

**ARTICLE XII**  
**HOURS, WORKLOAD, CLASS SIZE**

Section 4. WORK WEEK:

All unit members, **including special assignment faculty (Article XIII Section 5)**, are required to perform contractual services forty (40) hours per week.

Section 6. CALENDAR:

Faculty members may request to schedule a “flex day” at a time other than the date at the beginning spring semester for a specific educationally related activity which is beneficial to the education of students providing such alternate schedule is management approved and within the normal travel and conference budget expenses. Faculty scheduling alternate flex days activities are responsible for the reporting requirements required in regulation.

**Section 12. REASSIGNED TIME FOR FACULTY SENATE**

- A. The District agrees to provide the Faculty Senates at Fresno City College and Reedley College reassigned time of the equivalent of **1.5 FTE** each for the conduct of faculty senate activities as follows: (1) perform Faculty Senate duties and responsibilities, (2) direct, coordinate or participate in Faculty Senate sub-committees or on-campus or District committees to which the Senate has member appointment rights or programs. Such release time shall be agreed to and scheduled prior to the beginning of each semester.

Disclosure of  
Collective Bargaining  
Agreement, State  
Center Federation of  
Teachers Full-Time  
Bargaining Unit, and  
Public Hearing  
[04-170]  
No Action  
(continued)

**Section 13. DISTANCE EDUCATION:**

- A. **Definition: Distance Education is a method of instruction where the instructor and student are physically separate for most, if not all, of the instruction. Interaction is mediated by some form of technology, – e.g. audio, video, and computer – that allows for students and the instructor to engage in the educational process.**
- B. **Teaching Load Factor: A unit member teaching distance education course (as designated by the College District) shall receive LHE credit on the ratio of four (4) LHE per three (3) units taught. LGI factors shall apply to distance education courses in the same manner as for traditional courses. Unit members teaching distance education courses must teach at least 40% of their load on campus per semester. The District may allow a unit member to teach less than 40% of their load on campus per semester, providing there is mutual agreement between the immediate supervisor and unit member.**
- D. **Office Hours: Office hours held by unit members teaching a distance education course shall be consistent with the provisions of Article XII, Section 5. OFFICE HOURS.**

**ARTICLE XIII  
FACULTY CONDITIONS**

**Section 1. EVALUATION OF FACULTY:**

**TENURE REVIEW/EVALUATION OF CONTRACT  
EMPLOYEES**

**B. PROCEDURES**

2. **At the request of the evaluatee and based on sufficient cause, the committee may be augmented by one member beginning in the second semester of the first year provided there is approval of the District and the Federation. The District and Federation shall receive input from both the evaluatee and the committee. Except for persons who are in a need to know position, the evaluation process shall be confidential to the extent provided by law. An**

Disclosure of  
Collective Bargaining  
Agreement, State  
Center Federation of  
Teachers Full-Time  
Bargaining Unit, and  
Public Hearing  
[04-170]  
No Action  
(continued)

**evaluation committee member may be removed from the committee by the District for a breach of confidentiality or a material breach of the contractual obligations of a committee member. A committee member who is removed shall be replaced in the same manner as committee members are selected.**

F. EVALUATION TIMELINE FOR FIRST OR SECOND CONTRACT EMPLOYEES

1. The following time line is repeated each year in the Fall for contract employees.
  - a. WEEKS 1 - 5 (Typically weeks 1-3 for 9 week courses)
  - b. WEEKS 6 - 13 (Typically weeks 3-7 for 9 week courses)
  - c. WEEKS 14 - 16 (Typically week 8 for 9 week courses)
  - d. WEEKS 17 - 18 (Typically weeks 7-9 for 9 week courses)

G. TIMELINE FOR THIRD CONTRACT EMPLOYEES

1. YEAR 3
  - a. WEEKS 1 - 5 (Typically weeks 1-3 for 9 week courses)
  - b. WEEKS 6 - 13 (Typically weeks 3-7 for 9 week courses)
  - c. WEEKS 14 - 20 (Typically weeks 7-10 for 9 week courses)
  - d. WEEKS 20 - 35 (Typically weeks 10-18 for 9 week courses)
2. YEAR 4
  - a. WEEKS 1 - 5 (Typically weeks 1-3 for 9 week courses)

Disclosure of  
Collective Bargaining  
Agreement, State  
Center Federation of  
Teachers Full-Time  
Bargaining Unit, and  
Public Hearing  
[04-170]  
No Action  
(continued)

- b. WEEK 6 - 13 (Typically weeks 3-7 for 9 week courses)
- c. WEEK 14 - 15 (Typically weeks 7-8 for 9 week courses)
- d. WEEK 16 - 17 (Typically weeks 8-9 for 9 week courses)

Section 2. EVALUATION OF TENURED FACULTY:

B. Evaluation Team:

- 1. The evaluation team shall consist of a peer reviewer and the immediate supervisor. The peer reviewer shall be selected by the immediate supervisor from a list of **three** names provided and in order of preference by the unit member being evaluated from the unit member's department or division (with prior approval from the immediate supervisor, the unit member may offer one or more names for peer review selection from a different department, division, and/or campus).

Section 8. TRANSFER AND REASSIGNMENT:

**A voluntary transfer is initiated by the unit member.**

**Any regular or contract unit member may request a transfer from one (1) college to another where his/her training, experience, skills, degrees and/or credentials coincide with the requirements of a vacant position. Applications for transfer will be considered for vacancies before other outside applicants. The District will post vacancies at District sites as well as on the District website and intranet.**

**A unit member may transfer within the District to a vacant faculty position for which he or she is qualified once all of the following conditions occur and are completely satisfied: (a) The request is preliminarily approved by both the department and the immediate supervisor for the department in which the position is available, and is forwarded for approval to the office of the relevant College President/Vice Chancellor North Centers, (b) a suitable replacement for the position being vacated by the applicant is found. Any such transfer shall be considered permanent only upon the completion of each and every condition precedent stated above.**

Disclosure of  
Collective Bargaining  
Agreement, State  
Center Federation of  
Teachers Full-Time  
Bargaining Unit, and  
Public Hearing  
[04-170]  
No Action  
(continued)

**The District reserves the right to open to outside applicants any subsequent full-time position resulting from the transfer.**

**ARTICLE XIV-A  
LEAVES WITH PAY**

Section 1. SICK LEAVE PROVISIONS:

A. Sick Leave:

- (10) **A member absent for more than five (5) duty days shall notify their immediate supervisor of his/her approximate return date.**

**ARTICLE XV  
INSURANCE PROGRAMS**

Section 1. HEALTH INSURANCE:

C. District Contribution

**Effective upon ratification/approval, the District contribution toward the health insurance plans shall not exceed \$652.00 per month per employee.**

**The 2004-05 District contribution shall be an amount not-to-exceed a maximum monthly contribution of \$717.20 per month per employee.**

**The 2005-06 District contribution shall be an amount not-to-exceed a maximum monthly contribution of \$803.26 per month per employee.**

Section 8. IRC Section 125 Plan

**An IRC section 125 Plan shall be implemented in accordance with Governmental rules and regulations for full-time faculty for premium conversion, medical reimbursement and dependent care made available by the College District. The Federation agrees to defend, indemnify and hold harmless the District, its officers, agents, and employees from any claims, demands, damages, or other liability, including costs and attorneys fees, arising out of this section or the administration or implementation thereof. Upon valid service of a summons and complaint or of a claim under the Government Tort Claims Act, the District agrees to notify the Federation thereof and to cooperate as reasonably necessary for the defense or settlement of such action.**



Disclosure of  
Collective Bargaining  
Agreement, State  
Center Federation of  
Teachers Full-Time  
Bargaining Unit, and  
Public Hearing  
[04-170]  
No Action  
(continued)

**ARTICLE XVII  
COMPENSATION**

Section 1. SALARY

**2003-2004 Salary**

**The salary schedule which was in effect during the 2002-2003 school year shall remain in effect for the 2003-2004 school year. The District shall provide to each bargaining unit member who was in paid work status on May 21, 2004, a one-time non-repetitive (off schedule) stipend in the amount of \$206.00.**

**2004-05 Salary**

**Effective July 1, 2004, the District shall provide for the 2004-2005 school year an increase equivalent to the Statutory Cost-of-Living Adjustment to each cell of the salary schedule in effect during the 2003-04 school year for unit members. In addition, as the District has met or exceeded the funded growth targets in credit and non-credit instruction for the 2003-2004 year according to the Second Principal Apportionment Report (P2) the District will increase each cell of the 2004-2005 salary schedule by an additional 1%.**

**2005-2006 Salary**

**Effective July 1, 2005, the District shall provide for the 2005-2006 school year an increase equivalent to the Statutory Cost-of-Living Adjustment to each cell of the salary schedule in effect during the 2004-05 school year for unit members. In addition, if the District exceeds the Second Principal Apportionment Report (P2) for the previous year's actual credit FTES by 3% (for a total of 24,793, an increase of 722 over the previous year) the District will increase each cell of the 2004-2005 salary schedule by an additional 1% effective July 1, 2005. If the actual credit FTES growth is less than 3%, the 1% increase will only be paid in the same ratio the actual growth bears to 3%.**

**Part-Time (Adjunct) Teaching Credit for Initial Placement on the Salary Schedule**

**Effective July 1, 2004, initial placement on the salary schedule shall include part-time (adjunct) teaching credit at any post secondary institutions which are accredited by the**

Disclosure of  
Collective Bargaining  
Agreement, State  
Center Federation of  
Teachers Full-Time  
Bargaining Unit, and  
Public Hearing  
[04-170]  
No Action  
(continued)

**appropriate regional accreditation agency at the time the teaching experience occurs, and must be verified by official documentation.**

**For each accumulated amount of thirty (30) lecture hour equivalents (LHE) one (1) year of placement shall be credited on the initial placement of the salary schedule up to a maximum of four (4) years. In no event shall placement exceed step 6 when part-time teaching experience is combined with full-time teaching experience. Example: A part-time faculty member who has taught 3.3 semesters at 9 LHE would be initially placed at Step 2.**

## **ARTICLE XVIII RETIREMENT AND RETIREES**

### Section 5. EARLY RETIREMENT INCENTIVE

In lieu of the above decreasing incentive, a special one-time only incentive bonus of \$14,000.00 will be granted to any certificated bargaining unit member age 56 or older who chooses to retire at the end of the Fall term **2004** but no later than January 2, **2005**, or who chooses to retire at the end of Spring term **2005** but no later than June 30, **2005**. Faculty members in addition to paragraphs A, B and C above, must also have 15 years with the District to be eligible for this incentive. Faculty members planning to retire during **2004-05** must submit their letter of intent to the District no later than **October 8, 2004** for retirement at the end of Fall 2004 semester **2004-05**, and **November 15, 2004** for retirement at the end of Spring semester, **2005**.

- E. This Early Retirement Incentive Program for full-time certificated bargaining unit members shall be in effect for the term of this contract only, and shall expire at the end of the academic year on **June 30, 2005** and shall thereafter not be considered a status quo by the parties.

## **ARTICLE XIX INTELLECTUAL PROPERTY RIGHTS**

### **1.0 Purpose**

**The District and the Federation have a mutual interest in establishing an environment that fosters and encourages the creativity of individual unit members. In accordance with that mutual goal, the purpose of this Article is to identify the owners of the copyrights to certain works that may be created by unit members.**

Disclosure of  
Collective Bargaining  
Agreement, State  
Center Federation of  
Teachers Full-Time  
Bargaining Unit, and  
Public Hearing  
[04-170]  
No Action  
(continued)

**2.0 Definitions**

- 2.1 “Works” means any material that is eligible for copyright protection under the laws of the United States including but not limited to books, articles, dramatic and musical compositions, poetry, instructional materials (e.g. syllabi, lectures, student exercises, multimedia programs, and tests), fictional and non-fictional narratives, analyses (e.g. scientific, logical, opinion, or criticism), works of art and design, photographs, films, video and audio recordings, computer software, architectural and engineering drawings, and choreographic works and pictorial or graphic works fixed in any tangible medium or expression.**
- 2.2 “Copyright Rights” shall include all rights recognized under Section 106 of the Copyright Act of 1976, as amended.**
- 2.3 “Work for Hire” shall have the same meaning as provided under Section 101 of the Copyright Act of 1976 as amended:**
- a. A District supported work prepared within the scope of employment.**  
  
**“District Supported Work” shall mean a work produced that is the result of the unit member having received appreciable amounts of additional District support beyond that normally provided by the District in the performance of the member’s assignment. District supported work does not include works made in the course of the unit member’s independent efforts.**
  - b. A work specifically ordered or commissioned if the parties expressly agree in a written instrument signed by them that the work shall be considered a work for hire.**
- 2.4 “Independent Efforts” shall mean that the ideas for the work came from the unit member; the work was not made with appreciable amounts**

Disclosure of  
Collective Bargaining  
Agreement, State  
Center Federation of  
Teachers Full-Time  
Bargaining Unit, and  
Public Hearing  
[04-170]  
No Action  
(continued)

**of additional district support beyond that normally provided by the district in the performance of the unit member's assignment; and the district is not responsible for the opinions expressed in the work by the author.**

- 2.5 "License" means permission to use a work. An exclusive license gives the copyright owner sole permission to claim the work. A "non-exclusive license" is one that gives permission to use a work while that same work may also be used by the party who gave the permission and by others to whom permission is also given.**

### **3.0 Copyright**

#### **3.1 Rights**

##### **Copyright rights of the unit members**

**The copyrights to works created by a unit member as independent efforts (as defined in section 2.4) shall be owned by him/her, even if those works are created in connection with courses they teach or other duties they perform as unit members while they are employed by the District and in connection with their employment.**

##### **Copyright rights of the District**

**The District will own the copyright to any work created as a "work for hire" in accordance with the contractual definition. Any subsequent work created by the unit member as an independent effort that is related to the work for hire shall be the property of the unit member.**

**The unit member who created the "work for hire" shall have an option to acquire the work's copyright by paying the District an amount of money agreed upon by the District and the unit member.**

Disclosure of  
Collective Bargaining  
Agreement, State  
Center Federation of  
Teachers Full-Time  
Bargaining Unit, and  
Public Hearing  
[04-170]  
No Action  
(continued)

**3.2 Non-exclusive license**

**Unit members in the performance of their normally assigned duties shall have a non-exclusive license to use works they created whose copyrights are owned by the District in the following ways: (1) to reproduce such works; (2) to distribute such works (for example, to students in classes); (3) to perform such works (for example, in classroom teaching, by web casting, or by broadcasting); (4) to display such works (for example, over the web); and (5) to create derivative works (for example, companion materials or updated versions). Unit members may do these things themselves, but may not authorize them to be done by others unless they first obtain the written consent of the District.**

**3.3 Exclusive License**

**Unit members shall have exclusive license to works owned by them but may through their written permission provide a non-exclusive license to the District or to other unit members to use the work in a manner prescribed in the written permission by the unit members who own the works.**

**If the work is considered a “Work for Hire,” the copyright shall be owned by the District and may be assigned or licensed by the District without the consent or permission of the unit member.**

**3.4 The District and the unit member may enter into any other arrangement regarding the exercise of copyright in such works as may be agreeable to both parties, including licensing, releasing or assignment back to the employee the full copyrights in said works. Such agreements shall be in writing. (See Appendix for sample “Agreement to Purchase District Copyright.”)**

Disclosure of  
Collective Bargaining  
Agreement, State  
Center Federation of  
Teachers Full-Time  
Bargaining Unit, and  
Public Hearing  
[04-170]  
No Action  
(continued)

**4.0 Rights of Departing Unit Members**

**If a departing instructor owns the copyright of a program that the District desires to continue, the District shall pay the departing instructor the market value price for obtaining the non-exclusive right of usage for the program or an otherwise mutually agreed upon price.**

**5.0 Recording of Course Sessions**

**By mutual agreement of the instructor and College President or designee, district education course sessions may be video taped.**

Mr. Rowe stated that at this time it is appropriate to open the meeting for input from the public relative to the settlement. Following the opportunity for public input, no action is necessary as the proposal will be considered in closed session. Also included is the disclosure of the collective bargaining agreement as required by law. The cost for the 2003-04 stipends is \$96,000.00. The estimated cost for benefits for 2004-05 is \$365,000.00 and 2005-06 is \$481,000.00. The estimated cost for salary for 2004-05 is \$1,221,000 and for 2005-06 is \$1,242,000.00.

Public Hearing

Mr. Smith opened the public hearing at 5:17 p.m. There being no comment from the public, the hearing was closed at 5:18 p.m.

Disclosure of  
Collective Bargaining  
Agreement, State  
Center Federation of  
Teachers Part-Time  
Faculty Bargaining  
Unit, and Public  
Hearing  
[04-171]  
No Action

Mr. Rowe stated that the Terms of the tentative agreement are:

**ARTICLE V**  
**WAIVER OF BARGAINING**

Section 3. Reopener Negotiations

**There shall be no reopener negotiations for the 2004-2005 school year.**

**ARTICLE XV**  
**COMPENSATION**

**2003-2004 Salary:**

**The salary schedule which was in effect during the 2002-2003 school year shall remain in effect during the 2003-2004 school year and compensation is herewith paid to eligible part-time/overload faculty for Fall semester 2003-2004 and Spring semester 2003-2004 in accordance with a memorandum of**

Disclosure of  
 Collective Bargaining  
 Agreement, State  
 Center Federation of  
 Teachers Part-Time  
 Bargaining Unit, and  
 Public Hearing  
 [04-171]  
No Action  
 (continued)

**understanding entered into and executed February 18, 2004. The MOU provides one-time, non-repetitive, off-schedule monies to the bargaining unit in the approximate amount of \$1,105,044.00 in an effort to make part-time faculty compensation more comparable to full-time faculty compensation for similar work.**

**2004-2005 Salary:**

**Step 4 shall be added to the lecture and lab Schedule “C” salary schedule effective the beginning of Fall semester 2004 as follows:**

|            | <u>Class I</u> | <u>Class II</u> | <u>Class III</u> | <u>Class IV</u> | <u>Class V</u> |
|------------|----------------|-----------------|------------------|-----------------|----------------|
| LEC Step 4 | 34.69          | 38.74           | 40.77            | 42.77           | 44.90          |
| LAB Step 4 | 29.47          | 32.92           | 34.69            | 36.36           | 38.19          |

**2004-05 Salary**

**Effective August 12, 2004, the District shall provide for the 2004-2005 school year an increase equivalent to the Statutory Cost-of-Living Adjustment to each cell of the salary schedule in effect during the 2003-04 school year for unit members. In addition, as the District has met or exceeded the funded growth targets in credit and non-credit instruction for the 2003-2004 year according to the Second Principal Apportionment Report (P2) the District will increase each cell of the 2004-2005 salary schedule by an additional 1%.**

**“Parity” Stipend**

**If the District receives additional “parity” monies for the 2004-2005 school year pursuant to the 2005 Budget Act appropriation stated specifically by the state legislature to make part-time faculty compensation more comparable to full-time faculty compensation for similar work the distribution of District revenue pursuant to the 2005 Budget Act shall be made to part-time/overload faculty on a one-time non-repetitive (off schedule) basis for the 2004-2005 school year. The distribution shall be based upon the number of part-time/overload Lecture Hour Equivalents (LHE’s) in Fall semester 2004 and Spring semester 2005 in a manner consistent with the Memorandum of Understanding entered into by the parties regarding this subject for the 2003-2004 school year. Under no circumstances shall the District be required to provide more money to part-time and overload faculty in excess of the District’s allocation actually received.**

Disclosure of  
Collective Bargaining  
Agreement, State  
Center Federation of  
Teachers Part-Time  
Bargaining Unit, and  
Public Hearing  
[04-171]  
No Action  
(continued)

Mr. Rowe stated that at this time it is appropriate to open the meeting for input from the public relative to the settlement. Following the opportunity for public input, no action is necessary as the proposal will be considered in closed session. Also included is the disclosure of the collective bargaining agreement as required by law. The estimated cost for the 3.41% salary increase and the addition of a lecture and lab fourth step to Schedule C for 2004-05 is \$551,000.00 to be paid from general funds. The estimated cost for the parity pay stipends is \$1,105,000.00 to be paid from one-time funds from the state.

Public Hearing

Mr. Smith opened the public hearing at 5:21 p.m. There being no comment from the public, the hearing was closed at 5:22 p.m.

Public Hearing and  
Final Adoption of  
2004-05 Budget  
[04-172]

Mr. Brinkley provided a PowerPoint presentation on the proposed 2004-05 Final Budget.

Mr. Forhan questioned that with the reduction in PFE funds, are certain performance standards still required or have they been discontinued. Dr. Crow advised that the District will continue with its current practice of PFE requirements until told differently by the State.

Mr. Thonesen asked if there had been a reduction in workers' compensation premiums.

Mr. Forhan inquired if there were funds set aside for retiree health care and if a line item is anticipated for next year's budget.

Mr. Smith expressed his concern regarding LAN/WAN projects and the need for the District to become wireless. Mr. Brinkley stated that he will ask Ms. Vikki Piper, Information Systems Manager, to provide a report on this issue.

Public Hearing

Mr. Smith opened the public hearing at 5:43 p.m. There being no comment from the public, the hearing was closed at 5:44 p.m.

Action

A motion was made by Ms. Barreras and seconded by Ms. Shah that the Board of Trustees adopt the 2004-05 General Fund Budget, Capital Outlay Projects Fund Budget, and the Other Funds and Accounts Budget, as presented.

The motion carried by the following vote:

|        |   |   |
|--------|---|---|
| Ayes   | - | 6 |
| Noes   | - | 0 |
| Absent | - | 1 |



Consideration of Bids,  
Furnish and Install  
Standby Generator,  
LAN/WAN Phase IV-  
B, District Office  
[04-173]  
Action

A motion was made by Mr. Forhan and seconded by Mr. Thonesen that the Board of Trustees award Bid #0405-06 in the amount of \$95,700.00 to the Electric Motor Shop, the lowest responsible bidder, to furnish and Install Standby Generator, LAN/WAN Phase IV-B, District Office, and authorize the Chancellor or Vice Chancellor-Finance and Administration to sign an agreement on behalf of the District.

The motion carried by the following vote:

|        |   |   |
|--------|---|---|
| Ayes   | - | 6 |
| Noes   | - | 0 |
| Absent | - | 1 |

Consideration of Bids,  
Roofing Project,  
Various Buildings,  
Fresno City College  
[04-174]  
Action

A motion was made by Ms. Smith and seconded by Mr. Forhan that the Board of Trustees award Bid #0405-05 in the amount of \$190,450.00 to Graham Prewett, Inc., the lowest responsible bidder for the Roofing Project, Various Buildings, at Fresno City College, and authorize the Chancellor or Vice Chancellor-Finance and Administration to sign an agreement on behalf of the District.

The motion carried by the following vote:

|        |   |   |
|--------|---|---|
| Ayes   | - | 6 |
| Noes   | - | 0 |
| Absent | - | 1 |

Acknowledgment of  
Quarterly Financial  
Status Report  
[04-175]  
Action

A motion was made by Ms. Shah and seconded by Ms. Smith that the Board of Trustees acknowledge the Quarterly Financial Status Report (CCFS-311Q) as presented.

The motion carried by the following vote:

|        |   |   |
|--------|---|---|
| Ayes   | - | 6 |
| Noes   | - | 0 |
| Absent | - | 1 |

Consideration to  
Authorize Replacement  
of Student Trustee,  
Citizens' Bond  
Oversight Committee  
[04-176]  
Action

A motion was made by Ms. Smith and seconded by Mr. Feaver that the Board of Trustees authorize Shreya Shah to replace George Kutnerian as the student representative on the Citizens' Bond Oversight Committee effective September 7, 2004, through June 30, 2006.

The motion carried by the following vote:

|        |   |   |
|--------|---|---|
| Ayes   | - | 6 |
| Noes   | - | 0 |
| Absent | - | 1 |

Consideration to Adopt  
an Internal Revenue  
Code (IRC) Section 125  
Flexible Fringe  
Benefits Plan for State  
Center Community  
College District/SCFT  
[04-177]  
Action

A motion was made by Mr. Forhan and seconded by Mr. Feaver that the Board of Trustees adopt an Internal Revenue Code (IRC) Section 125 Flexible Fringe Benefits Plan for State Center Community College District for the employee group commonly known as SCFT to become effective October 1, 2004.

The motion carried by the following vote:

|        |   |   |
|--------|---|---|
| Ayes   | - | 6 |
| Noes   | - | 0 |
| Absent | - | 1 |

Consideration to  
Approve Resolution  
Authorizing State  
Center Community  
College District to  
Implement an IRC  
Section 125 Plan for  
SCFT and American  
Fidelity Assurance  
Company to Act as  
Plan Administrator  
[04-178]  
Action

A motion was made by Mr. Forhan and seconded by Mr. Feaver that the Board of Trustees approve a Resolution:

- a) authorizing State Center Community College District to implement the Internal Revenue Code (IRC) Section 125 Fringe Benefits Plan; and
- b) authorizing American Fidelity Assurance Company to act as the Plan Administrator and record keeper for SCFT.

The motion carried by the following vote:

|        |   |   |
|--------|---|---|
| Ayes   | - | 6 |
| Noes   | - | 0 |
| Absent | - | 1 |

Consideration to Select  
Project Architect,  
Southeast Site  
[04-179]

Mr. Forhan stated that at one time he represented the Board on this committee. He respects the process; however, he suggests that the District does not duplicate spaceships floating in cement. He would like to see a more traditional environment, as the students are working students, are there to get an education, and are not interested in building design.

Mr. Smith noted that the Chancellor had talked with him on this matter and the Chancellor is in agreement.

Action

A motion was made by Ms. Barreras and seconded by Mr. Thonesen that the Board of Trustees authorize an agreement with Phillips Metsch Sweeney Moore Architects as the Project Architect for the Southeast Center and authorize the Chancellor or Vice Chancellor-Finance and Administration to sign an agreement on behalf of the District.

The motion carried by the following vote:

|        |   |   |
|--------|---|---|
| Ayes   | - | 6 |
| Noes   | - | 0 |
| Absent | - | 1 |

Board Reports

Ms. Mayra Gonzalez, Reedley College Student Trustee, stated that she is excited to be the new student trustee. She reported on the various back to school activities, the sale of ASB cards, and preparations being made for Homecoming.

Ms. Shreya Shah, Fresno City College Student Trustee, reported on the wreath ceremony held last Friday for the student killed in the train accident, Welcome Week activities, Vendor Faire, and the Scholarship Reception. September activities include Hispanic Heritage Day, RamBurger Roundup, College Night, Mexican Independence Day, and the FCC versus San Francisco football game on September 18.

Mr. Forhan noted that earlier this afternoon he received from Dr. Carolyn Drake a report from the California Board of Registered Nursing. The report noted the prerequisites to become a RN and that SCCCD had more students take the test (161 students) than any other college in the state, and 86.34% of the students passed. This is compared to CSU Fresno with 94 students taking the test and a passing rate of 82.98%. Mr. Forhan expressed his appreciation to Dr. Drake and the job she is doing with the nursing program.

Ms. Barreras reported that she attended an Association of Community College Trustees (ACCT) workshop during the summer regarding the Environmental Scanning Initiative Survey. The national survey will be released in October and the District will be part of the survey. The survey referred to sensitivity of global affairs.

Old Business

Ms. Smith questioned why the Presidents were no longer giving oral reports at the board meetings, as there is information that should be shared with those in attendance.

Future Agenda Items

Mr. Smith stated he would like to see an IRC 529 Plan for deferment of education expenses implemented.

Delegations, Petitions,  
and Communications

There were no delegations, petitions, and communications.

Closed Session

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

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

CONFERENCE WITH LABOR NEGOTIATOR [SCFT Full-  
Time and Part-Time Faculty Bargaining Units], Randy Rowe,  
Pursuant to Government Code Section 54957.6

Closed Session  
(continued)

CONFERENCE WITH LABOR NEGOTIATOR [Unrepresented Employees: Management/Confidential]; Tom Crow, Pursuant to Government Code Section 54957.6

PUBLIC EMPLOYEE APPOINTMENT/EMPLOYMENT,  
Pursuant to Government Code Section 54957  
Title: Interim Associate Dean of Instruction – Learning  
Resources Center, Fresno City College

CONFERENCE WITH REAL PROPERTY NEGOTIATORS,  
Pursuant to Government Code Section 54956.8, Southeast Site  
Property: Parcel Numbers 481 020 01, 481 020 31, 481 020 47,  
481 090 27, 481 090 28, 481 120 03, 481 120 04, 481 050 03, 481  
050 05, 481 050 06, 481 050 07, 316 021 11, 316 021 10, 316 160  
12, 316 160 36, 316 160 43, 316 160 61, 316 160 59, 316 160 40,  
316 021 19, 316 021 20, 316 021 21, 316 021 23, 316 021 54, 316  
021 55, 316 021 56, 316 021 57, 316 021 58, 316 160 20, 316 160  
33, 316 160 46, 316 160 62, 316 160 63, 316 160 65, 316 160 71,  
316 160 72, 316 021 26, 316 021 27, 316 021 28, 316 021 29, 316  
021 30, 316 021 42, 316 021 43, 316 051 2, 316 051 3, 316 051 4,  
316 051 5, 316 051 6, 316 051 8, 316 051 9, 316 051 17, 316 051  
18, 316 051 19, 316 051 20, 316 051 21, 316 051 22, 316 051 7,  
316 051 10, 316 051 11, 316 051 9, 316 051 15, 316 051 12, 316  
051 13, 316 051 14, 316 051 23, 316 051 24, 316 051 26, 316 051  
27, 316 051 28, 316 04 05, 316 04 46, 316 04 47, 316 04 48, 316  
04 58, 316 04 69, 316 04 72

Agency Negotiator: Douglas R. Brinkley, Vice Chancellor-  
Finance and Administration

Negotiating Parties: To be determined

Under Negotiation: To be determined

Mr. Smith declared a recess at 6:04 p.m.

Open Session

The Board moved into open session at 6:46 p.m.

Report of Closed  
Session

Mr. Smith reported that the Board, in closed session:

- Gave direction to its chief labor negotiator regarding full-time and part-time faculty negotiations
- Gave direction to its chief labor negotiator for unrepresented employees – management and confidential
- Discussed the appointment of the Interim Associate Dean, Learning Resources Center, Fresno City College. No action was taken in closed session.
- Gave direction to its real property negotiator regarding the southeast site.

Consideration to  
Appoint Interim  
Associate Dean of  
Instruction – Learning  
Resources Center,  
Fresno City College  
[04-180]  
Action

A motion was made by Ms. Smith and seconded by Ms. Barreras that the Board of Trustees appoint Deborah Ikeda as Interim Associate Dean of Instruction – Learning Resources Center, Fresno City College, effective September 8, 2004, with a monthly salary of \$9,640.17.

The motion carried by the following vote:

Ayes - 6  
Noes - 0  
Absent - 1

Ratification of  
Collective Bargaining  
Agreement, State  
Center Federation of  
Teachers Full-Time  
Bargaining Unit  
Action

A motion was made by Ms. Barreras and seconded by Mr. Thonesen that the Board of Trustees ratify the Collective Bargaining Agreement with the State Center Federation of Teachers Full-Time Bargaining Unit on the terms presented in the proposal earlier this evening. The term of the agreement is for three years, July 1, 2003, through June 30, 2006.

The motion carried by the following vote:

Ayes - 6  
Noes - 0  
Absent - 1

Ratification of  
Collective Bargaining  
Agreement Reopeners,  
State Center Federation  
of Teachers Part-Time  
Faculty Bargaining  
Unit  
Action

A motion was made by Ms. Barreras and seconded by Mr. Thonesen that the Board of Trustees ratify the Collective Bargaining Agreement Reopeners with the State Center Federation of Teachers Part-Time Faculty Bargaining Unit on the terms presented in the proposal earlier this evening. The term of the agreement is for two years, July 1, 2003, through June 30, 2005.

The motion carried by the following vote:

Ayes - 6  
Noes - 0  
Absent - 1

Consideration of Salary  
Adjustment for  
Unrepresented  
Employees,  
Management and  
Confidential  
Action

A motion was made by Ms. Smith and seconded by Mr. Feaver that the Board of Trustees adjust the salary for unrepresented employees – management and confidential, to the same percentage (3.41%) received by the California School Employees Association and the State Center Federation of Teachers Full-Time and Part-Time Bargaining Units, effective July 1, 2004, through June 30, 2005.

Consideration of Salary  
Adjustment for  
Unrepresented  
Employees,  
Management and  
Confidential  
Action  
(continued)

The motion carried by the following vote:

|        |   |   |
|--------|---|---|
| Ayes   | - | 6 |
| Noes   | - | 0 |
| Absent | - | 1 |

Adjournment

The meeting was adjourned at 6:49 p.m. by the unanimous consent of the Board.

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Isabel Barreras, 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: October 5, 2004

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SUBJECT: Employment and Resignation,  
Certificated Personnel

ITEM NO. 04-181

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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 and B, as presented.

CERTIFICATED PERSONNEL RECOMMENDATIONS

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

| <u>Name</u>       | <u>Campus</u> | <u>Effective Date</u> | <u>Position</u>                          |
|-------------------|---------------|-----------------------|--|
| Baker,<br>William | DO            | February 28, 2004     | Director, Grants and<br>External Funding |
| Rawate,<br>Prabhu | FCC           | May 21, 2005          | Chemistry Instructor                     |

- B. Recommendation to employ the following persons as Training Institute Trainers:

| <u>Name</u>           | <u>Location</u> | <u>Classification</u> | <u>Hourly Rate</u> | <u>Date</u>       |
|-----------------------|-----------------|-----------------------|--------------------|-------------------|
| Archer,<br>Timothy O. | FCC             | Trainer I             | \$ 27.94           | August 26, 2004   |
| Berg,<br>Phillip      | FCC             | Trainer I             | \$ 27.94           | August 25, 2004   |
| Granat,<br>Michael    | FCC             | Trainer VI            | \$ 53.75           | November 1, 2004  |
| Ratzel,<br>Derek      | FCC             | Trainer I             | \$ 27.94           | September 9, 2004 |



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

PRESENTED TO BOARD OF TRUSTEES

DATE: October 5, 2004

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

ITEM NO. 04-182

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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 G, as presented.

## CLASSIFIED PERSONNEL RECOMMENDATIONS

A. Recommendation to employ the following persons as probationary:

| Name  | Location | Classification                               | Range/Step/Salary     | Date    |
|---|----------|--|-----------------------|---------|
| Hernandez,<br>Steven<br>(Seasonal Employment)           | FCC      | Bookstore Sales Clk I<br>Position No. 8052   | 37-A<br>\$11.80 / hr. | 8/19/04 |
| Horton,<br>Matthew                                      | FCC      | Piano Accompanist - PPT<br>Position No. 2441 | 49-A<br>\$15.82 / hr. | 8/24/04 |
| Greene,<br>Jennifer                                     | RC       | Office Assistant III<br>Position No. 3004    | 48-A<br>\$2680.58     | 8/30/04 |
| Hurt, Jr.,<br>Howard                                    | FCC      | Inst. Tech.-Chem/Phys<br>Position No. 2117   | 50-A<br>2813.83       | 9/1/04  |
| Meyers,<br>Jason<br>(10-Month Perm. Part-Time Position) | RC       | Inst. Tech.-Chem/Phys<br>Position No. 3075   | 50-A<br>\$16.23 / hr. | 9/1/04  |
| McSwain,<br>Thomas                                      | RC       | Custodian – PPT<br>Position No. 3138         | 41-A<br>\$12.99 / hr. | 9/7/04  |

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

| Name                  | Location | Classification       | Hourly Rate   | Date    |
|-----------------------|----------|----------------------|---------------|---------|
| Salazar,<br>Juan      | RC       | Custodian            | \$12.99 / hr. | 8/16/04 |
| Martinusen,<br>Sandra | DO       | Department Secretary | \$14.00 / hr. | 8/23/04 |

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

| Name                 | Location | Classification          | Hourly Rate   | Date                      |
|----------------------|----------|-------------------------|---------------|---------------------------|
| Jones,<br>Cristal    | RC       | Bookstore Sales Clk I   | \$11.80 / hr. | 8/9/04<br>thru<br>9/3/04  |
| Maokosy,<br>Thavone  | FCC      | Bookstore Sales Clk I   | \$11.80 / hr. | 8/9/04<br>thru<br>9/3/04  |
| Ponce,<br>Stephanie  | FCC      | Bookstore Sales Clk I   | \$11.80 / hr. | 8/9/04<br>thru<br>9/3/04  |
| Serian,<br>Evelyn    | FCC      | Bookstore Sales Clk I   | \$11.80 / hr. | 8/9/04<br>thru<br>9/3/04  |
| White,<br>Carolyn    | FCC      | Bookstore Sales Clk I   | \$11.80 / hr. | 8/9/04<br>thru<br>9/3/04  |
| Hofer,<br>Betsy      | RC       | Bookstore Sales Clk I   | \$11.80 / hr. | 8/11/04<br>thru<br>9/3/04 |
| Gamiz,<br>Lupe       | FCC      | Bookstore Seasonal Asst | \$10.15 / hr. | 8/16/04<br>thru<br>9/3/04 |
| Houghton,<br>Phyllis | FCC      | Bookstore Seasonal Asst | \$10.15 / hr. | 8/23/04<br>thru<br>9/3/04 |

- D. Recommendation to employ the following retiree as an hourly employee:

| Name                 | Location | Classification           | Hourly Rate | Date    |
|----------------------|----------|--------------------------|-------------|---------|
| Willingham,<br>Tandy | FCC      | Lib/Learn Res. Asst. III | \$21.71     | 8/16/04 |

E. Recommendation to approve the promotion of the following regular employee:

| Name            | Location | Classification   | Range/Step                                | Date   |
|-----------------|----------|--|---|--------|
| Dover,<br>Linda | RC       | Accounting Clerk I<br>Position No. 3109 to<br>Accounting Clerk II<br>Position No. 3109 | 38-B<br>\$2203.08 to<br>41-B<br>\$2368.25 | 9/1/04 |

(Alternate Series Promotion per Board Policy 4214)

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

| Name   | Location | Classification  | Range/Step                                | Date     |
|--|----------|---|---|----------|
| Staebler,<br>Kathleen  | FCC      | Department Secretary<br>Position No. 2272 to<br>Admin. Secretary I<br>Position No. 2272       | 44-E<br>\$2854.42 to<br>48-E<br>\$3256.00 | 11/18/03 |
| (Position & Employee Reclassification per Personnel Commission)  |          |   |   |          |
| Lorona,<br>John  | RC       | Upward Bound Asst.<br>Position No. 3140   | 52-E<br>\$3588.83                         | 4/28/04  |
| (Employee on 39-month rehire list due to layoff permanently placed in vacant position per MOU between District and CSEA)                             |          |   |   |          |
| Jalamo,<br>Josie   | FCC      | Office Assistant III<br>Position No. 2227 to<br>Department Secretary<br>Position No. 2241     | 48-D<br>\$3101.08 to<br>48-D<br>\$3101.08 | 7/1/04   |
| (Employee returned to original position but is receiving additional compensation for "working out of class" per CSEA contract Article 34, Section 8) |          |   |   |          |
| Powers-Puahi,<br>Stephanie   | FCC      | Office Assistant III<br>Position No. 2252 to<br>Office Assistant III<br>Position No. 2227     | 48-E<br>\$3256.08 to<br>48-E<br>\$3256.08 | 7/1/04   |
| (Employee returned to original position)   |          |   |   |          |
| Goehring,<br>Steve   | FCC      | Instr. Tech.-Auto Body<br>Position No. 2254 to<br>Instr. Tech.-Auto Body<br>Position No. 2254 | 50-A<br>\$2813.83 to<br>50-C<br>\$3101.00 | 8/2/04   |

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

| Name  | Location | Classification  | Range/Step                                | Date                      |
|---|----------|---|---|---------------------------|
| McSwain,<br>Holly   | FCC      | Administrative Aide<br>Position No. 2060 to<br>Administrative Aide<br>Position No. 2043   | 53-E<br>\$3675.42 to<br>53-E<br>\$3675.42 | 8/19/04                   |
| (Temporary reassignment while employee is out on leave)             |          |   |   |                           |
| DeFore,<br>Elizabeth  | RC       | Department Secretary<br>Position No. 3017 to<br>Department Secretary<br>Position No. 3014 | 44-E<br>\$2880.74 to<br>44-E<br>\$2880.74 | 9/1/04                    |
| (Employee accepted a lateral transfer per CSEA contract Article 22) |          |   |   |                           |
| Watson,<br>Melanie  | FCC      | Custodian<br>Position No. 2188  | 41-E<br>\$2742.42                         | 9/1/04                    |
| (Employee returned from unpaid leave of absence)                    |          |   |   |                           |
| Kidd,<br>Melvin   | FCC      | Custodian<br>Position No. 2134  | 41-C<br>\$2674.42                         | 9/3/04<br>thru<br>9/17/04 |
| (Employee approved for unpaid leave of absence)                     |          |   |   |                           |

G. Recommendation to accept resignation of the following regular employee

| Name             | Location | Classification                       | Range/Step         | Date    |
|------------------|----------|--------------------------------------|--------------------|---------|
| Reyes,<br>Marvin | DO       | Chief of Police<br>Position No. 1069 | M-44<br>\$6,643.16 | 9/27/04 |

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

PRESENTED TO BOARD OF TRUSTEES

DATE: October 5, 2004

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SUBJECT: Employment of Part-Time Faculty on Adjunct Faculty Salary Schedule, Fall 2004,  
Fresno City College, Reedley College,  
and North Centers

ITEM NO. 04-183

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EXHIBIT: Listings of Part-Time Adjunct Faculty

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Background:

In accordance with Board Policy, the administration is authorized to assign part-time faculty on the Adjunct Faculty Salary Schedule and calls for submittal to the Board of names of the individuals so assigned. Enclosed herewith for Board approval are assignment rosters from Fresno City College, Reedley College, and North Centers for Fall 2004.

Recommendation:

It is recommended that the Board of Trustees approve employment of part-time faculty on the Adjunct Faculty Salary Schedule for Fresno City College, Reedley College, and North Centers for Fall 2004, as presented.



**Fresno City College  
Adjunct Instructors  
Fall 2004**

| Instructor Name          | Section Name                 |
|--------------------------|------------------------------|
| Abdel-Hadi, Jamila       | Biology                      |
| Acquaviva, Sandra        | Nursing, Registered          |
| Acuna, Olivia L          | Business & Technology        |
| Adicho, Eileen           | English As A Second Language |
| Allen, Joanne T          | Business & Technology        |
| Alvarado, Raymond        | Physical Education           |
| Anderson, Janice L       | Work Experience              |
| Andrade, Gustavo         | Spanish                      |
| Andreoni, Lauri          | Paralegal                    |
| Arias, Sharon M          | Art                          |
| Armas, Joseph T          | Work Experience              |
| Armes, Stephen M         | History                      |
| Arsala, Baryalai         | English As A Second Language |
| Auble, Sandra            | Physical Education           |
| Avery, Becky             | Nursing, Registered          |
| Aydelotte, Julia Kay     | History                      |
| Babcock, Bruce           | French                       |
| Baker, Earle             | Criminology                  |
| Baker, Judy M            | English As A Second Language |
| Ballard, Bart D          | Physical Education           |
| Banuelos, Fernando       | Information Systems          |
| Barba, Kathy L           | Music                        |
| Barbis, Milton P         | Physical Education           |
| Barile, Stephen          | English                      |
| Barnard, Douglas Darrell | Air Conditioning             |
| Bartels, Fred W          | Physical Education           |
| Bartram, James K         | Speech                       |
| Berg, Emily A            | English                      |
| Bernard, Daniel          | Speech                       |
| Biletnikoff, Jr Frederic | Physical Education           |
| Bithell, Karen Theresa   | Dance                        |

|                           |                                       |
|---------------------------|---------------------------------------|
| Black, Bull Michael       | American Indian Studies               |
| Blanken, Bill             | Chemistry                             |
| Blomquist, Mark D         | Business & Technology                 |
|                           | Business Administration               |
| Blomquist, Susan          | Nursing, Registered                   |
| Bonander, Paul            | Real Estate                           |
| Bonetto, David William    | Dance                                 |
| Boone, Judith A           | English                               |
| Bourbon-Cervantes, Edilia | Information Systems                   |
| Bourdet, Malcolm L        | Physical Education                    |
| Boydstun, Susan G         | Psychology                            |
| Brady, Jon L              | History                               |
| Brajkovich, Michael A     | English                               |
| Brough, Charles N         | Economics                             |
| Buller, Bethany           | Physical Education                    |
| Burnett, Fern L           | Paralegal                             |
| Burnett, Lynn B           | Health Science                        |
| Bush, Andre J             | Music                                 |
| Bush, Bethany Jeanne      | Biology                               |
|                           | Dental Hygiene                        |
| Caetano, Heidi L          | English                               |
| Calandra, Janet M         | Human Services                        |
| Callaghan, Cynthia R      | Automotive Technology                 |
| Caprioglio, Dennis F      | History                               |
| Carden, M. Allen          | English As A Second Language          |
| Carr, Sally A             | Criminology                           |
| Carrillo, Rudy            | English                               |
| Carter, Brian K           | Chicano-Latino Studies                |
| Castro, Paramo Ma         | Hmong                                 |
| Cha, Tua                  | English                               |
| Chacon, Kenneth R         | English                               |
| Chalasani, Usha Rani      | English As A Second Language          |
|                           | Computer Aided Manufacturing          |
| Chapman, Robert C         | Automotive Technology                 |
| Chicconi, Michael J       | Biology                               |
| Chooljian, Karen M        | Theatre Arts                          |
| Christl, Janine R         | Spanish                               |
| Cisneros, Rene            | Architecture                          |
| Clark, Donald E           | Building Safety & Code Administration |
|                           | Math                                  |
| Clark, Julie              |                                       |



|                        |                               |
|------------------------|-------------------------------|
| Clark, Rebecca Ann     | Health Information Technology |
| Clement, Ralph N       | History                       |
| Clift, Renee T         | Human Services                |
| Cline, Melanie K       | French                        |
| Colbert, Bryan G       | Child Development             |
| Cole, Michael J        | English                       |
| Coleman, Sarah J       | English                       |
| Collier, Aaron         | Electrical Systems Technology |
| Collins, Thomas J      | Information Systems           |
| Consolatti, Allen J    | English                       |
| Contreras, Juan S      | Guidance Studies              |
| Cooper, Cynthia        | English                       |
| Copeland, Cheryl       | Accounting                    |
| Cote, Marian           | Guidance Studies              |
| Covey, Deanna K        | Business & Technology         |
| Cravens, Rolland E     | Physical Education            |
| Crombie, Karen M       | Biology                       |
| Crooks, Elizabeth H    | Business & Technology         |
| Cross, David Duane     | Nursing, Registered           |
| Crossbuck, Jim E       | Child Development             |
| Dailey, William H      | Human Services                |
| Daniels, Chad D        | Business Administration       |
| De Fehr, Kay           | English As A Second Language  |
| Decker, Diana Roza     | Child Development             |
| Dedekian, Daniel Jack  | English                       |
| Dedmond, Ann B         | Math                          |
| Delaney, Melissa A     | Art                           |
| Delano, Elizabeth M    | Child Development             |
| Demichillie, Robert W  | Physical Education            |
| Denis-Arrue, Nuria M   | Biology                       |
| Denis-Arrue, Ricardo A | Biology                       |
| Dennehy, Merry C       | English As A Second Language  |
| Denton, Philip C       | Chemistry                     |
| Derosa-Parola, Debra D | Dance                         |
| DeSoto-Liles, Sylvia C | Business & Technology         |
| Diamond, Jacqueline M  | Information Systems           |
| Diliddo, Frank J       | Applied Technology            |
| Discont, Conrad M      | English                       |
| Dixon, Gaylord Wayne   | Math                          |
| Dixon, Roger           | Information Systems           |

|                         |                         |
|-------------------------|-------------------------|
| Dorn, Shelly M          | Accounting              |
| Dose, Kenneth D         | Business & Technology   |
| Duarte, Adrienne        | Physical Education      |
| Dull, Nahid             | Guidance Studies        |
| Dunbar-McNary, Barbara  | Information Systems     |
| Duncan, Beth            | English                 |
| Dunn, Barbara Jean      | Math                    |
| Duvet, Patricia J       | Work Experience         |
|                         | French                  |
| Echeverria-Bis, Olivia  | English                 |
| Eckenrod, Sherian H     | Business & Technology   |
| Eichmann, Kelly K       | Foods & Nutrition       |
| Entz, James W           | Art                     |
| Esmay, Jerry A          | Automotive Technology   |
| Espana, Teresa M        | Art                     |
| Espinosa, Rosemary      | English                 |
| Evans, Darcie Jo        | Sociology               |
| Evans, Robert W         | Geography               |
| Ewing, Mary C           | Dental Hygiene          |
| Fairburn, Lesley Jean   | Accounting              |
| Fallara, Mary Jo        | Physical Education      |
| Fargano, Jacquelyn A    | Psychology              |
| Farrell, John P         | History                 |
| Farris, Diana L         | Information Systems     |
| Feeney, Mary            | Nursing, Registered     |
| Fitzgerald, Charmaine T | Child Development       |
| Fleming, Jerry A        | Psychology              |
| Fletcher, Eric          | Speech                  |
| Flores, Nicole J        | Physical Education      |
| Folland, Amber H        | English                 |
| Foronda, Ruched L       | Speech                  |
| Fox, Jim A              | Geography               |
| Fraleigh, Nancy M       | Speech                  |
| Frausto-Heredia, Delia  | Criminology             |
| Frazier, Brenda         | Physical Education      |
| Frediani, Robert A      | Business Administration |
| Fritz, Erik K           | English                 |
| Fry, Martha E           | Accounting              |
|                         | Business & Technology   |

|                             |                              |
|-----------------------------|------------------------------|
| Fry, Teddy Gene             | Guidance Studies             |
|                             | Work Experience              |
| Fulton Stahl, Susan         | English                      |
|                             | Physical Education           |
| Gaeth, Jason                | Guidance Studies             |
| Gallardo, Araceli Z         | Chicano-Latino Studies       |
| Garcia, Ruby                | Human Services               |
| Garth, Rebecca H            | Spanish                      |
| Garza, Yolanda G            | philosophy                   |
| Geitner, Derek F            | English                      |
| Glaspey, Ronald P           | Math                         |
| Godfrey, Lonnie L           | Apprenticeship               |
| Gonzales, Daniel J          | Child Development            |
| Gonzales, Summer L          | Biology                      |
| Gonzalez, Alfred            | Dental Hygiene               |
| Goodwin, Luisa              | English                      |
| Gowdy, Marvita B            | English                      |
| Graham, Pilar C             | Math                         |
| Grant, Raynette             | English As A Second Language |
| Grenko, Suellen M           | English As A Second Language |
| Griffiths, Kularb P         | Guidance Studies             |
| Grisby, Fitima              | English                      |
| Guest, Lawrence A           | Dental Hygiene               |
| Guglielmana, Susan K        | Graphic Communications       |
| Guglielmino, John L         | English                      |
| Guglielmino, Rosemarie S    | Biology                      |
| Gutierrez-Osborne, Virginia | Sociology                    |
| Gutierrez-Sauceda, Nancy    |                              |
| Haber, Judith A             | Biology                      |
| Halper, Carin A             | English                      |
| Hami, Firdous               | Applied Technology           |
| Hamp, David Marc            | Speech                       |
| Hanjiev, Arkady A           | Math                         |
| Hansen, Kimberly            | Paralegal                    |
| Hardamon, Cedric J          | Guidance Studies             |
|                             | Human Services               |
|                             | Math                         |
| Haroutunian, Vahack         | Guidance Studies             |
| Harris, Stephanie C         | Applied Technology           |
| Harrison, Edward E          | Nursing, Registered          |
| Hassan, Magda               |                              |

Hawkins, Timothy G  
Heiderich, William R  
Henderson, Edward E  
Henkel, Steven N  
Herling, Rosamond  
Hernandez, Henry  
Hernandez, Raul  
Herzog, Walene Glynn  
Hessler, Susan  
Hester-Haynes, Juanita C  
Heyne, Jennifer R

Hill, Rachel W  
Hodges, Melvin  
Holden, William Edward  
Holmes, Wendy  
Hord, John S  
Horn, Jennifer L  
Horton, Matthew J  
Houghton, Candace M  
Howard, Jeanice Louise  
Howard, Katsuyo K  
Hubbard, Greg R  
Hudson, Christopher  
Hughes, Larry C  
Huigen, Robin Charles  
Hurst, David  
Husain, Mary E  
Hyde, Grant P

Inboon, Timmy C  
Ingoldsby, Larry  
Ingram, Donavan T

Jansen, Janice R  
Jarvis, Janet P  
Jensen, Daniel A  
Jerkovich, Roger N  
Johal, Sarbjit S  
Johnson, Donnie R  
Johnson, Nona Lee

Business Administration  
Art  
Applied Technology  
Accounting  
Child Development  
Electrical Systems Technology  
English  
Business & Technology  
Child Development  
Math  
Economics  
History  
Criminology  
Construction  
Information Systems  
Biology  
Music  
Nursing, Registered  
Music  
Child Development  
Dental Hygiene  
Japanese  
Photography  
Information Systems  
Psychology  
Sociology  
English  
Speech  
English  
Guidance Studies  
History  
English  
Dance  
Nursing, Registered  
Math  
Photography  
Political Science  
Physical Education  
English As A Second Language

|                          |                                       |
|--------------------------|---------------------------------------|
| Johnson, Robin Kay       | Radiologic Technology                 |
| Jones, Charles E         | Physical Education                    |
| Jones, Sarah E           | Information Systems                   |
| Jordan, Lynette F        | English                               |
| Jurevich, Gayla Anne     | Business & Technology                 |
| Kabbani, Kathleen A      | English As A Second Language          |
| Kahn, Anne C             | Guidance Studies                      |
| Kaiser Clarey, Kathleen  | Work Experience                       |
| Kammeraad, Curt E        | Work Experience                       |
| Karimbakas, Spiros K     | Math                                  |
| Kennedy-Douglas, Jean L  | Women's Studies                       |
|                          | Work Experience                       |
| Kessey-McDonnell, Kristi | Art                                   |
| Kesterson, Edward R      | Graphic Communications                |
| Key, Roger A             | Physical Science                      |
| Kimball, Robert          | Business & Technology                 |
| Kirby, James V           | Human Services                        |
| Klatt, Karyn             | Special Studies                       |
| Klein, Amy E             | Sociology                             |
| Klein, Annette M         | American Sign Language                |
| Klein, Kenneth A         | Drafting                              |
| Klinder, Marsha C        | Music                                 |
| Knaapen, Beatrice A      | Business & Technology                 |
| Knight, Melissa A        | African-American Studies              |
|                          | Women's Studies                       |
| Koch, Michael V          | Building Safety & Code Administration |
| Krauter, Larry W         | Photography                           |
| Kretsch, Donna J         | English                               |
| Krolikiewicz, Krystyna B | Biology                               |
| Kuiper, Harold Peter     | Speech                                |
| Kumano, Ralph F          | Biology                               |
| LaBaugh, Ross            | Library Technology                    |
| Laney, Jason P           | Geography                             |
| Lango, Peter M           | Health Science                        |
| LeBeau III, Loren J      | Physical Education                    |
| Lee, Arnold              | Automotive Technology                 |
| Leon, Judy               | Guidance Studies                      |
| Lewis, Carol             | Business & Technology                 |
| Lewis, Daniel D          | English                               |

|                         |                         |
|-------------------------|-------------------------|
| Lewis, Suzanne Sloan    | Art                     |
| Lion, Larry A           | Automotive Technology   |
| Liu, Hsiu-Ju Teng       | Math                    |
| Loeffler, Tonia Lynn    | Business Administration |
| Lohne, Enok             | Respiratory Care        |
| Loop, Steven H          | Physical Education      |
| Lopez, Danielle A       | Criminology             |
| Lotspeich, Roy          | Math                    |
| Lovelace, Everett D     | Work Experience         |
| Loyd, Diane L           | Business & Technology   |
| Lozano, Alicia E        | Nursing, Registered     |
| Lozano, Ignacio M.      | Spanish                 |
| Lucas, Elio A           | Food Service Management |
|                         | Foods & Nutrition       |
| Lucas, Jamie L          | Food Service Management |
| Lucka, Wojciech J       | Biology                 |
| Lumsden, Dale T         | Food Service Management |
| Luna, Jesus             | Chicano-Latino Studies  |
| Luna, Rudy              | Graphic Communications  |
| Lynes, Charles M        | Theatre Arts            |
|                         |                         |
| MacDonald, Cynthia Reed | Library Technology      |
| Mackey, Adam W          | English                 |
| Mackins, Mary L         | English                 |
| Magnia, Martha A        | Child Development       |
| Maki-Dearsan, Nanete J  | Art                     |
| Malekzadeh, Behrouz     | Math                    |
| Mancuso, Leah           | Math                    |
| Manhire, Ellen          | English                 |
| Mann, Judy Ann          | Dental Hygiene          |
| Mann, Li T              | Chinese                 |
| Marinovich, Branko B    | Political Science       |
| Markus, Robert          | Construction            |
| Marsella, Ted Leland    | Business Administration |
| Marsh, Robert R         | Math                    |
| Martin, Jeremy          | Journalism              |
| Martinez, Jesus G       | Spanish                 |
| Martinez, Michael H     | Speech                  |
| Mason, Ronald D         | Math                    |
| Mativo, Kyalo W         | Swahli                  |
| Mattos, Andrew A        | Physical Education      |

Mattox, Jack V  
Mattox, Kristen S  
May, Douglas  
McCabe, Gail M  
McCart, Michael  
McClurg, Michael James  
McCullough, Bill J  
McDonald, Travis  
McGehee, Robin R  
McGinnis, Michael E  
McIlhargey, Patrick J  
McLaughlin, Linda T  
McLearan, Susan H.  
McLelland, Justin T  
Medicinebull, Ori  
Megerdichian, Edward G  
Meinhold, Michelle R  
Mejloumian, Oganessian P  
Mendez, Vincent L

Mendoza, Noe  
Mendoza, Sal Ralph  
Merritt, Dimple M  
Meyers, David L  
Miko, Kristina E  
Mikow, Marilyn B  
Milhorn, Richard L  
Miller, Kristi K  
Mitchell, Marilyn S  
Mizner, Keith B  
Moore, Vernon S  
Morales, Samuel F  
Morand, Kim I  
Moreno, De Luna  
Moreno, Janice E  
Morgan, Amy P  
Morrice, John F  
Morton, Nye F  
Moua, Chai C  
Mouanoutoua, Vang L

Health Science  
Health Science  
Art  
English  
Applied Technology  
Physical Education  
Graphic Communications  
Applied Technology  
Speech  
Business Administration  
English As A Second Language  
American Sign Language  
Dental Hygiene  
Physical Education  
American Indian Studies  
Math  
Guidance Studies  
Chemistry  
Art  
Chicano-Latino Studies  
Guidance Studies  
Radiologic Technology  
Work Experience  
Graphic Communications  
English  
Child Development  
Photography  
English As A Second Language  
Criminology  
Accounting  
Geology  
Physical Education  
Dance  
Spanish  
English  
Art  
Music  
Music  
Math  
Asian-American Studies

|                        |                          |
|------------------------|--------------------------|
| Mullaly, Patricia J    | Accounting               |
|                        | Business & Technology    |
| Mullen, Paul C         | Paralegal                |
| Mullikin, Jason E      | Automotive Technology    |
| Murphy, Joan C         | Nursing, Registered      |
| Murray, Paulette R     | Guidance Studies         |
| Musick, William D      | Physical Education       |
| Myers, Ralph Rich      | English                  |
| Myles, Gilbert         | Guidance Studies         |
|                        |                          |
| Nance, Steven H        | Music                    |
| Neer, David D          | Physical Education       |
| Neff, Amy J            | Psychology               |
| Nelson, Cheryl L       | Business & Technology    |
| Nelson, Rebecca L      | Business & Technology    |
| Nibler, Timothy R      | Business Administration  |
| Nichols, Jess D        | Biology                  |
| Nichols, Tanya R       | English                  |
| Nicholson, Bill G      | Physical Education       |
| Nielsen, Robert W.     | Music                    |
| Nix, Lawrence          | Welding Technology       |
| Noakes, Michael        | Physical Education       |
| Norman, Sophia L       | English                  |
| Norton, Kristen E      | Education                |
| Nunez, Tom             | Chicano-Latino Studies   |
|                        |                          |
| Obermire, Margaret     | Clerical Training, CTC   |
| Ochs, Raquel R         | Child Development        |
| Odom, Janell L         | Special Studies          |
| Oeser, Jeffrey A       | Economics                |
| Okin, Isaac A          | African-American Studies |
| Ollila, Mary A         | Art                      |
| Olmstead, Joy Tanya    | English                  |
| Oneal, Kimberly Nicole | English                  |
| O'Neil, Terrence J     | Criminology              |
| Ortiz, Summer          | Guidance Studies         |
| Otschkal, Nadine L     | Developmental services   |
| Ovando, Ben Abel       | English                  |
|                        |                          |
| Page, Robert J         | Guidance Studies         |
| Palacio, Diane R       | Nursing, Registered      |
| Pando, Laura B         | English                  |



|                          |                               |
|--------------------------|-------------------------------|
| Parker, Anita M          | Child Development             |
| Partoviamin, Soheil      | Information Systems           |
| Patterson, Teresa M      | Speech                        |
| Paul, Mary               | English                       |
| Pavic, Ivana             | Physical Science              |
| Payne, Catherine Jean    | Art                           |
| Paz, Isaias E            | Spanish                       |
| Perez, Enid              | Chicano-Latino Studies        |
|                          | Women's Studies               |
| Perez, Sonny             | Physical Education            |
| Perez-Hernandez, Jennife | Child Development             |
| Perry, Adam L            | Speech                        |
| Perry, Linda G           | Human Services                |
| Perry, Luann J           | Health Information Technology |
| Pesch, Sheila            | Business & Technology         |
|                          | Decision Science              |
| Peterson, Gregory K      | Information Systems           |
| Peterson, Susanne S      | English                       |
| Piper, James             | English                       |
| Piper, Michael           | Information Systems           |
| Pires, Michael J         | Applied Technology            |
| Polzin, Robert B         | Photography                   |
| Pontius, David L         | Information Systems           |
| Pranzo, Mary L           | Economics                     |
| Pratt, Charles V         | Business & Technology         |
| Price, Maryellen A       | Child Development             |
| Puckett, Michael J       | Applied Technology            |
| Pulido, Jose T           | Criminology                   |
|                          | Art                           |
| Quinlan, Peggy Ann       | Speech                        |
| Quinn, Charles Timothy   | Speech                        |
| Quinn, Jennifer M        | Theatre Arts                  |
|                          | Theatre Arts                  |
| Quinn, Linda I           | English As A Second Language  |
| Quintana, Susana         |                               |
|                          | Guidance Studies              |
| Radnejad, Forouzandeh    | English                       |
| Rail, Lester D           | Art                           |
| Raines, William C        | Business & Technology         |
| Ramirez, Adrian D        | English                       |
| Ramirez, Gregory D       |                               |

|                        |                               |
|------------------------|-------------------------------|
| Ramirez, Maria I       | Guidance Studies              |
| Ramos, Linda           | English                       |
| Ramsey, Mary E         | Nursing, Registered           |
| Rathert, Janet         | English                       |
| Rawn, Raymond C        | Applied Technology            |
| Rhodes, Agnes L        | Math                          |
| Rich, Rita A           | Nursing, Registered           |
| Richard, Robert S      | Construction                  |
|                        | Electrical Systems Technology |
| Rickels, Charlotte     | English                       |
| Roberts, Deborah Kay   | Child Development             |
| Robinson, Paul M       | Business Administration       |
| Rodriguez, Michael     | Guidance Studies              |
| Rodriguez, Raquel      | Spanish                       |
| Rodriguez, Elza        | Nursing, Registered           |
| Rosenthal, Aviva K     | English                       |
| Rowan-Ono, Ellen B     | English                       |
| Rozier, K Raven        | English                       |
| Russell, Robert B      | Information Systems           |
| Russell, Wanda H       | English                       |
|                        | Special Studies               |
|                        | Math                          |
| Sagaser, Janet A       | Real Estate                   |
| Saito, Mark W          | Chemistry                     |
| Samora, Lawrence R     | English                       |
| Sanchez, Paul C        | Music                         |
| Sandersier, Jeffrey T  | Music                         |
| Sarkisian, Rebecca Ann | Biology                       |
| Schellack, Cherie L    | Graphic Communications        |
| Schirmacher, Joachim G | Paralegal                     |
| Schmalle, Robert       | Music                         |
| Schramm, David D       | Speech                        |
| Scott, Daniel J        | English As A Second Language  |
| Scott, Robert Guy      | Business & Technology         |
| Scott, Ryan            | English As A Second Language  |
| Scroggins, Carol L     | Information Systems           |
| Sears, Michael E       | Biology                       |
| Sellick, Krystal L     | Guidance Studies              |
| Semien, Kenneth L      | Art                           |
| Sermon, Kay P          | Accounting                    |
| Setoodeh, Hassan       |                               |

Shank, Gonzales Kelly

Shekar, Chandra

Shelton, Marilyn R

Shirey, Melinda

Shoemaker, David M

Shook, Jane M

Shore, John W

Silva, Gilbert J

Silva, Mary L

Sine, Cynthia A

Singh, Sagnita

Skaret, Wayne

Slade, Donald R

Sloan, Larry D

Small, Jacqueline M

Smith, David R

Smith, Ernest Zane

Smith, Jared E

Smith, Lorraine M

Smith, Robert Floyd

Smith, Roderick L

Snowden, Patrick R

Sorensen, Christin L

Soria, Lula Ann

Sosa, Susana L

Soto, Larsen Serafina

Squier-Beem, Nanci A

Sran, Permjit K

Staebler, Diane

Standifer, Delores L

Standridge, Donald A

Starr, Rebecca Ion

Steele, Ronald C.

Stevens, Mark W

Stogbauer, Kathy E

Styer, Gary

Sutton, Jeremy

Swan, Richard F

Business & Technology

Information Systems

Linguistics

Child Development

Business & Technology

Guidance Studies

Speech

Real Estate

Medical Assisting

English

Speech

Information Systems

Business & Technology

Clerical Training, CTC

Physical Education

Industrial Training, CTC

Computer Aided Drafting & Design

Applied Technology

Photography

Physical Education

Business & Technology

English

Physical Education

Art

Applied Technology

Nursing, Registered

Art

Business Administration

Educational Aide

Applied Technology

Biology

African-American Studies

Graphic Communications

English

Work Experience

Physical Education

Child Development

Drafting

Special Studies

Business & Technology

Takeda, Mun C  
Tanaka, Kathleen L  
Tarver, Ruth  
Tatro, Kevin  
Tatum, Cecilia N  
Taus, Kay V  
Taylor, Sevastee PI  
Tenney, John E  
Thiesen, Lorraine J  
Tikijian, Carol Gladys  
Ting, Rosemary S

Tiscareno, Cristal A  
Tognazzini, Brenda J  
Topouzkhanian, Ara O  
Torigian, Marcus A  
Torrance, James G  
Tricic, Lejla  
Truelsen, Dawn  
Turnbull, Patricia K

Ude, Pamela L  
Unruh, David

Valencia, Barbara G  
Valgeirsson, Melissa J  
Van Dusen Trippel, Cynthia  
Van Cleve, Mark  
Van, Wyk Sharon

Vander Plaats, William D

Vang, Alee  
Vang, Linda M  
Vang, Soul C  
Vasquez, Rojelio

Velasquez, Stephanie  
Vellandi, Christian J  
Vepsalainen, Tuija Riitt

Dental Hygiene  
Food Service Management  
Business & Technology  
Computer Aided Drafting & Design  
Business & Technology  
Child Development  
French  
Photography  
Speech  
Art  
Business & Technology  
Information Systems  
Dance  
Math  
Armenian  
Work Experience  
German  
English  
Information Systems  
Business & Technology  
Business Administration  
Accounting  
Math  
Sociology  
Theatre Arts  
Business Administration  
Information Systems  
Accounting  
Business & Technology  
Distant Education Development  
Business Administration  
Asian-American Studies  
Sociology  
English  
Business Administration  
Distant Education Development  
English  
Chemistry  
Architecture

Vianello, Arlene  
Vinicor, Donald J  
Vining, Cynthia  
Vogt, Deon L  
Von, Berg Craig

Waddle, Carl D  
Wagman, Elizabeth B  
Walker, Gail  
Walker, William F  
Walker, Lawrence B  
Wall, Connie Lynn  
Walters-Coopers, Donna  
Wasemiller, Peter M  
Watts, Marilyn K  
Wayte, William R  
Weaver, Louis H  
Weinschenk, Franz A

Weise, Darlene N  
Wengerd, Bethany D

Wenholz, Scott F  
White, Marva L  
Williams, Norma N  
Wilson, Barrett E  
Wimer, Garrett A  
Winslow, Lora M  
Winter, Robert F  
Winther-Saxe, Lenna A  
Wolfmann, Melissa C  
Woods, Mary A  
Woolsey, Denise M

Yang, Kao-Ly  
Yee, Danita  
Young, Carri L  
Young, Janee L

Zhang, Zheng

Dental Hygiene  
Chemistry  
Physical Education  
Nursing, Registered  
Music

Health Information Technology  
Child Development  
Chemistry  
Information Systems  
Information Systems  
English As A Second Language  
Guidance Studies  
Business Administration  
Physical Education  
Physical Education  
Geography  
English  
Speech

Nursing, Registered  
Anthropology  
Women's Studies

Physical Education  
Dental Hygiene  
Business & Technology  
Welding Technology  
Astronomy

Work Experience  
Biology

Photography

Music  
Health Information Technology  
Business Administration

Asian-American Studies

Dental Hygiene  
Medical Assisting  
Speech

Guidance Studies



**Fresno City College  
Adjunct Instructors  
Police Academy  
Fall 2004**

Agnew Michael E  
Anderson Gregory V  
Arendt James J  
Arnold Janis L  
Avila Edward howard  
Baker Earle R  
Bandy Beth A  
Bawcom John L  
Baxter Geary W  
Beck Gordon J  
Bennink Hendrikus  
Antonius  
Bernades Teri E  
Bessinger Drew Mark  
Bey Gary Irvin  
Bissett Brian Dewayne  
Blaha Lynda M  
Boland Eugene S  
Boyer Peter J  
Bradford David Lee  
Brand Michael  
Bray Mark A  
Brisendine Rodney B  
Burks Troy L  
Burnett Lynn B  
Button Lynn E  
Cambria Barbara J  
Caporale Philip Anthony  
Carrasco Lydia  
Carrillo Rudy  
Castro Manuel  
Chastain Curtis E  
Copher John E  
Cotter Lee G  
Craig Rodney Duane  
Crews Patricia K  
Cruise Harold W  
Dadian Neil Gordon

Daniels Stevie M  
Davis Janet E  
Davis Terry L  
Dennis Jo D  
Desmond Christopher P  
Desmond Richard T  
Dewall Anthony R  
Dobrinen Anne  
Dooley William J  
Douglass John M  
Downing Clifford E  
Dryden William N  
Dunn Jeffrey Edward  
Duran Louis Anthony  
Elliott Michael L  
Erwin Shawn K  
Esmay William D  
Fief Gary L  
Field Frederick P  
Fielden Sue A  
Fleischmann Nicholas W  
Flores Sherree L  
Frascona Vincent Z  
Frost Thomas A  
Fuller Zebedee  
Gaad Allen R  
Gaines Richard K  
Gamoian Lisa M  
Garner Robert Charles  
Garza Jose V  
Gentry James R  
Gibeault David A  
Gines Ramon R  
Gomez Joseph V  
Green Daryl L  
Grove Lori Jean  
Grove William Eugene  
Hahn Timothy Paul

Hahus Kenneth J  
Harris Robert Edward  
Haupt Harold H  
Haynes Lorine H  
Henkle Charles M  
Hernandez Rayann J  
Herrera Cruz Jose  
Hickman Kevin D  
Jacobso Henry  
Jimenez Jimmy  
Johnson Amy M  
Johnson Dwayne A  
Johnson Fred James  
Johnson Susan M  
Jones David E  
Jones Frederica K  
Jones Scott E  
Joseph Mary  
Kader Philip F  
Kalpakoff Paul A  
Katz Kenneth I  
Kaundart Earl D  
Keeney Mark Allan  
Kennedy Rodney W  
Kirkhart Larry C  
Klose Thomas Lynn  
Kurtze David Albert  
Lamm Daniel E  
La-Ponte Kirkorian Shiela  
Law Timothy J  
Lean Thomas C  
Lee Linda L  
Leonardo Susan Ann  
Louviere Richard C  
Lusk James W  
Maier John W  
Maroney Al Eugene  
Martin Gary Allen

Matsuzaki Kent H  
Mayo Edward S  
McAnulty Laurie E  
McComas Stephen H  
McCrery John D  
McFadden Matthew W  
McKinney Rosanna L  
Mechem Timothy D  
Merithew Clinton F  
Mestas Colleen K  
Miller Veronica L  
Mims Margaret A  
Mitchell Marilyn S  
Mitchell Marla K  
Montoya Laurel J  
Moore Robert W  
Morgan Bryan S  
Moses Christina  
Mosier Michael S  
Oki Gayle M  
Owen Richard A  
Padgett Rand A.  
Padilla Mark  
Patchell Alan D  
Pendley Kevin Lee  
Perez Gilbert Garcia  
Perry Dwight D  
Pino Jon W  
Planas Edward  
Preston Paul E  
Pulido Jose T  
Quesada Jaimy C  
Ramos Michelle A  
Reese Douglas G  
Roberts Melissa J  
Rowe Thomas John  
Royal Randy J  
Schmidt Eric G  
Selecky David M  
Sellai Diana M  
Shapazian Michele R  
Sherman Leonard C  
Shuler Charles J  
Shumate Harold Eldon  
Silva Manuel J  
Skiles Jonathan M  
Smith David A  
Smith Michael Austin  
Sponhaltz Candace D  
Stalker Brent William

Taylor Gary L  
Taylor James L  
Tidball Terry L  
Torosian Marvin B  
Tracy Vernon J  
Tucker Judith L  
Turk Leonard  
Tushnet Geoffery D  
Van Houwelingen Timothy  
Varela Patricia  
Villemin Douglas G  
Wachter Jordan D  
Watson James Edward  
Watson John M  
Weldon Marilyn K  
West Marty Lee  
Wilkins Stephen K  
Williams Diane Elizabeth



**Fresno City College  
Adjunct Instructors  
Fire Academy  
Fall 2004**

|                          |                        |                     |
|--------------------------|------------------------|---------------------|
| Akers David W            | Guice Daniel R         | Smith Paul L        |
| Baker Earle R            | Harold Kirk Dale       | Smith Scott Cummins |
| Banta Donald Jean        | Henry Steven D         | Stach Roger L       |
| Barrera Jr Luis B        | Hicks H. Douglas       | Starkey Gerard J    |
| Baxter Geary W           | Hilvers Robert S       | Stemler James M     |
| Bey Gary Irvin           | Kraft Brian Lee        | Sulenta David W     |
| Binaski John P           | Krippner Virginia Lynn | Sutton Donald E     |
| Brothers Jon R           | Lawson Kevin A         | Torosian Brian G    |
| Brotsis William C        | Leigh John Robert      | Watkins Mark L      |
| Bump Christopher Michael | Long Cameron F         | Watson John M       |
| Byrns Dennis C           | MacAlpine Donald B     | Young Jeffrey Allan |
| Cabral Richard L         | Marquez Peter J        |                     |
| Cadigan Richard D        | Martinez Mark R        |                     |
| Cope Thomas F            | Michaels Ralph L       |                     |
| Cottom Larry L           | Mitchell Marilyn S     |                     |
| Cox Brian Harold         | Nelson John S          |                     |
| Damico James Matthew     | Norman Charles Alan    |                     |
| Davis James R            | Ockey Donald A         |                     |
| Despain Michael Dan      | O'Meara Daniel Martin  |                     |
| Diebert Richard C        | Pearson Douglas G      |                     |
| Donis Kerri Lyn          | Ralls Jason M          |                     |
| Duaime Matthew J         | Ramsey Leslie Dean     |                     |
| Eldridge Ronald D        | Rauch Steven T         |                     |
| Farley Ryan Patrick      | Reid James H           |                     |
| Finfrock Randy A         | Rogers Edward Bert     |                     |
| French Lawrence R        | Rowe Deborah Kelley    |                     |
| Garfield David L         | San Agustin Michael J  |                     |
| Gastelum Jose Sanchez    | Sawhill Gary L         |                     |
| Gerking Christopher      | Shackelton James L     |                     |
| Gilman Kenneth Lyman     | Slater Gerald Lynn     |                     |



**FRESNO CITY COLLEGE  
STUDENT SERVICES ADJUNCT FACULTY**

**Fall 2004**

Arndt, John Richard  
Bartels, Fred  
Boone-Jones, Cary  
Charters, Moire  
Contreras-Vasquez, Evelia  
Fujioka-Hatfield, Donna  
Gallardo, Araceli  
Gonzalez, Carlos  
Grisby, Fitima  
Harris, Stephanie  
Hernandez, Lily  
Hutchings, Tasha  
Huxley, Deborah  
Kincheloe, Carolyn  
Kostin, Nadezhda  
Manock, Doris  
Munshower, Don  
Nelson, Etroy  
Newman, Ilene  
Nolasco, Monica  
Norman, Deborah

Pardue, Mary Ellen  
Pavich, Peter ("Mike")  
Radnejad, Forouzandeh  
Radtke, Roger  
Ramirez, Maria Isabel  
Randazzo, Claudine J.  
Renteria, Enrique  
Reposo, Mario L.  
Richards-Murray, Paulette  
Semien, Kenneth  
Stock, Rosemarie  
Story, Lynn  
Tayar, Walid C.  
Thepphavong, Kami  
Unruh, Nancy  
Vang, May  
Yang, Shoua  
Yang, Tong  
Zhang, Zheng  
Zubiri-Rosalez, Manuel

**Adjunct Nurse** – Bailey, Lavada I.

**Psychological Interns** – Dehod, Arron  
LeDuc, Leah

REEDLEY COLLEGE  
 ADJUNCT FACULTY  
 FALL 2004

|                       |            |       |
|-----------------------|------------|-------|
| Abela, Brian          | CHEM       | RC    |
| Angel, Patricia       | CHDEV      | RC    |
| Arguello, Anna        | DEVSER     | RC    |
| Auernheimer, Louise   | IS, OT     | RC    |
| Avetisyan, Newton     | MATH       | RC    |
| Barkman, David        | PHOTO      | RC    |
| Barron, Richard       | DEVSER, IS | RC    |
| Bates, James          | COTR       | RC    |
| Beltran, Adrian       | COUNS      | RC    |
| Bills, Shannon        | ENGL       | RC    |
| Birrell, Jameson      | MATH       | RC    |
| Blied, James          | MATH       | RC    |
| Blodgett, Ryan        | COUNS, GS  | RC    |
| Boling, Danny         | SPEECH     | RC    |
| Browning, Meredith    | ESL        | RC    |
| Bruno, Tina           | ART, PHOTO | RC    |
| Bucher, Frederick     | MATH, SCI  | RC    |
| Cade, Alan            | ACCTG      | RC    |
| Carlsen, Katherine    | ASL        | RC    |
| Carrasco, Caryn       | JOURN      | RC    |
| Carrillo, Rosalinda   | HLTH       | RC    |
| Carvalho, Linda       | SPEECH     | RC    |
| Cehrs, David          | GEOL       | RC    |
| Cekola, Chuck         | COUNS      | RC    |
| Chavez, Helen         | SPEECH     | RC    |
| Cheeves, Lyndell      | SPEECH     | RC    |
| Cordova, Robert       | COUNS      | RC    |
| Cornel, Veronica      | CHEM       | RC    |
| Craig, Michael        | ASSTC      | RC    |
| Deibert, Daniel       | SCI        | RC    |
| DeRuiter, Henry       | ENGL       | RC    |
| DeRuiter, Linda       | ENGL       | RC    |
| Driggers, Doris Maria | GERMAN     | RC    |
| Eddy, Amy             | PE         | RC    |
| Elberg, Steven        | POLSCI     | RC    |
| Erro Jr, Philip       | SPAN       | RC    |
| Ferguson, Rosalinda   | ESL        | RC    |
| Festejo, Shirley      | PE         | R.OFF |
| Friesen, Chandra      | ESL        | R.OFF |
| Friesen, Paul         | ENGL       | RC    |
| Garcia, Susana        | GS         | RC    |
| Garza, Laurie         | EH         | RC    |

|                         |            |       |
|-------------------------|------------|-------|
| Gaston, Michael         | ASSTC      | RC    |
| Gillespie, Jennifer     | SCI        | RC    |
| Gomez, Jose             | ESL        | RC    |
| Gonzales, Alexandra     | COUNS      | RC    |
| Goodbar, Bradley        | SCI        | RC    |
| Graber-Peters, Jennifer | SPEECH     | RC    |
| Grant, Stephanie        | ASL        | RC    |
| Gregory, James          | ART        | RC    |
| Guerra, Anna            | OT         | RC    |
| Haas, Charles           | CHEM       | RC    |
| Hallaway, David         | ART        | RC    |
| Halliburton, Donna      | ENGL       | RC    |
| Hammond, Sue            | PE         | RC    |
| Henke, Jayne            | ENGL       | RC    |
| Hernandez, Blanca       | GS         | RC    |
| Hijazi, Linda           | ESL        | RC    |
| Hodges, Kristine        | GS         | RC    |
| Hoffman, Joel           | ESL        | RC    |
| Holmen, Sarah           | ESL        | RC    |
| Hongola, Nancy          | IS         | RC    |
| Houghton, Gareth        | PSYCH SERV | RC    |
| Hudson, Ronald          | MATH       | RC    |
| Hurst, David            | ENGL       | RC    |
| Ingram, Donavan         | ENGL       | RC    |
| Iraheta, Rene           | SPAN       | RC    |
| Jamison, Annie-Rose     | ENGL       | RC    |
| Janzen, Marybeth        | EH         | RC    |
| Jaramillo, George       | GS         | RC    |
| Jetton, Brian           | ART        | RC    |
| Johnson, Neal           | POLSCI     | RC    |
| Johnson, Patricia       | HLTH       | R.OFF |
| Julin, Patty            | MUS        | RC    |
| Kamerin, Kim            | MUS        | RC    |
| Keen, Rodney            | ENGL       | RC    |
| Klinder, Marsha         | MUS        | RC    |
| Komaki, Derek           | ESL        | RC    |
| Krause, Edward          | GEOG       | RC    |
| Kron, Terri             | DA         | RC    |
| Kryder, Paul            | MATH       | RC    |
| Kurtti, Nadine          | EH         | RC    |
| Lasalle, Kelly          | ENGL       | RC    |
| LaSalle, Ryan           | ENGL       | RC    |
| Launer, Linda           | HLTH       | RC    |
| Lawrence, Gerald        | ENGL       | RC    |
| Lawrence, James         | ASL        | RC    |
| Lee, Yer                | COUNS      | RC    |

|                          |             |    |
|--------------------------|-------------|----|
| Leone, Elizabeth         | ESL         | RC |
| Lieberman, Lisa          | ESL         | RC |
| Lillyman, George         | ENGL        | RC |
| Lindquist, Sheila        | BIOL        | RC |
| Lingo, Cheryl            | OT          | RC |
| Lopez, Frank             | ENGL        | RC |
| Luera, Kristina          | CHDEV       | RC |
| Lusk, Susan              | EDUC        | RC |
| Marin-Duran, Ruby        | GS          | RC |
| Matli, Rebecca           | LIBRARIAN   | RC |
| McCain, Donald           | MFGT        | RC |
| McDowell, Michael        | ART         | RC |
| Mendez, AnnMarie         | GS          | RC |
| Meredith, Diane Michelle | CHDEV       | RC |
| Miller, Katy             | AG          | RC |
| Miller, Randall          | HIST        | RC |
| Miller, Tamara           | OT          | RC |
| Monk, Irene              | PE          | RC |
| Montanez, Sheryl         | IS          | RC |
| Moran, Donna             | LIBRARIAN   | RC |
| Moreno, Maria            | ESL         | RC |
| Morgan, Chris            | ART         | RC |
| Morgan, Jordan           | ENGL        | RC |
| Morris, Stephanie        | FN          | RC |
| Naito, Michael           | CHEM        | RC |
| Painter, Lisa            | ASL         | RC |
| Pickrell, Susie          | ENGL        | RC |
| Pirl, David              | ART         | RC |
| Preston, Alan            | CHEM        | RC |
| Ragan, Jeffrey           | ENGL        | RC |
| Rempel, Denise           | ENGL        | RC |
| Richman, Andrew          | TUTOR       | RC |
| Richmond, Linda          | ART         | RC |
| Rodriguez, Ernest        | ASSTC       | RC |
| Rodriguez, Julie         | CHEM        | RC |
| Rola, Alfredo            | IS, OT      | RC |
| Rudy, Kathleen           | COUNS, SPST | RC |
| Ruiz, Fausto             | SPAN        | RC |
| Russo, Joe               | COTR        | RC |
| Ruth, Corinna            | ENGL        | RC |
| Scrivner, Richard        | COTR        | RC |
| Sheffield, Kimberly      | ENGL        | RC |
| Sheldon, Jackson         | COTR        | RC |
| Siebert, Merle           | MATH        | RC |
| Smith, Samuel            | POLSCI      | RC |
| Smith, Teresa            | IS, OT      | RC |

|                     |             |    |
|---------------------|-------------|----|
| Smoljan, David      | EH          | RC |
| Soares, Merlyn      | ART         | RC |
| Solomon, Lisa       | HIST        | RC |
| Spicci, Bryon       | BIOL        | RC |
| Spomer, Christopher | COUNS, GS   | RC |
| Stark, Denise       | ESL         | RC |
| Stone, Wendy        | AS          | RC |
| Tebeau, Sarah       | ENGL        | RC |
| Thompson, James     | SPEECH      | RC |
| Tindall, George     | MATH        | RC |
| Trimble, Samara     | DEVSER      | RC |
| Trinidad, Cecil     | COORD       | RC |
| Unruh, Jean         | BIOL        | RC |
| Unruh, Leah         | JOURN       | RC |
| Valdez, Esmeralda   | ESL         | RC |
| Valdez, Rosalva     | COUNS, SPST | RC |
| Valencia, Veronica  | DA          | RC |
| Vарner, Dudley      | ANTHRO      | RC |
| Vawter, Elena       | ESL         | RC |
| Wade, Eric          | MFGT        | RC |
| Welk, Randy         | STAT        | RC |
| Westphal, Carrie    | ESL         | RC |
| Wiens, Cathleen     | PSY         | RC |
| Yager, Michael      | AGNR        | RC |

REEDLEY COLLEGE SOUTH CENTERS  
 ADJUNCT FACULTY  
 FALL 2004

DINUBA

|                  |       |    |
|------------------|-------|----|
| Angel, Patricia  | CHDEV | DI |
| Chung, Hwei-Ling | ESL   | DI |
| Henke, Jayne     | ENGL  | DI |
| Kaur, Rajwant    | MATH  | DI |
| Launer, Linda    | HLTH  | DI |
| Snyder, Rebecca  | ENGL  | DI |
| Ueno, Junko      | ESL   | DI |
| White, Lois      | ENGL  | DI |

FOWLER

|                          |       |    |
|--------------------------|-------|----|
| Morgan, Chris            | ART   | FO |
| Solomon, Lisa            | HIST  | FO |
| Johnson, Morten          | HLTH  | KG |
| Meredith, Diane Michelle | CHDEV | KG |
| Renteria, Sergio         | MATH  | KG |
| Stephens, Martin         | ENGL  | KG |

PARLIER

|               |      |    |
|---------------|------|----|
| Chalepah, Jan | ENGL | PA |
|---------------|------|----|

SANGER

|                   |        |    |
|-------------------|--------|----|
| Gutierrez, Henry  | COORD  |    |
| Hale, Vicki       | COORD  |    |
| Attashian, Tina   | MATH   | SA |
| Baker, Gregory    | SPEECH | SA |
| Cisneros, Amparo  | SPAN   | SA |
| Ellis, Lloyd      | MUS    | SA |
| Espindula, Roger  | MATH   | SA |
| Froese, Ron       | HIST   | SA |
| Hopson, Carolyn   | HLTH   | SA |
| Montanez, Sheryl  | IS     | SA |
| Montemayor, Noemi | ENGL   | SA |
| Patterson, Marc   | ART    | SA |
| Petty, Jonathon   | PHIL   | SA |
| Potter, Gary      | BIOL   | SA |
| Shaw, Betty       | ASL    | SA |
| Solomon, Lisa     | POLSCI | SA |
| Yohn, Robert      | EDUC   | SA |

SELMA

|                 |       |    |
|-----------------|-------|----|
| Angel, Patricia | CHDEV | SE |
|-----------------|-------|----|

|                   |        |    |
|-------------------|--------|----|
| Baker, Gregory    | SPEECH | SE |
| Bennetts, Carol   | ENGL   | SE |
| Cehrs, David      | GEOL   | SE |
| Cisneros, Amparo  | SPAN   | SE |
| Flores, Robyn     | PSY    | SE |
| Johnson, Morten   | HLTH   | SE |
| Kenney, Judith    | ENGL   | SE |
| Krause, Edward    | GEOG   | SE |
| Miller, Randall   | HIST   | SE |
| Mitchell, Russell | MATH   | SE |
| Nielsen, Willard  | SOC    | SE |
| Patterson, Marc   | ART    | SE |
| Potter, Gary      | BIOL   | SE |
| Reindl, Michelle  | MATH   | SE |
| Slebiss, Natasha  | FN     | SE |
| Smith, Samuel     | POLSCI | SE |
| Bills, Shannon    | ENGL   | SS |

REEDLEY COLLEGE NORTH CENTERS  
 ADJUNCT FACULTY  
 FALL 2004

CLOVIS

|                     |            |    |
|---------------------|------------|----|
| Atencio, David      | IS         | CC |
| Austin, Ruth        | SOC        | CC |
| Avera, Joshua       | SPEECH     | CC |
| Bandy, Beth         | CJ         | CC |
| Bates, Robert       | PHIL       | CC |
| Birrell, Jameson    | MATH       | CC |
| Boyer, Nathan       | HIST       | CC |
| Brown, Corvin       | ENGL       | CC |
| Bull, Yolanda       | ENGL       | CC |
| Burdick, Jeffrey    | ENGL       | CC |
| Burke, Laura        | ENGL       | CC |
| Burns, Timothy      | SCI        | CC |
| Cantrell, Lydia     | PE         | CC |
| Catron, Keith       | ASL        | CC |
| Catron, Lisa        | ASL        | CC |
| Clements, Dennis    | HIST       | CC |
| Cusak, Sandra       | ENGL       | CC |
| Daher, Brandon      | ENGL       | CC |
| Dawe, David         | BIOL       | CC |
| Driggers, Dennis    | HIST       | CC |
| Edwards, Don        | MATH       | CC |
| Eichmann, Kelly     | HLTH       | CC |
| Elberg, Steven      | POLSCI     | CC |
| Esquivel, James     | MATH       | CC |
| Fiorentino, Janet   | BA, POLSCI | CC |
| Freedman, Marcia    | CHDEV      | CC |
| Friedland, Steven   | POLSCI     | CC |
| Fritz, Tommy        | MATH       | CC |
| Gillespie, Jennifer | GEOG       | CC |
| Gong, Douglas       | MATH       | CC |
| Gonzalez, Nora      | SPAN       | CC |
| Grahlman, Margaret  | CHDEV      | CC |
| Hail, Steven        | ENGL       | CC |
| Hendrixson, Jan     | BIOL       | CC |
| Herling, Rosamond   | CHDEV      | CC |
| Hughes, Deborah     | CHDEV      | CC |
| Humphrey, Patrick   | SPEECH     | CC |
| Hunter, Patricia    | ART        | CC |
| Ingvaldson, Gary    | MATH       | CC |
| Ishigaki, Teresa    | ENGL       | CC |
| Kasaian, John       | ENGL       | CC |



|                         |        |    |
|-------------------------|--------|----|
| Lane, Denise            | ENGL   | CC |
| Lionvale, Thomas        | HLTH   | CC |
| Lorton, Nalla           | MATH   | CC |
| Louie, Christopher      | CHEM   | CC |
| Luna, Alicia            | SPAN   | CC |
| Luna, Frank             | HIST   | CC |
| Major, Alma             | CHDEV  | CC |
| Malang, Sharon          | CHDEV  | CC |
| Maskovich, Joseph       | CJ     | CC |
| McDonald, Travis        | MATH   | CC |
| McGaugh, Carolyn        | MUS    | CC |
| McKay, Michael          | IS     | CC |
| Moore, Vernon           | GEOL   | CC |
| Morgan, Kathy           | PSY    | CC |
| Mullins, Michael        | ART    | CC |
| Musselman, Robert       | MATH   | CC |
| Navo, Matthew           | EDUC   | CC |
| Newton, Robert          | COTR   | CC |
| Olson, Leonard          | PHIL   | CC |
| Oraze, Roger            | MATH   | CC |
| Orozco-Molina, Jose     | SPAN   | CC |
| Panagopoulos, Raymond   | COTR   | CC |
| Partoviamin, Soheil     | IS     | CC |
| Pattanumotana, Master   | ECON   | CC |
| Petrillose, Charles     | MKTG   | CC |
| Pochwatka, Alina        | ART    | CC |
| Pranzo, Mary            | ECON   | CC |
| Price, Michael          | BA     | CC |
| Pruett, Andrea          | FN     | CC |
| Ray, Michael            | CHEM   | CC |
| Roberson, Daniel        | SPEECH | CC |
| Rumney, Jeffrey         | BIOL   | CC |
| Sanwo, Melanie          | ENGL   | CC |
| Schaff, Raymond         | IS     | CC |
| Schwartz-Casey, Jenifer | ENGL   | CC |
| Sheehan, Amanda         | STAT   | CC |
| Sheridan, Travis        | BA     | CC |
| Sparrow, Courtney       | SPEECH | CC |
| Stannard, Michael       | PHIL   | CC |
| Stevens, Janice         | ENGL   | CC |
| Tangen, Kimberly        | PSY    | CC |
| Tannen, Jeffrey         | ENGL   | CC |
| Tayar, Walid            | MATH   | CC |
| Vargas, Joe             | ART    | CC |
| Varner, Dudley          | ANTHRO | CC |
| Voelz, Daniel           | GEOG   | CC |

|                    |        |    |
|--------------------|--------|----|
| Wallace, Gina      | POLSCI | CC |
| Weatherly, Michael | MATH   | CC |
| White, William     | BA     | CC |
| Youdelman, Nancy   | ART    | CC |
| Young, Carri       | HLTH   | CC |

KERMAN

|                     |      |    |
|---------------------|------|----|
| Nance, Steven       | MUS  | KE |
| Pendergrass, Robert | IS   | KE |
| Schlotthauer, Kay   | MATH | KE |
| Sousa, Daniel       | PE   | KE |

MADERA

|                     |            |    |
|---------------------|------------|----|
| Atencio, David      | IS         | MC |
| Austin, Ruth        | SOC        | MC |
| Benitez, Debbie     | MATH       | MC |
| Boone, Carmelita    | ENGL       | MC |
| Bryan, James        | MATH       | MC |
| Burns, Timothy      | CHEM       | MC |
| Chartier, Florence  | CHDEV      | MC |
| Clark, Julie        | MATH       | MC |
| Da Silva, Alfredo   | BIOL       | MC |
| Delfin, Lynda       | LVN        | MC |
| Dent, Stephen       | ART        | MC |
| Druley, Deborah     | ENGL       | MC |
| Dunne, Donnalee     | ART        | MC |
| Durbin, Randy       | HLTH, PE   | MC |
| Elrich Hansen, Erin | ART        | MC |
| Espana, Teresa      | ART        | MC |
| Farmer, Tiffany     | MATH       | MC |
| Fjellbo, Janet      | GS         | MC |
| Flores, Heather     | PSY        | MC |
| Gail, Tim           | MATH       | MC |
| Gatkin, Natalie     | LVN        | MC |
| Gillespie, Velda    | FN, HLTH   | MC |
| Gischel, Diane      | EDUC       | MC |
| Hernandez, Efren    | ECON       | MC |
| Hoskinson, Liana    | MATH       | MC |
| Kidd, Billie        | COTR       | MC |
| Leech, Stephen      | ENGL       | MC |
| Lilley, Araceli     | HIST       | MC |
| Lionvale, Thomas    | HLTH, PE   | MC |
| Loheide, Dinah      | GS         | MC |
| Luna, Alicia        | SPAN       | MC |
| Martinez, Jesus     | SPAN       | MC |
| Massey, Garry       | BIOL, CHEM | MC |

|                     |          |    |
|---------------------|----------|----|
| McClelland, Angela  | BIOL     | MC |
| McGaugh, Carolyn    | MUS      | MC |
| Mikow, Marilyn      | CHDEV    | MC |
| Montgomery, Kenneth | ENGL     | MC |
| Munsell, Kathleen   | PSY      | MC |
| Neal, Carla         | CHDEV    | MC |
| Newton, Michael     | SPEECH   | MC |
| Nielsen, Willard    | SOC      | MC |
| Oldfield, Narda     | CHDEV    | MC |
| Ortega, Ruben       | DEVSER   | MC |
| Patton, Michelle    | ENGL     | MC |
| Petrillose, Charles | IS, MKTG | MC |
| Pietrowski, Mary    | LVN      | MC |
| Schaff, Raymond     | IS       | MC |
| Scott, Judith       | SPEECH   | MC |
| Sheridan, Mary      | CHDEV    | MC |
| Sheridan, Travis    | BA       | MC |
| Sousa, Daniel       | PE       | MC |
| Spangler, Matthew   | BA       | MC |
| Stannard, Michael   | PHIL     | MC |
| Steadmon, Mark      | CJ       | MC |
| Taylor, Bradford    | BA       | MC |
| Ward, Aimee         | ASL      | MC |
| Willet, Cherelyn    | ENGL     | MC |

OAKHURST

|                      |              |    |
|----------------------|--------------|----|
| Ahrabian, Carol      | SPAN         | OC |
| Austin, Brian        | POLSCI       | OC |
| Bopp, Diane          | ART          | OC |
| Bubbel, Tami         | DEVSER       | OC |
| Freedman, Marcia     | CHDEV, PSY   | OC |
| Gorski, Elizabeth    | COTR, SPEECH | OC |
| Hammerling, Harry    | IS           | OC |
| Humphrey, Patrick    | SPEECH       | OC |
| Larsen, Daniel       | IS           | OC |
| Leitz, Gary          | MATH, PE     | OC |
| Lieb Townsend, Emily | GEOG         | OC |
| Lloyd, Stephanie     | CHDEV        | OC |
| Loweberg, Donald     | MATH         | OC |
| Meinhoff, Michael    | COTR, ENGL   | OC |
| Meinhoff, Sharon     | PHIL         | OC |
| Nemeth, Louise       | ENGL         | OC |
| Pesetski, Larry      | HIST         | OC |
| Petrillose, Charles  | MKTG         | OC |
| Rich, George         | MATH         | OC |
| Sheridan, Travis     | BA           | OC |

|                   |            |    |
|-------------------|------------|----|
| Somerville, John  | HLTH, PE   | OC |
| Springer, Timothy | HIST       | OC |
| Srinivasan, Gita  | ECON       | OC |
| Wallo, Jan        | FN         | OC |
| Ward, Aimee       | ASL        | OC |
| Wilhite, Brian    | ART, PHOTO | OC |
| Willy, W. Edward  | CHEM, MATH | OC |

**Reedley College  
Student Services Division**

**Part-Time Counselors/Guidance Studies  
(Fall 2004)**

**Name**

George Alvarado  
Adrian Beltran  
Ryan Blodgett  
Chuck Cekola  
Robert Cordova  
Susana Garcia  
Alexandra Gonzales  
Sandie Hermosillo  
Blanca Hernandez  
Kristine Hodges  
George Jaramillo  
Yer Lee  
Ruby Marin-Duran  
Stacy McArron  
Ana Marie Mendez  
Andrew Richman  
Kathleen Rudy  
Chris Spomer  
Rosalva Valdez

**NORTH CENTERS  
PART-TIME COUNSELORS  
FALL 2004**

Augie Caldera  
Maria Ensminger  
Alexandra Gonzales  
Dennis Gregory  
Vickiey Martinez  
Lupe Ramirez  
Michael Rodriguez

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

PRESENTED TO BOARD OF TRUSTEES

DATE: October 5, 2004

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SUBJECT: Consideration to Approve New Full-Time  
Groundskeeper II Position and Part-Time  
General Utility Worker, Madera Center

ITEM NO. 04-184

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EXHIBIT: None

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Background:

The Madera Center is in need of two additional positions: a full-time Groundskeeper II and a part-time General Utility Worker. These positions are needed based on the recent completion of the new academic village which added 60,000 square feet of building area and 13 acres of hardscape and landscape. The funding for the Groundskeeper II position is included in the District Operations budget, and the General Utility Worker position is included in the Madera Center budget.

Recommendation:

It is recommended that the Board of Trustees approve a full-time Groundskeeper II position and a part-time General Utility Worker position at the Madera Center effective October 6, 2004.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: October 5, 2004

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SUBJECT: Consideration to Approve Revised Police Officer Duties and Responsibilities      ITEM NO.      04-185

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EXHIBIT:      None

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Background:

Three State Center Community College District Police Officers brought forward a reclassification request to the Personnel Commission. The Personnel Commission denied the reclassification request but recommended the duties in question be included in the SCCCDCD Police Officer classification. The administration agrees and is recommending these duties, performed by SCCCDCD Police Officers, be included in the Police Officer classification. The recommended revision is in bold below:

Examples of Duties:

Duties include investigating criminal activity, apprehending law violators, controlling dangerous and violent persons, operating emergency vehicles within legal guidelines, conducting plant security inspections, assisting staff and public with directions, unlocking or jumpstarting vehicles, feeding and caring for guard dogs and investigating noncriminal incidents. **May be required to perform other duties such as field training officer, firearms and tactical weapons training, first aid and CPR training, background investigations, as well as other ~~may perform other~~ related duties as needed.**

Recommendation:

It is recommended that the Board of Trustees approve the revision to the job classification for SCCCDCD Police Officer as listed above.



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

PRESENTED TO BOARD OF TRUSTEES

DATE: October 5, 2004

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SUBJECT: Consideration to Approve Revised Board Policies    ITEM NO.    04-186  
          Regarding Conflict of Interest

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EXHIBIT:    Board Policy

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Background:

Board Policy 4340 and 9240 (in the reorganization of the District Board Policy these policies will be moving to another series and will become administrative regulations at that time) sets forth the individuals who are to be covered under the District's conflict of interest code per the Political Reform Act, Government Code Sections 8100 et. seq. The District's code was last amended in 2002. Revisions to the existing code are reflected on the Board Policy with a strike through. Additions to the code are reflected in bold print. There are three additional positions, the District Associate Dean - Human Resources, the Directors of Financial Aid at Fresno City College and Reedley College, and the Assistant College Business Manager in Madera. There is a title change for the Vocational Training Center to the Career and Technology Center. There is one deletion of the Associate Dean - Financial Aid, as this position was eliminated by Board action at the August 2004 meeting. These changes are considered non-substantive so this does not require posting or opening comments from the audience.

Category 1a employees disclose interest in real property.

Category 2 employees disclose investments in business positions, in business entities or income from sources which manufacture or sell food items, services...utilized by the administrative unit for which the designated employee has discretionary authority.

Category 3 employees shall disclose investments and business positions in business entities or income from sources which are contractors or subcontractors engaged in the performance of work or services of the type utilized by the administrative unit for which the designated employee has discretionary authority.

Category 4 employees disclose all investments, sources of income, as well as business positions in which the designated employee is a director, officer, partner, trustee, employee or holds any position of management.

Recommendation:

It is recommended that the Board of Trustees amend Board Policy 4340/9240 as stated above.

Conflict of Interest

The Political Reform Act, Government Code Sections 81000, et seq., requires state and local government agencies to adopt and promulgate Conflict of Interest Codes. The Fair Political Practices Commission has adopted a regulation, 2 California code of regulations section 18730, which can be incorporated by reference, and which may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act after public notice and hearings. Therefore, the terms of 2 California code of Regulations section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission, along with the following appendix section in which officials and employees are designated and disclosure categories are set forth, are hereby incorporated by reference and constitute the Conflict of Interest Code of this district.

Designated employees shall file statements of economic interests with the agency. Upon receipt of the statements, the district shall retain the original statements in the office of the vice chancellor-personnel.

**Appendix**Designated EmployeesDisclosure Categories

|                                     |       |
|-------------------------------------|-------|
| Members of the Governing Board      | 1a, 4 |
| Members of the Personnel Commission | 2, 3  |

District Office

|   |             |
|---|-------------|
| Chancellor  | 1a, 4       |
| Vice Chancellor, Finance & Administration               | 1a, 4       |
| Associate Vice Chancellor, Human Resources              | 1a, 4       |
| Vice Chancellor, Education Services & Planning          | 1a, 4       |
| General Counsel   | 1a, 4       |
| Executive Director, Public & Legislative Relations      | 2, 3        |
| Executive Director, Foundations                         | 2, 3        |
| Director, Management Information Systems                | 2, 3        |
| <b>District Associate Dean, Human Resources</b>         | <b>2, 3</b> |
| Director of Human Resources                             | 2, 3        |
| Director, Classified Personnel                          | 2, 3        |
| Director, Finance                                       | 1a, 4       |
| Director, Purchasing                                    | 2, 3        |
| Director of Grants & External Funding                   | 2, 3        |
| District Director of Disabled Students Program & Servs. | 2, 3        |
| Dean, Admissions & Records                              | 2, 3        |

**Conflict of Interest** (continued)

**Appendix** (continued)

| <u>Designated Employees</u> (continued)                              | <u>Disclosure Categories</u> (continued) |
|--|--|
| <del>Associate Dean Financial Aid</del>                              | <del>2</del>                             |
| Associate Vice Chancellor Business & Operations                      | 1a, 4                                    |
| <br><u>Fresno City College</u>                                       |  |
| President  | 1, 2, 3                                  |
| Dean of Instruction  | 2, 3                                     |
| Associate Deans of Instruction                                       | 2  |
| Associate Deans of Students  | 2  |
| Dean of Students   | 2, 3                                     |
| College Business Manager   | 2, 3                                     |
| Director of Grant Funded Education                                   | 2, 3                                     |
| Director of College Activities                                       | 2  |
| <b>Director of Financial Aid</b>                                     | <b>2</b>                                 |
| Athletic Director  | 2  |
| Bookstore Manager  | 2, 3                                     |
| Executive Director Training Institute                                | 2, 3                                     |
| Director, Extended Opportunities Programs & Services                 | 2  |
| <br><u>Reedley College</u>   |  |
| President  | 1, 2, 3                                  |
| College Business Manager   | 2, 3                                     |
| Dean of Instruction  | 2, 3                                     |
| Associate Deans of Instruction                                       | 2  |
| Dean of Students   | 2, 3                                     |
| Associate Deans of Students  | 2  |
| <b>Director of Financial Aid</b>                                     | <b>2</b>                                 |
| Accounting Supervisor  | 2, 3                                     |
| Athletic Director  | 2  |
| Bookstore Manager  | 2, 3                                     |
| Manager-Food Services  | 2, 3                                     |
| Director, Extended Opportunities Programs & Services                 | 2  |
| <br><u>Vocational Training Center Career &amp; Technology Center</u> |  |
| Director   | 1, 2, 3                                  |

**Conflict of Interest** (continued)

**Appendix** (continued)

North Centers

|   |             |
|---|-------------|
| Vice Chancellor North Centers             | 1a, 4       |
| Dean of Instruction & Student Services    | 2, 3        |
| Associate Dean of Instruction             | 2           |
| Associate Dean Student Services           | 2           |
| <b>Assistant College Business Manager</b> | <b>2, 3</b> |

Consultants\*

Disclosure Categories

Category 1

A designated employee assigned to this category shall disclose:

- a. Interest in real property.
- b. Investments in business positions in business entities or income from sources which engage in building construction or design.
- c. Investments in business positions in business entities or income from sources which engage in acquisition or disposal of real property.

Category 2

A designated employee assigned to this category shall disclose investments in business positions in business entities or income from sources which manufacture or sell food items, services, materials, commodities, supplies, books, machinery, vehicles or equipment of the type utilized by the administrative unit for which the designated employee has discretionary authority. The chancellor, vice chancellor-human resource, vice chancellor-finance and administration, vice chancellor-North Centers, or college president may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant=s duties and, based upon that description, a statement of the extent of disclosure requirements. The executive director=s or executive officer=s determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.

\* Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the code subject to the following limitation:

**Conflict of Interest** (continued)

**Appendix** (continued)

Category 3

A designated employee assigned to this category shall disclose investments and business positions in business entities or income from sources which are contractors or subcontractors engaged in the performance of work or services of the type utilized by the administrative unit for which the designated employee has discretionary authority.

Category 4

All investments, sources of income, as well as business positions in which the designated employee is a director, officer, partner, trustee, employee or holds any position of management

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

PRESENTED TO BOARD OF TRUSTEES

DATE: October 5, 2004

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SUBJECT: Study Abroad Program, Study French in Paris,  
Summer 2005

ITEM NO. 04-187

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EXHIBIT: None

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Background:

A new four-week study abroad program to Paris, France, has been developed and will commence during the summer of 2005. Participants will take French language classes and can earn up to six units of transferable credit. This program will serve our currently-enrolled students and will also benefit the local community.

The instructors who have been selected, pending Board approval, are Cynthia Elliott from the Clovis Center and Eve Taylor from Fresno City College. They will teach French classes in conjunction with the local language school.

School facilities, housing for students, and general promotion will be handled by a third-party provider. Travel arrangements will be coordinated by the Travel Shoppe. The instructors will organize the academic program, promote it districtwide, and teach and administer the program in Paris.

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

Recommendation:

It is recommended that the Board of Trustees: (1) approve the offering of this summer 2005 session in Paris, France, and (2) appoint Cynthia Elliott and Eve Taylor as instructors for the 2005 program.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: October 5, 2004

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SUBJECT: Study Abroad Program, the London Program,  
Summer 2005

ITEM NO. 04-188

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EXHIBIT: None

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Background:

The District is again planning a study abroad program to London, England, following the spring 2005 semester. Significant changes have been made to this program, which was formerly known as the English Legal System program. In order to market to a wider audience and have two instructors lead the program each year, a second field of study has been added to the program. During the 2005 program, participants can choose to study either the English Legal System or Psychology. This will be a two-week program, and participants will earn 3-5 units of transferable credit.

Travel arrangements, housing and general promotion will be handled by CAPA (Centers for Academic Programs Abroad). Bill Bertolani, Fresno City College criminology instructor, will again teach the legal system field of study. Mark Harmon, Clovis Center psychology instructor, has been selected to co-lead the 2005 program, and will teach psychology—personal and social adjustment. Both instructors will organize their respective academic programs, promote them districtwide, and teach and administer the program in London.

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

Recommendation:

It is recommended that the Board of Trustees: (1) approve the offering of the Summer 2005 program in London, England; and (2) approve Bill Bertolani and Mark Harmon as instructors for the 2005 program.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: October 5, 2004

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SUBJECT: Study Abroad Program, Study Spanish in Spain,  
Summer 2005

ITEM NO. 04-189

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EXHIBIT: None

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Background:

The District is again planning a four-week study abroad program to Salamanca, Spain, during summer 2005. Participants will take Spanish language classes and can earn up to five units of transferable credit. This program will serve our currently-enrolled students and also benefit the local community.

The instructors who have been selected, pending Board approval, are Nereyda Garza-Lozano from Fresno City College and Karen Hammer from the Clovis Center. They will teach Spanish classes in conjunction with the Colegio Delibes language school.

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

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

Recommendation:

It is recommended that the Board of Trustees: (1) approve the offering of the Summer 2005 session in Salamanca, Spain, and (2) appoint Nereyda Garza-Lozano and Karen Hammer as instructors for the 2005 program.



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

PRESENTED TO BOARD OF TRUSTEES

DATE: October 5, 2004

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SUBJECT: Consideration to Approve Out-of-State  
Travel, Theatre Arts Students, Fresno City  
College

ITEM NO. 04-190

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EXHIBIT: None

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Background:

Fresno City College is requesting Board approval for fifteen Theatre Arts students to travel to Ashland, Oregon, to participate in the Oregon Shakespeare Festival from October 21-24, 2004. The advisor accompanying the students will be Debra Shapazian. The students will be traveling at no cost to the District.

Recommendation:

It is recommended that the Board of Trustees approve out-of-state travel for fifteen Fresno City College Theatre Arts students to travel to Ashland, Oregon, to participate in the Oregon Shakespeare Festival from October 21-24, 2004, 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: October 5, 2004

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SUBJECT: Consideration to Approve Out-of-State Travel,  
Model United Nations Club Students,  
Fresno City College

ITEM NO. 04-191

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EXHIBIT: None

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Background:

Fresno City College is requesting Board approval for the Model United Nations Club to travel to Las Vegas, Nevada, from November 20-23, 2004, to participate in the Model United Nations competition. The advisor accompanying the students will be Dr. James Joseph. The students will be traveling at no cost to the District.

Recommendation:

It is recommended that the Board of Trustees approve out-of-state travel for the Fresno City College Model United Nations Club to travel to Las Vegas, Nevada, to participate in the Model United Nations competition to be held November 20-23, 2004, 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: October 5, 2004

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SUBJECT: Consideration to Adopt Revised Board  
Policy 3000 Series, General Information,  
and 4000 Series, Academic Affairs

ITEM NO. 04-192

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EXHIBIT: Board Policies

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Background

Many sections of our Board Policies have become outdated and no longer align closely with the Education Code. As we informed the Board in March 2003, we have undertaken to review and revise all Board Policies and Administrative Regulations. We are using a format recommended by the Community College League of California, which includes suggested wording to comply with all requirements of the law, as well as "best practices" as suggested by the League. As the Board Policies and Administrative Regulations are finalized, they will be made available on the District's web site.

The 3000 and 4000 Board Policy series are attached for your review and adoption. These revised Board Policies have been reviewed by the Chancellor's Cabinet and by Communications Council, including the Academic Senates. The Presidents have also reviewed them on the campuses.

Also attached is a table indicating the conversion from old policy numbers to the new numbers.

Recommendation:

It is recommended that the Board of Trustees approve Board Policy Series 3000, General Information, and 4000 Series, Academic Affairs, as presented.

## Chapter 3

| NEW SECTION   | OLD SECTION                |
|---|----------------------------|
| BP 3100 Organizational Structure  | 2000, 2100, 2110, 2121     |
| BP 3150 Code of Ethics – Administrators   | New                        |
| BP 3160 Definition of Incompatible Activities   | 4118.4                     |
| BP 3200 Accreditation   | New                        |
| BP 3250 Institutional Planning  | 2000, 3001 and New         |
| BP 3280 Grants  | New                        |
| BP 3300 Public Records  | 1340, AR 9320.1, 9330      |
| BP 3310 Records Retention and Destruction   | New                        |
| BP 3410 Nondiscrimination   | 4036                       |
| BP 3420 Equal Employment Opportunity  | 4011.1 (a-b), 4211.1 (a-g) |
| BP 3430 Prohibition of Harassment   | 4037, 4038, 5109           |
| BP 3500 Campus Safety   | AR 4041 (a-b) and New      |
| BP 3510 Workplace Violence Plan   | New                        |
| BP 3515 Reporting of Crimes   | AR 4041 (a-b)              |
| BP 3518 Child Abuse Reporting   | New                        |
| BP 3520 Local Law Enforcement   | New                        |
| BP 3530 Weapons on Campus   | New                        |
| BP 3540 Sexual and other Assaults on Campus   | New                        |
| BP 3550 Drug Free Environment and Drug Prevention Program                                     | 4040, AR 4040 and New      |
| BP 3555 Drug and Alcohol Random Testing (Omnibus Transportation Employee Testing Act of 1991) | 4040.1                     |
| BP 3560 Alcoholic Beverages   | New                        |
| BP 3600 Auxiliary Organizations   | New                        |
| BP 3710 Intellectual Property and Copyright   | New                        |
| BP 3720 Computer Use  | AR 2235 (a-e)              |
| BP 3810 Claims Against the District   | New                        |
| BP 3820 Gifts   | 1230                       |

## Chapter 3 General Institution

### Policies:

|         |   |
|---------|---|
| BP 3100 | Organizational Structure  |
| BP 3150 | Code of Ethics - Administrators   |
| BP 3160 | Definition of Incompatible Activities   |
| BP 3200 | Accreditation   |
| BP 3250 | Institutional Planning  |
| BP 3280 | Grants  |
| BP 3300 | Public Records  |
| BP 3310 | Records Retention and Destruction   |
| BP 3410 | Nondiscrimination   |
| BP 3420 | Equal Employment Opportunity  |
| BP 3430 | Prohibition of Harassment   |
| BP 3500 | Campus Safety   |
| BP 3510 | Workplace Violence Plan   |
| BP 3515 | Reporting of Crimes   |
| BP 3518 | Child Abuse Reporting   |
| BP 3520 | Local Law Enforcement   |
| BP 3530 | Weapons on Campus   |
| BP 3540 | Sexual and other Assaults on Campus   |
| BP 3550 | Drug Free Environment and Drug Prevention Program                                     |
| BP 3555 | Drug and Alcohol Random Testing (Omnibus Transportation Employee Testing Act of 1991) |
| BP 3560 | Alcoholic Beverages   |
| BP 3600 | Auxiliary Organizations   |
| BP 3710 | Intellectual Property and Copyright   |
| BP 3720 | Computer Use  |
| BP 3810 | Claims Against the District   |
| BP 3820 | Gifts   |

BP 3100      Organizational Structure

The Chancellor shall establish organizational charts that delineate the lines of responsibility and fix the general duties of employees within the District. The Chancellor shall provide for Academic Senate involvement.

See Administrative Regulation: 3100

Reference:    Education Code 72400

Adopted by the governing board: June 8, 1978

Revised:

Charts Revised: (DO) 9/1985; (FCC) 9/4/84; (RC) 1/85

### A Definition of Ethics

Ethical behavior is often defined as “right or “good” behavior as measured against commonly accepted rules of conduct for a society or for a profession. The ethical person is often described in absolute terms as one who is fair, honest, straightforward, trustworthy, dispassionate and unprejudiced. If, however, one is inconsistently fair or honest, one loses credibility and is perceived to be unethical. The ethical person must be conspicuously consistent in the exercise of integrity to sustain the credibility that is an expectation of office.

### Importance of Ethics

The credibility of college administrators depends upon whether they are perceived as honest men and women. If integrity contributes to credibility, then ethical behavior is a singular prerequisite to successful management. When people are convinced that public institutions are administered by honest individuals, questions of credibility and demands for public accountability rarely arise.

Statements of ethical standards do not necessarily ensure ethical behavior. Yet public statements of intent surely create an expectation that public officials will indeed act with integrity in the public interest.

### Expectations for Ethical Behavior

Administrators of community colleges shall be committed to the principles of honesty and equity. They shall not seek to abridge for any purpose the freedoms of faculty, staff and students. At the same time, they shall not willingly permit the right and privileges of any members of the college community to override the best interests of the public served by the college.

As appointed managers of the college community, administrators shall exercise judgments that are dispassionate, fair, consistent and equitable. They shall exhibit openness and reliability in what they say and do as leaders. They shall confront issues and people without prejudice. They shall do everything they can to demonstrate a commitment to excellence in education and without compromise to the principles of ethical behavior.

See Administrative Regulation: 3150

Reference: ACCCA Statement of Ethics

Adopted by the governing board:

BP 3160      Definition of Incompatible Activities

The following employments, activities, or enterprises have been determined to be inconsistent and incompatible with district policy and administrative regulations on duties of district academic personnel:

1.      Use of district time, facilities, equipment, and supplies at any time for any purpose other than the performance of official business.
2.      Performance for compensation other than district salary of any service for any person or public or private agency if such person or agency performs any action which is subject to review, recommendation, or approval by the employee or any of the employee's subordinates.
3.      Performance for compensation other than district salary at any time of any service which the employee's duties require him/her to render.
4.      Acceptance of any obligations which would prevent the employee from carrying out the responsibilities for which he/she is employed.
5.      Engaging in any employment, activity or enterprise which is clearly inconsistent, incompatible, or in conflict with, or inimical to, the employee's duties or the welfare of the colleges of the district.
6.      Willful violation of any policy and regulations of the district or any lawful administrative directive.
7.      Soliciting or receiving from any student on campus directly or indirectly any assessment, subscription, contribution, or political service.
8.      Engaging in any political activities while on duty.

Reference:      Education Code section 7056; Government Code sections 1126, 8314

Adopted by the governing board  
Revised:

June 8, 1978  
January 1984, June 4, 1996



BP 3200      Accreditation

The Chancellor shall ensure the District complies with the accreditation process and standards of the Accrediting Commission of Community and Junior Colleges and of other District programs that seek special accreditation. The Chancellor shall provide for Academic Senate involvement.

The Chancellor shall keep the Board informed of approved accrediting organizations and the status of accreditations.

The Chancellor shall ensure that the Board is involved in any accreditation process in which Board participation is required.

The Chancellor shall provide the Board with a summary of any accreditation report and any actions taken or to be taken in response to recommendations in an accreditation report.

See Administrative Regulation:

Reference:    Accreditation Eligibility Requirement 20, Standard IV.B.1.i

Adopted by the governing board:

BP 3250      Institutional Planning

The Chancellor shall ensure that the District has and implements a broad-based comprehensive, systematic and integrated system of planning that involves appropriate segments of the college community and is supported by institutional effectiveness research.

The planning system shall include plans required by law, including, but not limited to:

- Long range educational or academic master plan
- Facilities plan
- Faculty and staff diversity plan
- Student equity plan
- Matriculation
- Transfer Center
- Cooperative Work Experience
- EOPS

The Chancellor shall submit those plans for which Board approval is required by Title 5 to the Board.

The Chancellor shall inform the Board about the status of planning and the various plans.

The Chancellor shall ensure the Board has an opportunity to assist in developing the general institutional mission and goals for the comprehensive plans.

See Administrative Regulation:

Reference:    Accreditation Standard I.B;  
Title 5, Sections 51008, 51010, 51027, 53003, 54220, 55250, 55400 et seq., 55510, 56270 et seq.

Adopted by the governing board:    April 2, 1985



BP 3300      Public Records

Administrative regulations shall be established for records management, including access by the public that comply with the requirements of the California Public Records Act.

See Administrative Regulation:

Reference:      Government Code Sections 6250, et seq.

Adopted by the governing board      June 8, 1978  
Revised:                                      October 10, 1978

BP 3310      Records Retention and Destruction

Administrative regulations shall be established to assure the retention and destruction of all District records, including but not limited to student records, employment records and financial records that comply with Title 5.

See Administrative Regulation:

Reference:    Title 5, Sections 59020, et seq.

Adopted by the governing board:

BP 3410      Nondiscrimination

The District is committed to equal opportunity in educational programs, employment, and all access to institutional programs and activities.

The District, and each individual who represents the District, shall provide access to its services, classes, and programs without regard to national origin, religion, age, sex (gender), race, color, medical condition, ancestry, sexual orientation, marital status, physical or mental disability, or because he or she is perceived to have one or more of the foregoing characteristics.

Administrative regulations shall be established that ensure all members of the college community can present complaints regarding alleged violations of this policy and have their complaints heard in accordance with the Title 5 regulations and those of other agencies that administer state and federal laws regarding nondiscrimination. The regulations shall provide for Academic Senate involvement.

No District funds shall ever be used for membership, or for any participation involving financial payment or contribution on behalf of the District or any individual employed by or associated with it, to any private organization whose membership practices are discriminatory on the basis of national origin, religion, age, sex (gender), race, color, medical condition, ancestry, sexual orientation, marital status, physical or mental disability, or because someone is perceived to have one or more of the foregoing characteristics.

See Administrative Regulation:

Reference:      Education Code Sections 66250, et seq., 72010, et seq.; Title 5, Sections 53000, et seq.; Government Code 12940, et seq.

Adopted by the governing board:      July 21, 1994

Revised:                                      March 17, 1996; June 25, 1996; May 5, 1997; February 1, 2000

BP 3420      Equal Employment Opportunity

The Board supports the intent set forth by the California Legislature to assure that effort is made to build a community in which opportunity is equalized, and community colleges foster a climate of acceptance, with the inclusion of faculty and staff from a wide variety of backgrounds. It agrees that diversity in the academic environment fosters cultural awareness, mutual understanding and respect, harmony and respect, and suitable role models for all students. The Board therefore commits itself to promote the total realization of equal employment through a continuing equal employment opportunity program.

The Chancellor shall develop, for review and adoption by the Board, a plan for equal employment opportunity that complies with the Education Code and Title 5 requirements as from time to time modified or clarified by judicial interpretation.

See Administrative Regulation:

Reference:      Education Code Sections 87100, et seq. Title 5, Section 53000, et seq.

|                                |   |
|--------------------------------|---|
| Adopted by the governing board | June 8, 1978  |
| Revised:                       | April 8, 1980, September 4, 1984, January 15, 1985,<br>September 3, 1985, March 5, 1991 |
| Re-Adopted:                    | June 25, 1996   |

All forms of harassment are contrary to basic standards of conduct between individuals and are prohibited by state and federal law, as well as this policy, and will not be tolerated. The District is committed to providing an academic and work environment that respects the dignity of individuals and groups. The District shall be free of sexual harassment and all forms of sexual intimidation and exploitation. It shall also be free of other unlawful harassment, including that which is based on any of the following statuses: national origin, religion, age, sex (gender), race, color, medical condition, ancestry, sexual orientation, marital status, physical or mental disability, or because he or she is perceived to have one or more of the foregoing characteristics.

The District seeks to foster an environment in which all employees and students feel free to report incidents of harassment without fear of retaliation or reprisal. Therefore, the District also strictly prohibits retaliation against any individual for filing a complaint of harassment or for participating in a harassment investigation. Such conduct is illegal and constitutes a violation of this policy. All allegations of retaliation will be swiftly and thoroughly investigated. If the District determines that retaliation has occurred, it will take all reasonable steps within its power to stop such conduct. Individuals who engage in retaliatory conduct are subject to disciplinary action, up to and including termination or expulsion.

Any student or employee who believes that he or she has been harassed or retaliated against in violation of this policy should immediately report such incidents by following the regulations described in AR 3435. Supervisors are mandated to report all incidents of harassment and retaliation that come to their attention.

This policy applies to all aspects of the academic environment, including but not limited to classroom conditions, grades, academic standing, employment opportunities, scholarships, recommendations, disciplinary actions, and participation in any community college activity. In addition, this policy applies to all terms and conditions of employment, including but not limited to hiring, placement, promotion, disciplinary action, layoff, recall, transfer, leave of absence, training opportunities and compensation.

To this end the Chancellor shall ensure that the institution undertakes educational activities to counter discrimination and to prevent, minimize and/or eliminate any hostile environment that impairs access to equal education opportunity or impacts the terms and conditions of employment.

Administrative regulations shall be established that define harassment on campus. The Chancellor shall further establish regulations for employees, students, and other members of the campus community that provide for the investigation and resolution of complaints regarding harassment and discrimination, and regulations for students to resolve complaints of harassment and discrimination. All participants are protected from retaliatory acts by the District, its employees, students, and agents. The regulations shall provide for Academic Senate involvement.



BP 3430 Prohibition of Harassment (cont'd)

This policy and related written regulations shall be widely published and publicized to administrators, faculty, staff, and students, particularly when they are new to the institution. They shall be available for students and employees in all administrative offices.

Employees who violate the policy and regulations may be subject to disciplinary action up to and including termination. Students who violate this policy and related regulations may be subject to disciplinary measures up to and including expulsion.

See Administrative Regulation:

Reference: Education Code Sections 212.5; 66252; 66281.5; Title VII of the Civil Rights Act of 1964, 42 U.S.C.A. § 2000e.

Adopted by the governing board: December 6, 1983, September 4, 1984, January 15, 1985

Re-Adopted: June 25, 1996

Revised: February 1, 2000

BP 3500      Campus Safety

The Board is committed to a safe and secure District work and learning environment. To that end, a campus safety plan shall be established and made available to students. The campus safety plan shall include availability and location of security personnel, methods for summoning assistance of security personnel, any special safeguards that have been established, any actions taken in the preceding 18 months to increase safety, and any changes in safety precautions to be made during the next 24 months.

See Administrative Regulation:

Reference:    Education Code 67380(a)(4)

Adopted by the governing board:

BP 3510      Workplace Violence Plan

The Board is committed to providing a District work and learning environment that is free of violence and the threat of violence. The Board's priority is the effective handling of critical workplace violence incidents, including those dealing with actual or potential violence.

Administrative regulations shall be established to ensure that employees are informed regarding what actions will be considered violent acts, and requiring any employee who is the victim of any violent conduct in the workplace, or is a witness to violent conduct to report the incident, and that employees are informed that there will be no retaliation for such reporting.

See Administrative Regulation:

Reference:      Cal/OSHA: Labor Code §§ 6300 et seq; 8 Cal. Code Regs. § 3203; "Workplace Violence Safety Act of 1994" (Code of Civil Procedure § 527.8 and Penal Code §§ 273.6 and 12021)

Adopted by the governing board:

BP 3515      Reporting of Crimes

The Chancellor shall assure that, as required by law, reports are prepared of all occurrences reported to campus police and arrests for crimes committed on campus that involve violence, hate violence, theft or destruction of property, illegal drugs, or alcohol intoxication. The Chancellor shall further assure that required reports of non-criminal acts of hate violence are prepared. Such reports shall be made available as required by law.

See Administrative Regulation:

Reference:      Education Code Section 67380

Adopted by the governing board:

### 3518 Child Abuse Reporting

Administrative regulations shall be established relative to the responsibility of employees, with the scope of employment or in their professional capacity, to report suspected abuse and neglect of children. The regulations shall provide for Academic Senate involvement.

See Administrative Regulation:

Reference: Penal Code sections 261, 264.1, 273a, 273d, 285, 286, 288, 288a, 289, 647a, 11164, 11174.3; Welfare and Institutions Code sections 300, 318, 600; Family Code sections 7802, 7907, 7808, 7820 - 7829, 7890, 7892

Adopted by the governing board:

BP 3520      Local Law Enforcement

Each campus and center of the district shall enter into a written agreement with local law enforcement agencies. The agreement shall clarify operational responsibilities for investigations of Part I violent crimes, defined by law as willful homicide, forcible rape, robbery, and aggravated assault, occurring at each location.

The written agreement shall designate which law enforcement agency shall have operational responsibility for violent crimes and delineate the specific geographical boundaries of each agency's operational responsibility, including maps as necessary.

The written agreements required by this policy shall be public records and shall be made available for inspection by members of the public upon request.

See Administrative Regulation:

Reference:      Education Code Section 67381

Adopted by the governing board:

BP 3530      Weapons on Campus

Firearms or other weapons shall be prohibited on any college or District center or in any facility of the District except for activities conducted under the direction of District officials or as authorized by an official law enforcement agency.

See Administrative Regulation:

Reference:    Penal Code Section 626.7

Adopted by the governing board:    June 29, 1982, September 1984  
Re-adopted:                                January 13, 1998

BP 3540 Sexual and Other Assaults on Campus

Any sexual assault or physical abuse, including, but not limited to, rape, as defined by California law, whether committed by an employee, student, or member of the public, that occurs on District property, is a violation of District policies and regulations, and is subject to all applicable punishment, including criminal regulations and employee or student discipline regulations. Students, faculty, and staff who may be victims of sexual and other assaults shall be treated with dignity and provided comprehensive assistance. Administrative regulations shall be established to ensure that students, faculty, and staff who are victims of sexual and other assaults receive appropriate information and treatment. The regulations for sexual assaults shall meet the criteria contained in Education Code section 67385 and 34 C.F.R. § 668.46.

See Administrative Regulation:

Reference: Education Code Section 67385; the Jeanne Clery Disclosure of Campus Security Policy and Campus Criminal Statistics Act; 34 C.F.R. § 668.46(b)(11)

Adopted by the governing board:



BP 3550 Drug Free Environment and Drug Prevention Program

The District shall be free from all drugs and from the unlawful possession, use or distribution of illicit drugs and alcohol by students and employees.

The unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in all facilities under the control and use of the District.

Any student or employee who violates this policy will be subject to disciplinary action, which may include referral to an appropriate rehabilitation program, suspension, demotion, expulsion or dismissal.

The Chancellor shall assure that the District distributes annually to each student the information required by the Drug-Free Schools and Communities Act Amendments of 1989 and complies with other requirements of the Act.

See Administrative Regulation:

Reference: Drug Free Schools and Communities Act, 20 U.S.C. Section 1145g and 34 C.F.R. Section 86.1 et seq.; Drug Free Workplace Act of 1988, 41 U.S.C. Section 702

Adopted by the governing board: May 2, 1989  
Re-adopted: June 25, 1996

BP 3555      Drug and Alcohol Random Testing (Omnibus Transportation Employee Testing Act of 1991)

The State Center Community College District will comply with the Omnibus Transportation Employee Testing Act of 1991. The Omnibus Act requires alcohol and drug testing of all safety-sensitive employees who possess Commercial Drivers Licenses and operate commercial motor vehicles.

Adopted by the governing board:      December 5, 1995

BP 3560      Alcoholic Beverages

The Chancellor is authorized to enact regulations as appropriate and permitted by law regarding serving alcoholic beverages on campus or at fund-raising events held to benefit non-profit corporations. Alcoholic beverages shall not be served on campus except in accordance with these regulations.

See Administrative Regulation:

Reference:    Business and Professions Code Section 25608

Adopted by the governing board:    June 29, 1982, September 1984  
Re-adopted:                                January 13, 1998

BP 3600      Auxiliary Organizations

The Board may recognize and approve auxiliary organizations established for the purpose of providing to the District any and all supportive services, specialized programs and functions identified in Title 5.

Administrative regulations shall be established to fully comply with California law relating to auxiliary organizations, and to submit this policy and those regulations to the Chancellor for the California Community Colleges as required by law. At a minimum, the regulations shall address the subjects required by Title 5.

Recognition and establishment of auxiliary organizations shall include a public hearing on the recommendation to recognize or establish an auxiliary organization; Board approval of the auxiliary organization; and approval of a written agreement between the District and the auxiliary organization describing the services, programs or functions to be performed. All such written agreements shall comply fully with the requirements of Title 5, Section 59257(j).

Any auxiliary organization recognized by the Board shall conduct its business in accordance with established administrative regulations pursuant to this policy. Notwithstanding anything contained in the administrative regulations, any auxiliary organization recognized by the Board shall comply with Education Code provisions regarding:

- the composition of a board of directors and the way in which it conducts its meetings;
- conducting an annual audit;
- employing its work force;
- expending and appropriating its funds, and keeping its records.

No funds or resources, other than funds or resources derived from gifts or bequests, shall be transferred by the District to any of its auxiliary organizations for the purpose of either avoiding laws or regulations that constrain community college districts or providing the District with an unfair advantage with respect to any state funding mechanism. Such state funding mechanisms include, but are not limited to, general apportionment funding, capital outlay funding, Extended Opportunity Programs and Services funding, and funding for programs and services for disabled students.

See Administrative Regulation:

Reference:      Education Code Sections 72670, et seq.; Title 5, Sections 59250, et seq.

Adopted by the governing board:

BP 3710 Intellectual Property and Copyright

The Chancellor is directed to develop appropriate administrative regulations to implement the provisions of the Education Code that authorize the securing of copyrights in the name of the District to all copyrightable works developed by the District.

Administrative regulations shall be established to assure that the District may use, sell, give or exchange published materials and may license materials prepared by the District in connection with its curricular and special services.

In the development of these regulations, the Chancellor shall solicit the input of the proper representatives of the college community in accordance with the District's policies regarding shared local decision-making.

See Administrative Regulation:

Reference: Education Code Sections 72207, 81459

Adopted by the governing board:

BP 3720      Computer Use

Employees and students who use District computers and networks and the information they contain, and related resources have a responsibility not to abuse those resources and to respect the rights of others. Administrative regulations shall be established that provide guidelines to students and staff for the appropriate use of information technologies. The regulations shall include that users must respect software copyrights and licenses, respect the integrity of computer-based information resources, refrain from seeking to gain unauthorized access, and respect the rights of other computer users.

See Administrative Regulation:

Adopted by the governing board:

BP 3810      Claims Against the District

Any claims against the District for money or damages, which are not governed by any other statutes or regulations expressly relating thereto, shall be presented and acted upon in accordance with Title I, Division 3.6, Part 3, Chapter 1 (commencing with Section 900) and Chapter 2 (commencing with Section 910) of the California Government Code.

Claims must be presented according to this policy and related regulations as a prerequisite to filing suit against the District.

Claims that are subject to the requirements of this policy include, but are not limited to, the following:

- Claims by public entities: claims by the state or by a state department or agency or by another public entity.
- Claims for fees, wages and allowances: claims for fees, salaries or wages, mileage, or other expenses and allowances.

The designated place for service of claims, lawsuits or other types of legal process upon the District is:

Office of the General Counsel,  
State Center Community College District  
1525 East Weldon Avenue  
Fresno, California 93704

See Administrative Regulation:

Reference:    Education Code Section 72502; Government Code Sections 900 et seq.; 910

Adopted by the governing board:

BP 3820      Gifts

The Board shall consider all gifts, donations and bequests made to the District. The Board reserves the right to refuse to accept any gift which does not contribute toward the goals of the District, or the ownership of which would have the potential to deplete resources of the District.

The District shall assume no responsibility for appraising the value of gifts made to the District. Acceptance of a gift shall not be considered endorsement by the District of a product, enterprise or entity.

In no event shall the District accept a donation from any donor who engages in practices or policies which discriminate against any person on the basis of national origin, religion, age, sex (gender), race, color, medical condition, ancestry, sexual orientation, marital status, physical or mental disability, or because he or she is perceived to have one or more of the foregoing characteristics; or when the stated purposes of the donation are to facilitate such discrimination in providing educational opportunity.

See Administrative Regulation:

Reference:      Education Code Section 72122

Adopted by the governing board:      June 8, 1978  
Revised:    January 10, 1984

Revised 9/21/04



## Chapter 4

| NEW SECTION  | OLD SECTION        |
|--|--------------------|
| BP 4010 Academic Calendar  | New                |
| BP 4020 Program and Curriculum Development                                 | 6132, AR 6133.1    |
| BP 4025 Philosophy and Criteria for Associate Degree and General Education | 6131.1             |
| BP 4030 Academic Freedom   | 4118.2, 4118.3     |
| BP 4040 Library Services   | 6152, 6152.1       |
| BP 4050 Articulation   | 6111.3             |
| BP 4060 Delineation of Functions Agreements                                | New                |
| BP 4070 Auditing and Auditing Fees   | New                |
| BP 4100 Graduation Requirements for Degrees and Certificates               | 5222 (a-c), 6131.1 |
| BP 4110 Honorary Degrees   | New                |
| BP 4220 Standards of Scholarship   | 5200               |
| BP 4225 Course Repetition  | 5220 (a-b)         |
| BP 4230 Grading Symbols  | 5210 (a-d)         |
| BP 4235 Credit by Examination  | 6131.21            |
| BP 4240 Academic Renewal   | 5220 (a-b)         |
| BP 4250 Probation, Disqualification and Readmission                        | 5221 (a-c)         |
| BP 4260 Pre-requisites and Co-requisites                                   | 6200 (a-b)         |
| BP 4300 Field Trips and Excursions   | 6142               |
| BP 4400 Community Services Programs  | 1330 (a-e)         |

## Chapter 4 Academic Affairs

### Policies:

|         |  |
|---------|--|
| BP 4010 | Academic Calendar  |
| BP 4020 | Program and Curriculum Development                                 |
| BP 4025 | Philosophy and Criteria for Associate Degree and General Education |
| BP 4030 | Academic Freedom   |
| BP 4040 | Library Services   |
| BP 4050 | Articulation   |
| BP 4060 | Delineation of Functions Agreements                                |
| Bp 4070 | Auditing and Auditing Fees   |
| BP 4100 | Graduation Requirements for Degrees and Certificates               |
| BP 4110 | Honorary Degrees   |
| BP 4220 | Standards of Scholarship   |
| BP 4225 | Course Repetition  |
| BP 4230 | Grading Symbols  |
| BP 4235 | Credit by Examination  |
| BP 4240 | Academic Renewal   |
| BP 4250 | Probation, Disqualification and Readmission                        |
| BP 4260 | Pre-requisites and Co-requisites                                   |
| BP 4300 | Field Trips and Excursions   |
| BP 4400 | Community Services Programs  |

BP 4010      Academic Calendar

The Chancellor shall, in consultation with the appropriate groups, develop and submit to the Board for approval an academic calendar.

See Administrative Regulation:

Reference: Education Code Section 70902(b)(12)

Adopted by the governing board:

BP 4020      Program and Curriculum Development

The programs and curricula of the District shall be of high quality, relevant to community and student needs, and evaluated regularly to ensure quality and currency. To that end, regulations shall be established for the development and review of all curricular offerings, including their establishment, modification or discontinuance.

Furthermore, these regulations shall include:

- involvement of the faculty and Academic Senate in all processes;
- regular review and justification of programs and course descriptions;
- opportunities for training for persons involved in aspects of curriculum development.

The Board shall approve all new programs and program deletions.

New courses that are not part of an existing approved program and all new programs shall be submitted to the Office of the Chancellor for the California Community Colleges for approval as required.

See Administrative Regulation:

Reference: Education Code Section 70902(b); Title 5, Section 51022(a)

Adopted by the governing board: February 6, 1979

Revised: September 4, 1984, April 2, 1985, November 2, 1999



### Intellectual Freedom and Responsibility

Intellectual freedom is to be guarded as a basic right of all citizens in a free society. To this end, the colleges of the district are committed to free discussion and open inquiry in the pursuit of truth. It is recognized that freedom to think, to read, to speak and to question is necessary to the development of an informed citizenry. This freedom shall be integral to the philosophy of this district and is guaranteed to all staff and students.

For each faculty member, intellectual freedom is both a right and a responsibility. As a right, it guarantees the instructor freedom to interpret personal findings and to communicate the conclusions without being subjected to interference, molestation, or penalty because the conclusions are at variance with those of other persons. As a responsibility, it carries the obligation to study, to investigate, to present, to discuss and to interpret fairly and objectively facts and ideas related to the instructor's assignments and to avoid teaching material which has no relation to the subject.

Since human knowledge is limited and changeable, the instructor will acknowledge the facts on which controversial views are based and show respect for opinions held by others. While striving to avoid bias, the instructor will cite the evidence available and present the conclusions to which the instructor believes this evidence points without limiting the freedom of the student to express and defend the students own views and beliefs. With the understanding that the student must also respect the rights of others, the student shall have the freedom to question and differ without jeopardy to the student's scholastic standing.

The college faculty member is a citizen, a member of a learned profession, and an employee of an educational institution. As a person of learning and an educational employee, the faculty member should remember that the public judges the profession and the institution by his/her utterances. Hence, the faculty member should at all times be accurate, should show respect for the opinions of others, and should make every effort to indicate that he/she is not an institutional spokesperson.

To insure these principles of intellectual freedom for this district's colleges, the administration and the board, as the governing body of the district, will demonstrate their support by actively working toward a climate which will foster this freedom. Such participation will extend to the point of defending and supporting any tenured or non-tenured faculty member who, while maintaining the high standards of the profession, finds personal freedom of expression unfairly attacked or curtailed.

### Freedom of Speech, Political Activities

The governing board recognizes the right of any employee of the district to take or refrain from taking a stand on any political issue and to support or oppose any issue or candidate. In

BP 4030 Academic Freedom (cont'd)

accordance with the Education Code, such activities must be conducted on the employee's own time. The employee will exercise reasonable care to show that he/she is acting in his/her capacity as a private citizen. Nothing in this policy shall prevent:

1. The discussion and study of political, social, and moral issues when such discussion and study are appropriate to the subject matter of a course.
2. The conducting of student and employee elections and campaigning connected therewith.

See Administrative Regulation:

Reference: Title 5, Section 51023; Accreditation Standard 2.2

Adopted by the governing board: June 8, 1978  
Revised: October 13, 1982, January 1984  
Re-adopted: June 4, 1996





BP 4050      Articulation

Administrative regulations shall be established that assure appropriate articulation of the District's educational programs with proximate high schools and baccalaureate institutions. The regulations shall provide for Academic Senate involvement.

The regulations also may support articulation with institutions, including other community colleges and those that are not geographically proximate but that are advantageous for partnership with the District.

See Administrative Regulation:

Reference: Title 5, Section 51022(b).

Adopted by the governing board:      February 6, 1979  
Revised:                                      April 2, 1985, August 1985, November 2, 1999

BP 4060      Delineation of Functions Agreements

Whenever a mutual agreement with a school district or other educational entity relating to responsibility for noncredit continuing education programs is required by state law, the Chancellor shall present an appropriate memorandum of understanding to the Board for approval.

See Administrative Regulation:

Reference: Education Code Sections 8535; 8536

Adopted by the governing board:

BP 4070 Auditing and Auditing Fees

The District does not permit students to audit courses.

Adopted by the governing board:

BP 4100      Graduation Requirements for Degrees and Certificates

The District grants the degrees of Associate in Arts and Associate in Science to those students who have completed the subject requirements for graduation and who have maintained a 2.0 average in subjects attempted. Students must also complete the general education residency and competency requirements set forth in Title 5 regulations.

Students may be awarded a Certificate of Achievement upon successful completion of courses of study or curriculum for which the District offers a certificate. The District has certificate programs that upgrade and develop occupational and vocational proficiency.

Administrative regulations shall be established to determine degree and certificate requirements and to assure that graduation requirements are published in the district's catalog(s) and included in other resources that are convenient for students. The regulations shall provide for Academic Senate involvement.

See Administrative Regulation:

Reference: Education Code Section 70902(b)(3); Title 5, Sections 55800, et seq.

Adopted by the governing board:      June 8, 1978, February 7, 1984  
Re-adopted:                                      January 13, 1998

BP 4110      Honorary Degrees

Honorary degrees may be awarded at commencement or some other equally appropriate time. The Board must approve the names of persons receiving honorary degrees.

Administrative regulations shall establish criteria for the awarding of honorary degrees. The regulations shall provide for Academic Senate involvement.

See Administrative Regulation:

Reference: Education Code Section 72122

Adopted by the governing board:

BP 4220      Standards of Scholarship

Administrative regulations shall establish standards of scholarship consistent with the provisions of Title 5, Sections 55750, et seq. and Board policy.

These regulations shall address: grading practices, academic record symbols, grade point average, credit by examination, academic and progress probation, academic and progress dismissal, academic renewal, course repetition, limits on remedial coursework, and grade changes. The regulations shall provide for Academic Senate involvement.

See Administrative Regulation:

Reference: Education Code Section 70902(b)(3); Title 5, Sections 55750, et seq.

Adopted by the governing board:      January 6, 1981, June 25, 1991  
Re-adopted:                                      January 13, 1998

BP 4225 Course Repetition

Students may repeat a course in which substandard grades (less than "C") were earned.

When course repetition occurs, the permanent academic record shall be annotated in such a manner that all work remains legible, insuring a true and complete academic history.

Under special circumstances, students may repeat courses in which a C or better grade was earned. The special circumstances are defined in administrative regulations. The regulations shall provide for Academic Senate involvement.

See Administrative Regulation:

Reference: Title 5, Sections 55761-55765

Adopted by the governing board: June 8, 1978, March 5, 1996  
Re-adopted: January 13, 1998

BP 4230      Grading Symbols

Courses shall be graded using the grading system established by Title 5.

The grading system shall be published in the college catalog(s) and made available to students. Administrative regulations shall be established to provide for Academic Senate involvement.

See Administrative Regulation:

Reference: Title 5, Section 55758

Adopted by the governing board:      January 6, 1981, June 25, 1991  
Re-adopted:                                      January 13, 1998





BP 4240      Academic Renewal

Previously recorded substandard academic performance may be disregarded if it is not reflective of a student's demonstrated ability. Administrative regulations shall be established that provide for academic renewal. The regulations shall provide for Academic Senate involvement.

See Administrative Regulation:

Reference: Title 5, Section 55764

Adopted by the governing board:      June 8, 1978, March 5, 1996  
Re-adopted:                                      January 13, 1998

### Probation

A student shall be placed on academic probation if he or she has attempted a minimum of 12 semester units of work and has a grade point average of less than a "C" (2.0).

A student shall be placed on progress probation if he or she has enrolled in a total of at least 12 semester units and the percentage of all units in which the student has enrolled, for which entries of "W," "I" and "NC" were recorded reaches or exceeds fifty percent.

A student who is placed on probation may submit an appeal in accordance with administrative regulations to be established. The regulations shall provide for Academic Senate involvement.

A student on academic probation shall be removed from probation when the student's accumulated grade point average is 2.0 or higher. A student on progress probation shall be removed from probation when the percentage of units in the categories of "W," "I" and "NC" drops below fifty percent.

### Dismissal

A student who is on academic probation shall be subject to dismissal if the student has earned a cumulative grade point average of less than 1.75 in all units attempted in each of three (3) consecutive semesters.

A student who is on progress probation shall be subject to dismissal if the cumulative percentage of units in which the student has been enrolled for which entries of "W," "I" and "NC" are recorded in at least three (3) consecutive semesters reaches or exceeds fifty percent.

A student who is subject to dismissal may submit a written appeal in compliance with administrative regulations. Dismissal may be postponed and the student continued on probation if the student provides evidence of extenuating circumstances or shows significant improvement in academic achievement.

### Readmission

A student who has been dismissed may petition for reinstatement after one semester has elapsed. Readmission may be granted, denied or postponed according to criteria contained in administrative regulations.

BP 4250 Probation, Disqualification and Readmission (cont'd)

Administrative regulations shall be developed for the implementation of this policy that complies with the Title 5 requirements. The regulations shall provide for Academic Senate involvement.

See Administrative Regulation:

Reference: Education Code Section 70902(b)(3); Title 5, Section 55754, 55755, 55756,  
55759, 55764

Adopted by the governing board: June 8, 1978, June 18, 1985  
Re-adopted: January 13, 1998





BP 4400      Community Services Programs

The District shall maintain a community services program that consists of classes in civic, vocational, literacy, health, homemaking, technical and general education, including but not limited to classes in the fields of music, drama, art, handicraft, science, literature, nature study, nature contacting, aquatic sports and athletics.

The community services program shall be designed to contribute to the physical, mental, moral, economic or civic development of the individuals or groups enrolled in it.

Community services classes shall be open for admission of adults and minors who can benefit from the programs.

No General Fund monies may be expended to establish or maintain community services classes. Students involved in community services classes shall be charged a fee not to exceed the cost of maintaining the classes. Classes may also be offered for remuneration by contract or with contributions or donations of individuals or groups.

See Administrative Regulation:

Reference: Education Code Section 78300

Adopted by the governing board:      June 8, 1978  
Revised:    September 5, 1978, May 5, 1981

Revised 9/21/04

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

PRESENTED TO BOARD OF TRUSTEES

DATE: October 5, 2004

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SUBJECT: Review of District Warrants and Checks

ITEM NO. 04-193

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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 August 31, 2004, to September 30, 2004, in the amount of \$11,091,836.27.

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 August 27, 2004, to September 24, 2004, in the amount of \$1,379,754.14.



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

PRESENTED TO BOARD OF TRUSTEES

DATE: October 5, 2004

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SUBJECT: Consideration to Accept Maintenance Project,  
LAN/WAN IV Room Modifications,  
Fresno City College

ITEM NO. 04-194

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EXHIBIT: None

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Background:

The project for LAN/WAN IV Room 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 LAN/WAN IV Room Modifications, Fresno City College; and
- b) authorize the Chancellor or his 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: October 5, 2004

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SUBJECT: Consideration to Approve Voluntary  
Payroll Deduction

ITEM NO. 04-195

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EXHIBIT: None

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Background:

The Board approved a list of voluntary payroll deductions for 2004-05. The District believes it is prudent to include the IRC Section 529 on the list of approved voluntary deductions. IRC Section 529 allows a college savings plan to be created specifically to help people accumulate money to pay higher-education costs. Although this is not a pre-tax deferral plan, it does allow for tax-deferred earnings on the plan when withdrawn as authorized by the code.

Recommendation:

It is recommended that the Board of Trustees include the IRC Section 529 plan on the approved list of voluntary payroll deductions for 2004-05.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: October 5, 2004

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SUBJECT:    Consideration to Authorize Agreement with                    ITEM NO. 04-196  
              the California Community Colleges Chancellor's  
              Office for VTEA Statewide Advisory Committee  
              for Agriculture and Natural Resources, Reedley College

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EXHIBIT:    None

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Background:

The District has recently received notice from the California Community Colleges Chancellor's Office of an award of funding for the renewal of an Agriculture and Natural Resources Statewide Advisory Committee funded through the Vocational and Technical Education Act. Funding in the amount of \$38,000 has been awarded for meeting expenses, as well as support staff, to continue the Statewide Advisory Committee to act as a platform for developing policy recommendations that will aid in the formulation of the VTEA State Plan. The emphasis of the task force shall be in the areas of agriculture and natural resources, identifying collaborative working relationships and activities, which will serve to enhance the relevance of these vocational education programs to the workplace.

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

Recommendation:

It is recommended that the Board of Trustees:

- a)     authorize an Agreement with the California Community Colleges Chancellor's Office to coordinate and participate in a VTEA-funded Agriculture and Natural Resources Advisory Committee with funding in the amount of \$38,000 for the period July 1, 2004, through June 30, 2005; and
  
- b)     authorize the Chancellor or Vice Chancellor, Finance and Administration, 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: October 5, 2004

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SUBJECT: Consideration of Bids, Painting Project,  
Madera Center

ITEM NO. 04-197

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EXHIBIT: None

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Background:

Bid #0405-07 provides for the painting of light poles and metal canopies at the Madera Center campus. The work of this project consists of surface preparation, priming and painting of light poles at the parking lot completed in the first Madera construction phase as well as the metal canopies at the Student Services building. This project was necessitated by the deteriorating condition of the painted surfaces on the existing light poles and canopies.

Funding for this project will be provided by 2004-05 Decision Package Funds. The engineer's estimate for this project is \$15,000.00. Bids were received from four (4) contractors as follows:

| <u>Bidder</u>                      | <u>Award Amount</u> |
|------------------------------------|---------------------|
| <b>William B. Saleh Company</b>    | <b>\$ 13,729.00</b> |
| Nelson Painting, Inc.              | \$ 18,860.00        |
| Douglas Dean Painting & Decorating | \$ 23,840.00        |
| Randy Thompson Painting, Inc.      | \$ 25,640.00        |

Fiscal Impact:

\$ 13,729.00 – 2004-05 Decision Package Funds

Recommendation:

It is recommended that the Board of Trustees award Bid #0405-07 in the amount of \$13,729.00 to William B. Saleh Company, the lowest responsible bidder for the Painting Project at Madera Center, and authorize the Chancellor or 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: October 5, 2004

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SUBJECT: Consideration to Adopt Resolution  
Authorizing Inter-fund Transfer

ITEM NO. 04-198

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EXHIBIT: Resolution

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Background:

The approved 2004-05 budget includes an allocation for budget transfers from the General Fund to the Capital Projects Fund. The transfers listed below total \$600,000 and consist of the District's contributions for Scheduled Maintenance & Repair of \$350,000 and Parking Lot Revenues for parking maintenance of \$250,000. In order to properly account for the inter-fund transfer of monies between funds, the California Education Code requires a Resolution authorizing said transfer. The Resolution provides direction for the Fresno County Office of Education to complete an inter-fund transfer as follows:

| <u>From</u>  | <u>To</u>             | <u>Amount</u>    | <u>Purpose</u>                     |
|--------------|-----------------------|------------------|------------------------------------|
| General Fund | Capital Projects Fund | \$350,000        | Scheduled Maint. &<br>Repair Match |
| General Fund | Capital Projects Fund | <u>\$250,000</u> | Parking Lot Rehab.                 |
| Total        |                       | \$600,000        |                                    |

Recommendation:

It is recommended that the Board of Trustees:

- a) approve Resolution No. 04-198 authorizing an inter-fund transfer in the amount of \$600,000 from the General Fund to the Capital Projects Fund; and
- b) authorize filing said Resolution with the Fresno County Office of Education.

RESOLUTION NO. 04-198

AUTHORIZING INTER-FUND TRANSFER

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

WHEREAS, in order to maintain consistent accounting practices, it will be necessary to transfer \$600,000 from the General Fund to the Capital Projects Fund;

NOW, THEREFORE, BE IT RESOLVED that Resolution No. 04-198 be approved transferring \$600,000 from the General Fund to the Capital Projects Fund.

\* \* \* \* \*

The foregoing Resolution was adopted upon motion of Trustee \_\_\_\_\_, and seconded by Trustee \_\_\_\_\_, at a regular meeting of the Board of Trustees of the State Center Community College District on this 5th day of October, 2004, by the following vote, to wit:

AYES:

NOES:

ABSENT:

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Isabel Barreras, Secretary, Board of Trustees  
State Center Community College District