

AGENDA
Regular Meeting
BOARD OF TRUSTEES
STATE CENTER COMMUNITY COLLEGE DISTRICT
1525 E. Weldon Avenue, Fresno, CA 93704
4:30 p.m., July 3, 2012

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. INTRODUCTION OF GUESTS
- IV. APPROVAL OF MINUTES, Meetings of May 30, 2012; May 31, 2012; June 1, 2012; June 2, 2012; and June 5, 2012
- V. DELEGATIONS, PETITIONS AND COMMUNICATIONS [see footnote]
- VI. REPORTS AND PRESENTATIONS
 - A. Presidents' Reports Tony Cantu, FCC
Mitjl Capet, RC
Deborah Ikeda, WI
 - B. Chancellor's Report Deborah G. Blue
 - C. 2012-13 Budget Update Ed Eng
 - D. Retirement Board (GASB) Update Ed Eng
 - E. Facilities Master Plan Update Brian Speece
 - F. Reed Avenue Realignment Update Brian Speece
- VII. CONSIDERATION OF CONSENT AGENDA [12-20HR through 12-24HR]
[12-50G through 12-61G]
- VIII. HUMAN RESOURCES
- IX. GENERAL
 - A. Consideration to Adopt the 2012-2016 SCCC
Strategic Plan [12-53] Robert Fox

- B. Consideration to Authorize Submittal of 2014-2018 Five-year Construction Plan and Priority Projects [12-54] Brian Speece
 - C. Consideration to Authorize Submittal of Initial Project Proposal, Math Science Building Modernization and Addition, Fresno City College [12-55] Brian Speece
 - D. Consideration to Authorize Submittal of Initial Project Proposal, Life Science Building Modernization and Addition, Reedley College [12-56] Brian Speece
 - E. Consideration to Authorize Submittal of Initial Project Proposal, Applied Technology Building, Willow International Community College Center [12-57] Brian Speece
 - F. Consideration to Authorize Submittal of Initial Project Proposal, Academic Village 1 Addition, Madera Center [12-58] Brian Speece
 - G. Consideration to Approve Agreements for Charter Bus Transportation and Vehicle Rentals, Districtwide [12-59] Brian Speece
 - H. Consideration of Bids, Technology Infrastructure Upgrade, Reedley College [12-60] Brian Speece
- X. REPORTS OF BOARD MEMBERS
- XI. FUTURE AGENDA ITEMS
- XII. DELEGATIONS, PETITIONS AND COMMUNICATIONS [see footnote]
- XIII. CLOSED SESSION
- A. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE, Pursuant to Government Code Section 54957
 - B. CONFERENCE WITH LABOR NEGOTIATOR [SCFT Full-Time Bargaining Unit; SCFT Part-Time Bargaining Unit, California School Employees Association Bargaining Unit, and SCCC Peace Officers Association]; Diane Clerou, Pursuant to Government Code Section 54957.6
 - C. CONFERENCE WITH LABOR NEGOTIATOR [Unrepresented Employees: Management and Confidential Employees]; Deborah G. Blue, Pursuant to Government Code Section 54957

- D. CONFERENCE WITH LABOR NEGOTIATOR [Unrepresented Employees: Chancellor; Vice Chancellor of Finance and Administration; Vice Chancellor of Educational Services and Institutional Effectiveness; College Presidents; Campus President]; Deborah G. Blue, Pursuant to Government Code Section 54957
- E. PUBLIC EMPLOYMENT, Pursuant to Government Code Section 54957
 - 1. Director of State Center Consortium and Special Projects
 - 2. Dean of Instruction, Reedley College
 - 3. Interim Vice President of Instruction and Student Services, Willow International Community College Center
 - 4. Interim Dean of Students, Willow International Community College Center

XIV. OPEN SESSION

- A. Consideration of Salary Adjustment for Unrepresented Employees: Management and Confidential [12-61] Diane Clerou
- B. Consideration to Authorize New Employment Contracts for Unrepresented Employees: Chancellor; Vice Chancellor of Finance and Administration; Vice Chancellor of Educational Services and Institutional Effectiveness; College President, Fresno City College; College President, Reedley College; Campus President, Willow International Community College Center [12-62] Diane Clerou
- C. Consideration to Appoint Director of State Center Consortium and Special Projects [12-63] Diane Clerou
- D. Consideration to Appoint Dean of Instruction, Reedley College [12-64] Diane Clerou
- E. Consideration to Appoint Interim Vice President of Instruction and Student Services, Willow International Community College Center [12-65] Diane Clerou
- F. Consideration to Appoint Interim Dean of Students, Willow International Community College Center [12-66] Diane Clerou

XV. ADJOURNMENT

All supporting documents/materials pertaining to the open session agenda of a regular meeting are available for public inspection by contacting the office of the chancellor during the office hours of 8:00 a.m. to 5:00 p.m., Monday-Friday, at (559) 244-5902. 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 Nina Acosta, executive secretary to the chancellor, 1525 E. Weldon Avenue, Fresno, CA 93704, (559) 244-5902, 8:00 a.m. to 5:00 p.m., Monday- Friday, at least 48 hours before the meeting.

The board chairperson, under Board Policy 2350, has set a limit of three minutes each for those who wish to address the Board of Trustees. 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 going into closed session. Individuals wishing to address the Board should fill out a request form and file it with interim Associate Vice Chancellor–Human Resources Diane Clerou at the beginning of the meeting.

CONSENT AGENDA
BOARD OF TRUSTEES MEETING
July 3, 2012

HUMAN RESOURCES

1. Employment, Change of Status, Academic Personnel [12-20HR]
2. Employment, Change of Status, Resignation, and Retirement, Classified Personnel [12-21HR]
3. Consideration to Approve Vice Chancellor of Educational Services & Institutional Effectiveness Job Description [12-22HR]
4. Consideration to Approve Revised District Director of DSP&S Job Description [12-23HR]
5. Consideration to Approve Reduction in Vacant College Center Assistant Position #5045 from 12 Months to 10 Months, Willow International Community College Center [12-24HR]

GENERAL

6. Consideration to Approve District Memberships in Educational Organizations [12-50G]
7. Consideration to Approve the Madera County School Boards Association Executive Committee 2012-13 Proposed Budget [12-51G]
8. Review of District Warrants and Checks [12-52G]
9. Consideration to Authorize Signatories for Orders and Registers [12-53G]
10. Consideration to Adopt Resolution Authorizing Agreement with the Commission on Peace Officer Standards and Training, Fresno City College [12-54G]
11. Consideration to Adopt Resolution Authorizing Agreement with California Department of Education for Child and Adult Care Food Program Elective and Mandatory Training, Fresno City College [12-55G]
12. Consideration to Adopt Resolution Authorizing Agreement with California Department of Education for Child and Adult Care Food Program Healthy and Active Preschoolers Website, Fresno City College [12-56G]

Consent Agenda
July 3, 2012

13. Consideration to Accept Grant, U.S. Department of Education Upward Bound Program, Fresno City College [12-57G]
14. Consideration to Accept Grants, U.S. Department of Education Upward Bound Program, Reedley College [12-58G]
15. Consideration to Accept Grant, U.S. Department of Education Upward Bound Program, Madera Center [12-59G]
16. Consideration to Approve Agreement for Intrusion Detection and Access Control System, Old Administration Building, Fresno City College [12-60G]
17. Consideration of Bids, Landscape and Grading Improvement, Euless Park, Fresno City College [12-61G]

Unapproved MINUTES OF MEETING OF
BOARD OF TRUSTEES
STATE CENTER COMMUNITY COLLEGE DISTRICT
May 30, 2012

Call to Order	A special meeting of the Board of Trustees of the State Center Community College District was called to order by President Ron Feaver at 5:30 p.m., March 30, 2012, at the Marriott Springhill Suites, 6844 N. Fresno Street, Fresno, California.
Trustees Present	H. Ronald Feaver, President William J. Smith, Vice President Isabel Barreras Ronald H. Nishinaka Patrick E. Patterson Dorothy Smith Absent: Richard Caglia, Secretary Also present were: Deborah G. Blue, Chancellor, SCCC Randy Rowe, Assoc. Vice Chancellor – Human Resources, SCCC
Delegations, Petitions, and Communications	None
Closed Session	Mr. Feaver stated that in closed session the Board would be discussing: A. PUBLIC EMPLOYEE EMPLOYEMENT, Pursuant to Government Code Section, 54957; 1. Campus President, Willow International Community College Center Mr. Feaver called a recess at 5:31 p.m.
Open Session	The Board moved into open session at 6:30 p.m.
Report of Closed Session	Mr. Feaver stated there was no action to report from closed session.

Adjournment

The meeting was adjourned at 6:31 p.m. by the unanimous consent of the Board.

Richard Caglia
Secretary, Board of Trustees
State Center Community College District

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Unapproved MINUTES OF MEETING OF
BOARD OF TRUSTEES
STATE CENTER COMMUNITY COLLEGE DISTRICT
May 31, 2012

Call to Order	A special meeting of the Board of Trustees of the State Center Community College District was called to order by President Ron Feaver at 5:30 p.m., March 31, 2012, at the Marriott Springhill Suites, 6844 N. Fresno Street, Fresno, California.
Trustees Present	H. Ronald Feaver, President William J. Smith, Vice President Ronald H. Nishinaka Patrick E. Patterson Dorothy Smith Absent: Richard Caglia, Secretary Isabel Barreras Also present were: Deborah G. Blue, Chancellor, SCCC Randy Rowe, Assoc. Vice Chancellor – Human Resources, SCCC
Delegations, Petitions, and Communications	None
Closed Session	Mr. Feaver stated that in closed session the Board would be discussing: A. PUBLIC EMPLOYEE EMPLOYEMENT, Pursuant to Government Code Section, 54957; 1. Campus President, Willow International Community College Center Mr. Feaver called a recess at 5:31 p.m.
Open Session	The Board moved into open session at 6:31 p.m.
Report of Closed Session	Mr. Feaver stated there was no action to report from closed session.

Adjournment

The meeting was adjourned at 6:33 p.m. by the unanimous consent of the Board.

Richard Caglia
Secretary, Board of Trustees
State Center Community College District

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Unapproved MINUTES OF MEETING OF
BOARD OF TRUSTEES
STATE CENTER COMMUNITY COLLEGE DISTRICT
June 1, 2012

Call to Order	A special meeting of the Board of Trustees of the State Center Community College District was called to order by President Ron Feaver at 5:30 p.m., June 1, 2012, at the Marriott Springhill Suites, 6844 N. Fresno Street, Fresno, California.
Trustees Present	H. Ronald Feaver, President William J. Smith, Vice President Isabel Barreras Ronald H. Nishinaka Patrick E. Patterson Dorothy Smith Absent: Richard Caglia, Secretary Also present were: Deborah G. Blue, Chancellor, SCCC Randy Rowe, Assoc. Vice Chancellor – Human Resources, SCCC
Delegations, Petitions, and Communications	None
Closed Session	Mr. Feaver stated that in closed session the Board would be discussing: A. PUBLIC EMPLOYEE EMPLOYEMENT, Pursuant to Government Code Section, 54957; 1. Campus President, Willow International Community College Center Mr. Feaver called a recess at 5:32 p.m.
Open Session	The Board moved into open session at 8:29 p.m.
Report of Closed Session	Mr. Feaver stated there was no action to report from closed session.

Adjournment

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

Richard Caglia
Secretary, Board of Trustees
State Center Community College District

na

Unapproved MINUTES OF MEETING OF
BOARD OF TRUSTEES
STATE CENTER COMMUNITY COLLEGE DISTRICT
June 2, 2012

Call to Order	A special meeting of the Board of Trustees of the State Center Community College District was called to order by President Ron Feaver at 9:00 a.m., June 2, 2012, at the Clovis Center, 390 W. Fir Ave, Room 301, Clovis, California
Trustees Present	H. Ronald Feaver, President William J. Smith, Vice President Richard Caglia, Secretary Isabel Barreras Ronald H. Nishinaka Patrick E. Patterson Dorothy Smith Also present were: Deborah G. Blue, Chancellor, SCCC Dr. Pam Fisher, The Association of Community College Trustees (ACCT) Facilitator
Delegations, Petitions, and Communications	None
Old Business	None
Future Agenda Items	None
Delegations, Petitions, and Communications	None
Closed Session	Mr. Feaver stated that in closed session the Board would be discussing: A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION, Pursuant to Government Code Section, 54957; Chancellor Mr. Feaver called a recess at 9:05 a.m.

Report of Closed Session	Mr. Feaver stated there was no action to report from closed session.
Open Session	The Board moved into open session at 12:30 p.m.
Board Self- Assessment Workshop with Pam Fisher	The Board discussed communication protocols, policy vs. operations, and enforcement of board policies. Discussion of the Board's 2012-2013 goals was postponed.
Adjournment	The meeting was adjourned at 12:32 p.m. by the unanimous consent of the Board.

Richard Caglia
Secretary, Board of Trustees
State Center Community College District

na

(Unapproved) MINUTES OF MEETING OF
BOARD OF TRUSTEES
STATE CENTER COMMUNITY COLLEGE DISTRICT
June 5, 2012

Call to Order A regular meeting of the Board of Trustees of the State Center Community College District was called to order by President Ron Feaver at 4:30 p.m., June 5, 2012, in the District Office board room, 1525 E. Weldon Avenue, Fresno, California.

Trustees Present H. Ronald Feaver, President
William J. Smith, Vice President
Richard Caglia, Secretary (4:50 p.m.)
Isabel Barreras
Ronald H. Nishinaka
Patrick E. Patterson
Dorothy Smith

Introduction of Also present were:
Guests

Deborah G. Blue, Chancellor, SCCC
Ed Eng, Vice Chancellor Finance and Administration, SCCC
Tony Cantu, Interim President, Fresno City College
Mitjl Capet, President, Reedley College
Terry Kershaw, Vice Chancellor, North Centers
Robert Fox, Acting Assoc. Vice Chancellor, Workforce Dev. Ed.
Services, SCCC
Randy Rowe, Assoc. Vice Chancellor – Human Resources, SCCC
Nina Acosta, Executive Secretary to the Chancellor, SCCC

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

Lacy Barnes, SCFT, AFT 1533
Teresa Patterson, SCCC
Wil Schofield, SCCC
Susan Schmidt, FCC
Donna Berry, RC
Deborah Ikeda, NC
Lucy Ruiz, RC
Jennifer Johnson, FCC
Randall Vogt, SCCC
Larry Dickson, FCC/CSEA
Lori Cervantes
Jeff Ragan, RC

Presidents' Reports

Mr. Cantu reported on topics of interest from Fresno City College. Copies of the report were provided for the Board and interested attendees, and contained the following highlights:

- Dr. Oralia Puente, Class of 1968 and an expert on early childhood education, was this year's Distinguished Alumna and Commencement speaker on May 18.
- Biology instructor Carl Johansson organized and led an international team in search of the *Thermozodium esakii*, an extinct animal that has significant evolutionary implications. The results of the research will be published in a major international peer reviewed journal and will also be simultaneously released as a chapter in a new book about the rediscovery of extinct species by best-selling author Glen Chilton.
- The Training Institute concluded the last of four solar tech training sessions funded through a grant by the State Chancellor's Office. The two-year grant was approximately \$330,000 and provided hands-on training to 75 students in photovoltaic design and installation for residential and commercial use.

Dr. Capet reported on topics of interest from Reedley College. Copies of the report were provided for the Board and interested attendees, and contained the following highlights:

- The 85th annual Reedley College Commencement of May 18 graduated 596 students with their A.A. and A.S. degrees. Trustees Ron Nishinaka and Pat Patterson assisted Dr. Mitjl Carvalho Capet in his first commencement ceremony as president of Reedley College. The 2012 Distinguished Alumnus was Fresno Bee reporter Eddie Jimenez.
- Reedley College has been notified by the U.S. Department of Education that all three Upward Bound grants that were submitted in February were awarded. Upward Bound PRO (Parlier, Reedley, and Orange Cove) will serve 90 students and receive \$365,000. Upward Bound SD (Selma/Dinuba) will serve 65 students and receive \$262,000. Upward Bound Madera will serve 65 students and receive \$262,000.
- After 38 years of working in higher education and 27 for State Center Community College District, Reedley College Vice President of Instruction Dr. Marilyn Behringer is retiring, effective June 30.

Presidents' Reports
(continued)

Dr. Kershaw reported on topics of interest from the North Centers. Copies of the report were provided for the Board and interested attendees, and contained the following highlights:

- The Associated Student Government (ASG) at Willow International held their Student Leadership Recognition Awards on May 8 and the Associated Student Body (ASB) at the Madera Center held their awards on May 24. The ASG and ASB decided to honor Dr. Terry Kershaw in his retirement with an annual Dr. Terry Kershaw Cornerstone Award to be awarded annually to a student leader at Willow and a student leader at Madera/Oakhurst. This year's recipients were Lucas Reyes from Willow International and Derrick Chrisinger from Madera/Oakhurst Center. The recipients receive a cornerstone plaque, a scholarship, and their name placed on a plaque in the lobby showcases at the centers. These awards are made possible by the generous donations from W. J. Bradley and from Dr. Kershaw.
- Willow International Center English instructor, Cynthia Elliott, has been selected to participate with other faculty from throughout the U.S. in a seminar on the philosophy of Georgia O'Keeffe. The application process is very competitive and the seminar is paid for through a grant with the National Endowment for the Humanities. The workshop/seminar is being held in Santa Fe, June 24th through June 31st.
- The Madera Center hosted its annual Madera Center College Advantage Program recognition on May 15th. The ceremony honored the participants completing the program.

Chancellor's Report

Dr. Blue reported the following:

- Interviews and forums were held for the position of Willow International Campus President last week. The new campus president is expected to start July 2
- Dr. Blue thanked the Board and staff for their work on the 2012-2016 strategic plan. A significant new direction is that the plan will identify measurable performance indicators for the district to evaluate progress on and achievement of the goals and objectives. A message from the chancellor was sent to all employees providing a link to the draft plan, and the final 2012-2016 plan will be placed on the July board agenda for Board approval.
- Approximately 25 community leaders attended a private lunch was hosted on June 4 by Congressman Jim Costa for local business, education and community leaders at the Downtown

Chancellor's Report
(continued)

Club. It was an excellent opportunity to share community college concerns with elected leadership. Dr. Blue expressed concerns the district has with the pejorative reference to the community colleges' use of the term "training" in career technical education programs heard in the remarks of the congresswoman from North Carolina who chairs the subcommittee on education. Congressman Costa was not surprised and appeared equally concerned.

- The State Center Foundation Board of Directors had a very informative and productive retreat. New officers were elected, and next year's president is Ms. Jill Cholewa. Attendees heard a great presentation on community college alumni development. The board worked on their financial goals for the upcoming year. FCC student Lance Truong gave a very heartwarming presentation on his experience at Fresno City College. There was a very special contribution from a first time youngest donor, 13 year old Neil Lakastani, who saved \$400 and donated it for a scholarship. He also shared a short powerpoint on "social responsibility".
- Dr. Blue thanked the Board for a very productive evaluation of the chancellor and self-assessment. She will take their direction to work with leaders across the district to focus on student success and will prepare draft 2012-2013 goals for the Board and herself for review in July. She thanked everyone for a very productive academic year filled with many accomplishments and wished everyone a wonderful summer.

SCCCD 2012-2016
Strategic Plan Update

Fran White and Jothany Blackwood provided the Board with an update on the strategic plan. Dr. Blackwood reviewed background information, including the components and outcomes of the plan, current trends, demographic data, and input from stakeholders. She reviewed the lessons learned from the data. She stated the district is moving in the right direction with regards to expansion of facilities, sites and services. The district's service area is one of the most economically depressed and the population is one of the most disadvantaged in the state. Accurate analysis of the district's population, enrollment trends and student success requires complex data collection and problem solving. For this to happen, the district must have a culture of inquiry, evidence and assessment to help with decision making. The increase in population and student enrollment, and a lower than average participation rate and declining resources, makes strategic decision making choices and enrollment management critical for success. Student success remains the key measure of institutional effectiveness.

SCCCD 2012-2016
Strategic Plan Update
(continued)

Dr. White reviewed the proposed mission and vision and values statement.

Dr. White stated the next steps include: The 2012-2016 Strategic Plan will be shared districtwide; the adoption of the strategic plan at the July 3, 2012, board meeting with implementation to follow; and an annual report on the plan to occur in June 2013.

Ms. Smith asked how does the district know what a successful student looks like. Dr. Fran stated there are suggestions within the goals and objectives.

Mr. Nishinaka voiced concerns that information on Tulare, Kings, and Madera County students was not included in the data. Dr. White stated the district research department does not have the capacity or tools to break-out and identify each service area to identify the data. It is based on total population only. Dr. White attempted to contact the district's redistricting consultant for more information, without success.

Consent Agenda
Action

President Feaver asked for a motion to approve the consent agenda, as presented. It was moved by Mr. Smith and seconded by Mr. Patterson that the Board of Trustees approve consent agenda items 12-18HR through 12-19HR and 12-41G through 12-49G, as presented. The motion carried without dissent.

Employment,
Retirement,
Resignation, Change
of Status, Academic
Personnel
[12-18HR]
Action

Approve academic personnel recommendations, items A through D, as presented

Employment, Change
of Status, Leave of
Absence, Resignation,
Retirement, Classified
Personnel
[12-19HR]
Action

Approve classified personnel recommendations, items A through G, as presented

Review of District
Warrants and Checks
[12-41G]
Action

Review and sign the warrants register for the following accounts:

<u>Account:</u>	<u>Amount:</u>	<u>For the Period of:</u>
District	\$15,195,475.08	April 11, 2012 to May 15, 2012
Fresno City College Bookstore	81,007.93	April 11, 2012 to May 15, 2012
Reedley College Bookstore	160,076.83	April 11, 2012 to May 15, 2012
Fresno City College Co-Curricular	173,323.82	April 10, 2012 to May 14, 2012
Reedley College Co- Curricular	67,930.97	April 10, 2012 to May 14, 2012
Total:	<u>\$15,677,814.63</u>	

Financial Analysis of
Enterprise and
Special Revenue
Operations
[12-42G]
No Action

Financial Analysis and statements provided for Board information.
No action is required.

Consideration to
Adopt Resolution
Establishing 2012-13
Appropriations Limit
(Gann)
[12-43G]
Action

Adopt resolution no. 2012-09 in the matter of the establishment of
an appropriations limit for the 2012-13 fiscal year, which sets the
appropriations limit for the district at \$207,922,452

Consideration of
Report of
Investments
[12-44G]
Action

Accept the Quarterly Performance Review, as provided by the
County of Fresno, for the quarter ending March 31, 2012

Consideration to
Approve Quarterly
Budget Transfers and
Adjustments Report
[12-45G]
Action

Approve the March 31, 2012, Budget Transfers and Adjustments
Report

Consideration to
Authorize Signatory
Change, District Bank
Accounts, State
Center Community
College District
[12-46G]
Action

Approve the list of district bank accounts, revised and updated to reflect accounts and signatories in place as of June 5, 2012

Consideration to
Accept Construction
Project, Business
Education Computer
Lab Air Conditioning
Installation, Fresno
City College
[12-47G]
Action

- a) Accept the project for business education computer lab air conditioning installation, Fresno City College; and
- b) Authorize the chancellor or her designee to file a notice of completion with the county recorder

Consideration to
Authorize Agreement
with Statewide
Health Planning and
Development for
Nursing Education,
Fresno City College
[12-48G]
Action

- a) Adopt resolution no. 2012-15 authorizing the district, on behalf of Fresno City College, to enter into an agreement with the Office of Statewide Health Planning and Development for funding to supplement the associate degree nursing program for the two-year period July 1, 2012, through June 30, 2014, with funding in the amount of \$120,000;
- b) Authorize renewal of the agreement with similar terms and conditions; and
- c) Authorize the chancellor or vice chancellor, finance and administration, to sign the agreement on behalf of the district

Consideration to
Adopt Resolution
Authorizing Inter-
Fund Transfer
[12-49G]
Action

- a) Approve resolution no. 2012-14 authorizing an inter-fund transfer in the amount of \$800,000 from the Measure E capital projects fund to the general fund; and
- b) Authorize filing said resolution with the Fresno County Office of Education

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

Consideration to
Concur/Oppose
Personnel
Commission Budget
[12-32]
Action

A motion was made by Mr. Smith and seconded by Ms. Smith that the Board direct the chancellor to notify the Fresno County Superintendent of Schools that there will be no objection to the State Center Community College District Personnel Commission estimated budget of \$37,254 for the 2012-13 fiscal year.

The motion passed as follows:

Ayes - 6
Noes- 0
Absent- 0
Abstained - 1 (Patterson)

Mr. Patterson stated he was concerned there was no consideration given to combining Human Resources Division with Personnel Commission.

Public Hearing on
Initial Bargaining
Proposal Presented
by California School
Employees
Association Chapter
No. 379 to the
District
[12-33]
No Action

Mr. Randy Rowe explained that Government Code Section 3547 sets forth the “sunshine” provisions of the Rodda Act. The Board is required to hold a public hearing on the initial proposal of the employee group and those of the Board. The California School Employees Association Chapter #379 initial proposal has been made available for public review since the posting of this agenda and is attached to these minutes as Addendum 1.

At 5:25 p.m. Mr. Feaver opened the public hearing on the initial bargaining proposal presented by the California School Employees Association Chapter #379 to the State Center Community College District Board of Trustees.

There being no public comment, Mr. Feaver closed the public hearing at 5:26 p.m.

Public Hearing on
District’s Initial
Bargaining Proposal
to California School
Employees
Association Chapter
No. 379
[12-34]
No Action

Mr. Randy Rowe explained that Government Code Section 3547 sets forth the “sunshine” provisions of the Rodda Act. The Board is required to hold a public hearing on the district’s initial proposal to the California School Employees Association Bargaining Unit. The district’s proposal has been made available to the public since the posting of this agenda and is attached to these minutes as Addendum 2.

At 5:26p.m. Mr. Feaver opened the public hearing on the initial bargaining proposal presented by the district to California School Employees Association Chapter #379.

Ms. Susan Schmidt from Fresno City College stated she was

Public Hearing on
District's Initial
Bargaining Proposal
to California School
Employees
Association Chapter
No. 379
[12-34]
No Action
(continued)

concerned about the reduction of staff and salaries. She said nine percent is a big reduction, especially for the lowest paid employees. She questioned the excessive travel and conference budget for the Board.

Mr. Juan Tirado from Reedley College said the budget proposals created a sense of disunity among employees, especially for new hires. The proposed two - tier system is unfair. He requests that all members be treated the same.

Mr. Feaver closed the public hearing at 5:32 p.m.

Public Hearing on
Initial Bargaining
Proposal Presented
by Full-time State
Center Federation of
Teachers Local 1533,
CFT/AFT, AFL/CIO
[12-35]
No Action

Mr. Randy Rowe explained that Government Code Section 3547 sets forth the "sunshine" provisions of the Rodda Act. The Board is required to hold a public hearing on the initial proposal of the employee group and those of the Board. The Full-time Faculty Initial 2012-15 Bargaining Proposal presented by State Center Federation of Teachers Local 1533 has been made available for public review since the posting of this agenda and is attached to these minutes as Addendum 3.

At 5:33p.m. Mr. Feaver opened the public hearing on the initial bargaining proposal presented by the Full-time State Center Federation of Teachers Local 1533, CFT/AFT, AFL/CIO, to the State Center Community College District Board of Trustees.

There being no public comment, Mr. Feaver closed the public hearing at 5:34 p.m.

Public Hearing on
District's Initial
Bargaining Proposal
to Full-time State
Center Federation of
Teachers Local 1533,
CFT/AFT, AFL-CIO
[12-36]
No Action

Mr. Randy Rowe explained that Government Code Section 3547 sets forth the "sunshine" provisions of the Rodda Act. The Board is required to hold a public hearing on the district's proposal to the State Center Federation of Teachers Full-time Bargaining Unit. The district's proposal has been made available to the public since the posting of this agenda and is attached to these minutes as Addendum 4.

At 5:34 p.m. Mr. Feaver opened the public hearing on the district's proposal to the State Center Federation of Teachers Full-time Bargaining Unit.

There being no public comment, Mr. Feaver closed the public hearing at 5:35 p.m.

Public Hearing on
Initial Bargaining
Proposal Presented
by Part-time State
Center Federation of
Teachers Local 1533,
CFT/AFT, AFL/CIO
[12-37]
No Action

Mr. Randy Rowe explained that Government Code Section 3547 sets forth the “sunshine” provisions of the Rodda Act. The Board is required to hold a public hearing on the initial proposal of the employee group and those of the Board. The Part-time Faculty Initial 2012-15 Bargaining Proposal presented by State Center Federation of Teachers Local 1533 has been made available for public review since the posting of this agenda and is attached to these minutes as Addendum 5.

At 5:35p.m. Mr. Feaver opened the public hearing on the initial bargaining proposal presented by the Part-time State Center Federation of Teachers Local 1533, CFT/AFT, AFL/CIO, to the State Center Community College District Board of Trustees.

There being no public comment, Mr. Feaver closed the public hearing at 5:36 p.m.

Public Hearing on
District’s Initial
Bargaining Proposal
to Part-time State
Center Federation of
Teachers Local 1533,
CFT/AFT, AFL-CIO
[12-38]
No Action

Mr. Randy Rowe explained that Government Code Section 3547 sets forth the “sunshine” provisions of the Rodda Act. The Board is required to hold a public hearing on the district’s initial proposal to the State Center Federation of Teachers Part-time Bargaining Unit. The district’s proposal has been made available to the public since the posting of this agenda and is attached to these minutes as Addendum 6.

At 5:36 p.m. Mr. Feaver opened the public hearing on the district’s proposal to the State Center Federation of Teachers Part-time Bargaining Unit.

There being no public comment, Mr. Feaver closed the public hearing at 5:37 p.m.

Public Hearing on
Initial Bargaining
Proposal Presented
by State Center Peace
Officers’ Association
[12-39]
No Action

Mr. Randy Rowe explained that Government Code Section 3547 sets forth the “sunshine” provisions of the Rodda Act. The Board is required to hold a public hearing on the initial proposal of the employee group and those of the Board. The SCCCDC Peace Officers’ Association 2012-14 initial bargaining proposal has been made available for public review since the posting of this agenda and is attached to these minutes as Addendum 7.

At 5:37 p.m. Mr. Feaver opened the public hearing on the initial bargaining proposal presented by the SCCCDC Peace Officers’ Association to the State Center Community College District Board of Trustees.

There being no public comment, Mr. Feaver closed the public hearing at 5:38 p.m.

Public Hearing on
District's Initial
Bargaining Proposal
to State Center Peace
Officers' Association
[12-40]
No Action

Mr. Randy Rowe explained that Government Code Section 3547 sets forth the "sunshine" provisions of the Rodda Act. The Board is required to hold a public hearing on the district's initial proposal to the State Center Community College District Peace Officers' Association. The district's proposal has been made available to the public since the posting of this agenda and is attached to these minutes as Addendum 8.

At 5:38 p.m. Mr. Feaver opened the public hearing on the district's proposal to the State Center Federation of Teachers Part-time Bargaining Unit.

There being no public comment, Mr. Feaver closed the public hearing at 5:39 p.m.

Consideration to
Adopt Resolutions in
Connection with
Board of Trustees
Election, November
6, 2012
[12-41]
Action

Mr. Randy Rowe explained that the County Superintendent of Schools has called the governing board member election for November 6, 2012, and has forwarded to the district a formal notice of the consolidation of the election with elections of other school districts. It is necessary that the Board of Trustees adopt certain specified resolutions in connection with the election.

Administration recommends the Board adopt the following resolutions, as presented:

- Resolution #2012-10, "Resolution, Order of Election, and Specifications of the Election Order in a General Election Year,"
- Resolution #212-11, "Resolution in the Matter of Charges to Candidates of Board Member Elections:" and
- Resolution #2012-12, "Resolution in the Matter of Board Member Selection in case of a Tie Vote (C-1)." In view of the expense of a special election, it is recommended that the Board choose the first alternative, Resolution #2012-12, "Determine the Winner or Winners by Lot."

A motion was made by Mr. Smith and seconded by Mr. Nishinaka that the Board approve the resolutions, as recommended. The motion carried without dissent.

Consideration to
Approve Curriculum
Proposals, Spring
2012 through Fall
2013, Fresno City
College and Reedley
College
[12-42]
Action

Robert Fox presented the curriculum proposals for Spring 2012 through Fall 2013
A motion was made by Ms. Smith and seconded by Mr. Smith that the Board approve the Fresno City College and Reedley College curriculum proposals, as presented. The motion carried without dissent.

Consideration to
Adopt the Mission,
Vision and Values
Statements from the
2012-16 SCCC
Strategic Plan
[12-43]
Action

Robert Fox presented the Mission, Vision and Values Statements for the 2012-2016 SCCC Strategic Plan.
A motion was made by Ms. Barreras and seconded by Ms. Smith that the Board adopt the proposed Mission, Vision, and Values statements for the 2012-16 SCCC Strategic Plan, as presented. The motion carried without dissent.

Acknowledgement of
Quarterly Financial
Status Report,
General Fund
[12-44]
Action

Ed Eng presented the quarterly financial status report.
A motion was made by Ms. Barreras and seconded by Mr. Smith that the Board accept the Quarterly Financial Status Report (CCFS-311Q), as presented. The motion carried without dissent.

Consideration to
Approve 2012-13
Tentative Budget
[12-45]
Action

Ed Eng presented the 2012-2013 tentative budget.
A motion was made by Ms. Barreras and seconded by Mr. Smith that the Board approve the 2012-13 tentative budget, as presented.

The motion passed as follows:
Ayes - 6
Noes - 0
Absent - 1 (Caglia)

Mr. Patterson stated he reluctantly approved of the budget.

Consideration to
Establish September
4, 2012, as the Public
Hearing Date for the
Proposed 2012-13
Final Budget
[12-46]
Action

Ed Eng asked the Board to consider September 4, 2012 as the date to hold the public hearing for the proposed final 2012-2013 budget.

A motion was made by Ms. Barreras and seconded by Mr. Nishinaka that the Board schedule a public hearing for the proposed 2012-13 final budget at 4:30 p.m. on September 4, 2012

The motion passed as follows:

Ayes	-	6
Noes	-	0
Absent	-	1 (Caglia)

Consideration to
Authorize Year-end
Balancing Transfers,
2011-12 Fiscal Year
[12-47]
Action

Ed Eng presented information on the authorization for year-end balance transfers

A motion was made by Mr. Patterson and seconded by Ms. Smith that the Board authorize year-end balancing transfers for the 2011-12 fiscal year. The motion carried without dissent.

Reports of Board
Members

Ms. Smith congratulated Drs. Behringer and Kershaw and Mr. Rowe on their retirements.

Mr. Patterson thanked and congratulated all retirees. He stated he attended the SCCC Foundation Board retreat. It was very informative. Mr. Patterson stated the Chancellor's involvement with the Foundation has been important to its success.

Mr. Nishinaka stated he attended the following events for the month of May:

- Reedley College 32nd Tiger Awards Reception on May 2.
- Reedley College Employee Recognition Awards Reception on May 3 and FCC Employee Recognition Reception on May 8. He thanked all recipients for their hard work and dedication to the college and district.
- FCC 5th Annual African American Graduation Celebration on May 5. He thanked the African American Faculty and Staff Association President Larry Dixon and committee for this very special celebration.
- Fresno ROP Spring Advisory Committee Meeting on May 8.
- RC Sequoia Lake School forest tour on May 10. The group included KCUSD board member, ROP director and program coordinator, RC dean of instruction. He had the opportunity to see RC and ROP students building a trail and related tasks. He thanked to David Clark for driving the guests to the site.

Reports of Board
Members (continued)

- FCC Dean’s Medallion Recognition Ceremony on May 10.
- FCC 9th Annual Latino Graduation Celebration on May 11. He thanked the Latino Faculty and Staff Association president Jaime Duran and committee for this very special student celebration.
- RC 23rd Annual Wine-Fest Football Dinner on May 11.
- FCC Honors Recognition Ceremony on May 12.
- RC Ag Backers Council Pinot & Pints on May 12. He thanked the ABC President David Botkin and committee, and faculty-staff for crafting this very fruitful event.
- RC 3rd Annual Certificate Ceremony on May 17.
- RC 85th Commencement Ceremony on May 18, with Trustee Pat Patterson
- SCCCD Retirement Board Meeting on May 21.

Mr. Nishinaka thanked Campus President Terry Kershaw and Associate Vice Chancellor Randy Rowe for their service to the district. Best wishes on your retirements. He thanked the chancellor, all faculty, classified and administrative staff for a highly successful year. It has been a year filled with fiscal and academic challenges, but everyone worked together for students first.

Ms. Barreras thanked Dr. Kershaw, Dr. Behringer and Mr. Rowe for their years of dedication and service. She congratulated Ms. Smith for her 30 years of service, recognized during the CCLC annual conference in San Diego. She announced that she was recently elected president of the CCLC Board of Directors.

Mr. Caglia wished Ms. Barreras good luck in her bid for the Madera County Board of Supervisors seat. He thanked the speakers for their comments and concerns.

Future Agenda Items

Ms. Smith asked for information regarding the audio and visual recordings of board meetings, and what other districts are doing.

Ms. Smith requested a presentation on placement testing.
Ms. Smith requested a workshop on African American students.

Delegations,
Petitions, and
Communications

Ms. Susan Schmidt asked the Board why they are considering a change in title for Associate Vice Chancellor, Workforce Development and Educational Services. She also asked if there will be a salary increase with the title change.

Closed Session

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

- A. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE, Pursuant to Government Code Section 54957
- B. CONFERENCE WITH LABOR NEGOTIATOR [SCFT Full-Time Bargaining Unit; SCFT Part-Time Bargaining Unit, California School Employees Association Bargaining Unit, and SCCC Peace Officers Association]; Randy Rowe, Pursuant to Government Code Section 54957.6
- C. PUBLIC EMPLOYMENT, Pursuant to Government Code Section 54957
 - 1. Interim Associate Vice Chancellor, Human Resources
 - 2. Dean of Instruction, Applied Technology, Fresno City College
 - 3. Associate Vice Chancellor, Workforce Development & Educational Services
 - 4. Campus President, Willow International Community College Center
 - 5. Dean of Instruction, Reedley College

Mr. Feaver called a recess at 6:40 p.m.

Report of Closed Session

The Board moved into open session at 8:15 p.m.

Mr. Feaver reported that the Board took no reportable action in closed session.

Consideration to Appoint the Interim Associate Vice Chancellor, Human Resources

[12-48]

Action

A motion was made by Mr. Nishinaka and seconded by Mr. Smith that the Board to appoint Diane Clerou as the Interim Associate Vice Chancellor, Human Resources at an annual salary of \$137,496 effective July 2, 2012.

The motion passed as follows:

Ayes	-	6
Noes	-	0
Absent	-	1 (Barreras)

Consideration to
Appoint the Dean of
Instruction, Applied
Technology, Fresno
City College

[12-49]

Action

A motion was made by Ms. Smith and seconded by Mr. Nishinaka that the Board to appoint Christopher Whiteside as Dean of Instruction, Applied Technology, Fresno City College, at an annual salary of \$107,159 effective June 25, 2012.

The motion passed as follows:

Ayes	-	6
Noes	-	0
Absent	-	1 (Barreras)

Consideration to
Change Title of
Associate Vice
Chancellor,
Workforce
Development &
Educational Services
to Vice Chancellor,
Educational Services
and Institutional
Effectiveness

[12-50]

Action

A motion was made by Ms. Smith and seconded by Mr. Smith that the Board change the title of Associate Vice Chancellor, Workforce Development & Educational Services, to Vice Chancellor, Educational Services and Institutional Effectiveness.

The motion passed as follows:

Ayes	-	6
Noes	-	0
Absent	-	1 (Barreras)

Consideration to
Appoint the Campus
President, Willow
International
Community College
Center

[12-51]

Action

A motion was made by Mr. Patterson and seconded by Mr. Nishinaka that the Board appoint Deborah Ikeda as the Campus President, Willow International Community College Center, at an annual salary of \$162,898 effective July 2, 2012.

The motion passed as follows:

Ayes	-	6
Noes	-	0
Absent	-	1 (Barreras)

Adjournment

The meeting was adjourned at 8:19 p.m. by unanimous consent.

Richard Caglia
Secretary, Board of Trustees
State Center Community College District

na

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

PRESENTED TO BOARD OF TRUSTEES

DATE: July 3, 2012

SUBJECT: Employment, Change of Status,
 Academic Personnel

ITEM NO. 12-20HR

EXHIBIT: Academic Personnel Recommendations

Recommendation:

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

ACADEMIC PERSONNEL RECOMMENDATIONS

- A. Recommendation to employ the following person:

<u>Name</u>	<u>Campus</u>	<u>Class & Step</u>	<u>Salary</u>	<u>Position</u>
Stoner-Brito, Carla	WI	11, 6	\$68,990	Counselor

(New Hire)
(First Contract – July 5, 2012 through June 30, 2013)

- B. Recommendation to change the contractual duty days effective July 5, 2012, for the following person:

<u>Name</u>	<u>Campus</u>	<u>From</u>	<u>To</u>	<u>Position</u>
Davidson, Marcy	RC	205	195	Child Development Instructor
Souza, Theresa	RC	181	179	Nursing Instructor/Coordinator
Piper, Victoria	OC	187	177	Coordinator, Oakhurst Center
Zech, Kenneth	RC	185	177	Tutorial Center Coordinator

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

<u>Name</u>	<u>Campus</u>	<u>Classification</u>	<u>Hourly Rate</u>	<u>Date</u>
Guadian-Djanie, Claudia	FCC	Trainer V	\$50.28	June 1, 2012
Quintana, Nicolas	FCC	Trainer V	\$50.28	June 9, 2012

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

PRESENTED TO BOARD OF TRUSTEES

DATE: July 3, 2012

SUBJECT: Employment, Change of Status,
Resignation, Retirement,
Classified Personnel

ITEM NO. 12-21HR

EXHIBIT: Classified Personnel Recommendations

Recommendation:

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

CLASSIFIED PERSONNEL RECOMMENDATIONS

A. Recommendation to employ the following persons as probationary:

Name	Location	Classification	Range/Step/Salary	Date
Akina, Joseph	FCC	Office Assistant III Position No. 2006	48-A \$3,175.58	06/18/2012
Garcia, Yolanda	RC	Office Assistant III Position No. 3006	48-A \$3,175.58	06/18/2012

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
Qasem, Esther	RC	Job Developer Position No. 3262	62-A \$25.74/hr.	05/29/2012

C. Recommendation to employ the following persons as retiree/hourly (Ed Code 88034):

Name	Location	Classification	Hourly Rate	Date
Rice, Mary	FCC	Student Services Specialist Position No. 2129	52-E \$25.72/hr.	06/13/2012

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

Name	Location	Classification	Range/Step/Salary	Date
Lorenzano, Adelfa	RC	College Center Assistant Position No. 3086 to College Relations Specialist Position No. 3086	57-E \$4,876.50 to 69-A \$5,364.75	04/01/2012 to 04/30/2012

(Additional compensation for working out of class per CSEA Article 33, Section 8)

Cooley, Jody	DO	Groundskeeper III Position No. 1073 to Maintenance Worker II Position No. 1101	50-E \$4,358.50 to 54-E \$4,795.33	05/23/2012
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(Additional compensation for working out of class per CSEA Article 33, Section 8)

Gonzalez- Martinez, Mario	DO	Groundskeeper II Position No. 1078 to Groundskeeper III Position No. 1073	46-E \$3,773.58 to 50-D \$3,957.25	05/29/2012
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(Additional compensation for working out of class per CSEA Article 33, Section 8)

Classified Personnel Recommendation

Page 2

D. Recommendation to approve the change of status of the following regular employees (cont'd):

Hernandez, Abel	FCC CTC	Custodian Position No. 2182 to General Utility Worker Position No. 2434	41-E \$3,248.75 to 43-E \$3,413.17	05/30/2012
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(Additional compensation for working out of class per CSEA Article 33, Section 8)

Lopes, Susan	FCC	Student Services Specialist Position No. 2129 to Office Assistant III Position No. 2015	52-D \$4,155.78 to 48-E \$3,953.67	06/01/2012
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(Returned to regular assignment)

Edwards, Sandi	DO	Human Resources Assistant Position No. 1002 to Human Resources/MIS Data Researcher Position No. 1018	57-E (confidential) \$5,328.08 to 63-D (confidential) \$5,866.50	06/20/2012 to 07/31/2012
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(Additional compensation for working out of class per PC Rule 3-15)

E. Recommendation to accept the resignation of the following regular employees:

Name	Location	Classification	Date
Fuller, Patience	WI	Bookstore Sales Clerk I – Seasonal Position No. 8042	05/15/2012
Watson, Melanie	FCC	Custodian Position No. 2188	05/16/2012

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

Name	Location	Classification	Date
Gerety, Cheryl	FCC	Office Assistant III Position No. 2475	07/31/2012
Peterson, Sandra	FCC	Department Secretary Position No. 2068	07/31/2012
Marchbanks, Clara	MC	Office Assistant III Position No. 4006	08/10/2012

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

PRESENTED TO BOARD OF TRUSTEES

DATE: July 3, 2012

SUBJECT: Consideration to Approve Vice Chancellor of
 Educational Services & Institutional
 Effectiveness Job Description

ITEM NO. 12-22HR

EXHIBIT: Job Description

Background:

The Board of Trustees approved the title change from Associate Vice Chancellor of Workforce Development & Educational Services to Vice Chancellor of Educational Services & Institutional Effectiveness on June 5, 2012. This board item is to officially approve the Vice Chancellor of Educational Services & Institutional Effectiveness job description.

The primary function of the vice chancellor of educational services & institutional effectiveness, will be to facilitate the coordination and delivery of instructional services, student services, and planning districtwide. This position will lead the vice presidents of instruction, student services, and business services to operationalize the district strategic plan and evaluate its implementation. This position will also facilitate districtwide accreditation and institutional effectiveness activities, and will focus on the planning and evaluation of programs and services. It will enable the district to continue its efforts to develop a culture of data-driven decision making that is particularly critical during periods of fiscal uncertainty.

This position will coordinate and monitor the following functions to ensure accountability and educational excellence districtwide: strategic and integrated planning and accreditation initiatives; curriculum review and development; distance education; educational master planning; program development; career technical education; student assessment; staff development; student services; financial aid; admissions and records; reg-to-go; enrollment management; student attendance accounting; disabled student services; CalWORKs; health and psychological services; institutional research; district office and district operations administrative services review; review and development of instructional and student services board policies and administrative regulations; effective relations with community, governmental, educational organizations (kindergarten through university level); high-speed rail; workforce development; and adult basic education.

Item No. 12-22HR

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Recommendation:

It is recommended the Board of Trustees approve the Vice Chancellor of Educational Services & Institutional Effectiveness job description.

STATE CENTER COMMUNITY COLLEGE DISTRICT

Title	Classification	Salary Range/Assignment
Vice Chancellor of Educational Services & Institutional Effectiveness	Management/Supervisory Academic Member Chancellor Cabinet	Senior Level Contract Days: 224

Distinguishing Characteristics

This is an academic management position, exempt from overtime provisions of the Fair Labor Standards Act, with responsibility for formulation and implementation of district policies, regulations, budget decisions, and supervision of personnel including assignment of work, evaluation of performance, adjusting grievances, recommending hiring, transfer, suspension, layoff, recall, promotion, and termination.

Essential Functions of the Position

Under administrative direction of the chancellor and in accordance with provisions of the education code, the rules and regulations of the Board of Governors of the California Community Colleges, and the policies of the district, the vice chancellor of educational services & institutional effectiveness will serve as the district's chief instructional and student services officer and district accreditation liaison officer, will provide leadership of districtwide planning, workforce development, curriculum development and institutional effectiveness initiatives and ensure student access and success in the areas of educational programs, student services, and career technical education, and will oversee the grants and resource development efforts by performing the following essential functions:

1. Serve as the chief advisor to the chancellor on strategic matters related to planning and educational services issues and other administrative concerns.
2. Oversees the development and implementation of the district educational and student services policies and participates in the formulation of organizational objectives, plans and strategies in accordance with the district's mission.
3. Implements processes, strategies and feasibility planning to ensure resource development needs are appropriated to achieve the district instructional and student services results.
4. Coordinates and directs the educational services and institutional effectiveness team and ensures the departments are effective and efficient.
5. Manages, integrates and provides leadership for a variety of districtwide instructional services to assure the viability and legality of educational programs.
6. Develops measurements and accountability strategies for major district programs and services and coordinates program outcomes.
7. Provides leadership for the strategic planning efforts and collaboratively develops and maintains a districtwide strategic plan and facilitates a strategic planning process.
8. Reviews pending legislation, legal mandates regulations, and guidelines which may affect district programs, functions and activities.
9. Develops legislative materials, analysis and strategies for reporting, decision-making and presentation purposes.

10. Complies with all district, county, state and federal requirements.
11. Represents the district on local, state committees as assigned by the chancellor.
12. Actively participates in budgeting process; ensures that the budget development process is responsive to the objectives developed during strategic planning.
13. Reviews and approves expenditures among the staff and promotes an organizational culture of customer service, innovation and quality services.
14. Develops effective administrative support systems to promote foundations, grant-writing, auxiliary services and other initiatives.
15. Administers districtwide grant writing initiatives including development of proposals, implementation of grants and identification of special funding opportunities.
16. Ensures continuous improvement of administrative services through re-engineering, organizational change management, new technology solutions, assessment of best practices, and feedback from internal users and external customers to increase productivity and effectiveness.
17. Performs other duties assigned or delegated by the chancellor.
18. Provide districtwide leadership to instructional and student services programs.
19. Provide districtwide leadership of district institutional effectiveness.
20. Provide leadership in planning, organizing, directing and administering career technical education programs and the workforce development programs districtwide, and the career technical education advisory committee with the assistance of the college administration.
21. Maintain overall leadership in the collection of data and preparation of state and federal student and staff career technical education reports (i.e. Perkins funds and financial aid).
22. Coordinate and facilitate the efforts of the colleges to ensure proper implementation, review, evaluation and development of educational programs and student services (education planning and coordinating committee).
23. Maintain a common course numbering and catalog system across the district in concert with designated faculty and administrators.
24. Organize the development of the districtwide instructional calendar.
25. Provide leadership in the development and implementation of districtwide strategic and integrated planning and in the implementation and monitoring, evaluation and reporting of progress toward its achievement.
26. Responsible for development of budget recommendations and administration of the budgets and supervision of employees in his/her area of responsibility.
27. Provide leadership of the vice president group in the ongoing review, revision, development and implementation of board policies and administrative regulations to ensure compliance with legislative statues and state and federal regulations.
28. Provide leadership to vice president group in the planning and implementation and coordination of academic programs, student support and administration services districtwide.
29. Provide leadership of the district's matriculation and strategic enrollment management efforts.
30. Provide leadership to the international education, career advancement academy, state center consortium and the center for international trade development operations and other selected districtwide grant funded programs.

31. Supervise the district grants office in the successful pursuit of resources from external sources and maintain districtwide support of efforts to enhance the grants development and management process.
32. Provide leadership to a comprehensive and coordinated district/college institutional research team and the development of a districtwide data warehouse and research agenda to validate student success and institutional effectiveness.
33. Represent the district at meetings and conferences with educational institutions and governmental agencies.
34. Initiate, plan, organize and conduct professional development programs to prepare management team to develop quality instructional programs, student services and undertake research projects that validate student success and institutional effectiveness.
35. Initiate and maintain effective partnerships and linkages with K-12, business, industry, governmental agencies and other postsecondary institutions to enhance the acquisition, access and sharing of resources to support student success districtwide.
36. Provide leadership of financial aid districtwide in order to ensure the delivery of quality financial aid services, compliance with applicable governmental requirements, the achievement of efficiencies and ongoing collaboration among the colleges/centers.
37. Responsible for the supervision of the district director of DSP&S in concert with the vice presidents of student services/designee and the provision of quality disabled services to eligible students at the college/centers of the district.
38. Other duties as assigned.

Minimum Qualifications

- Possession of a master's degree.
- One year of formal training, internship, or leadership experience reasonably related to the administrator's administrative assignment.
- Demonstrated sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation and ethnic backgrounds of community college students.

Desired Qualifications

- Experience in instruction and student services programs and planning as well as supervisory responsibility for employees.

The vice chancellor of educational services & institutional effectiveness supervises, evaluates, and is responsible for the following positions:

Director of Grants
Director Career Advancement Academy
Secretary to the Vice Chancellor
District Director of DSP&S
District Dean of Students A&R

The vice chancellor of educational services and institutional effectiveness will have convening authority over the following:

SCCCD Vice Presidents Group
ECPC Committee
Registration-2-Go
High Speed Rail
Workforce Development
District Research Team
Financial Aid Officers
Director of Grants

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

PRESENTED TO BOARD OF TRUSTEES

DATE: July 3, 2012

SUBJECT: Consideration to Approve Revised District
Director of DSP&S Job Description

ITEM NO. 12-23HR

EXHIBIT: Job Description

Background:

District administration recently completed a comprehensive review of the job description for the district director of DSP&S position to assess the appropriateness of assigned duties and reporting relationships. It was determined that the Brain Trust recommendation that this position be eliminated could not be adopted because it would not be economically sound for each college to have its own director position. A revised job description was developed after extensive consultation from the vice presidents. It includes emphasis on effective program oversight; maintenance of services and effective communication, sharing of resources in order to achieve economies of effort and accountability, and facilitation of increased goal completion by DSP&S students.

In addition, the revised job description assigns specific duties under the direct supervision of the vice chancellor of educational services and institutional effectiveness. These duties are separate from the duties assigned under the campus oversight of the vice presidents of student services.

The duties of classified professional development have been removed from the job description. This position was assigned additional duties, above and beyond the job description, of coordinating the district's classified professional development for the past 12 years. This position reports to human resources for this additional assignment.

Recommendation:

It is recommended the Board of Trustees approve the revised District Director of DSP&S job description.

STATE CENTER COMMUNITY COLLEGE DISTRICT

Title	Classification	Salary Range/Assignment
District Director of DSP&S	Management/Supervisory Academic	Range: 59 Days: 224

Distinguishing Characteristics

This is an academic management position, exempt from overtime provisions of the Fair Labor Standards Act, with responsibility for formulation and implementation of district policies, regulations, budget decisions, and supervision of personnel including assignment of work, evaluation of performance, adjusting grievances, recommending hiring, transfer, suspension, lay-off, recall, promotion, and termination.

Essential Functions of the Position

Under direct supervision of the vice chancellor of educational services & institutional effectiveness and campus oversight by the vice presidents of student services or their designee and in accordance with provisions of the education code, the rules and regulations of the Board of Governors of the California Community Colleges and the policies of the district, the district director of DSP&S will be responsible for the planning, organization, coordination and implementation of disabled student services district-wide and at the colleges/centers of the district respectively.

Under the direct supervision of the vice chancellor of educational services & institutional effectiveness the district director of DSP&S will be responsible for the following:

1. Plans, develops and implements the district-wide DSP&S program;
2. Provides for training and appropriate implementation of new and revised practices districtwide;
3. Develops, designs and implements procedures, forms and materials required for efficient DSP&S operations district-wide, including the coordination of support services such as learning disabilities assessment, readers, note takers, tutors, interpreters, real time captioners, test proctors, etc.;
4. Ensures accountability and adherence to established regulations, policies and procedures;
5. Compiles and generates reports related to DSP&S operations;
6. Maintains and monitors budget records and expenditures for DSP&S activities;
7. Ensures DSP&S expenditures are within budget;
8. Ensures that appropriate alternative formats of printed material are available;
9. Collaborates with outside agencies;
10. Builds and maintains resources and referrals to support student accommodations at colleges/centers;
11. Develops and updates an ongoing functional mission and strategic plan (including goals, objectives and learning outcomes) to facilitate and increase accommodation services in order to increase student success;
12. Maintains and ensures appropriate use of district-wide student-tracking databases through Datatel and other systems as appropriate.

13. Oversees process at each college/center to ensure the review and assessment of documentation, determination of functional limitations and assignment of appropriate academic accommodations for students;
14. Anticipates the unique disabilities requirements of veterans of military service and develop an appropriate service response in collaboration with psychological services, veterans services and community based service providers;

Under the campus oversight of the vice Presidents of student services or their designee the district director of DSP&S will be responsible for the following:

1. Plans, develops, organizes and directs the activities of DSP&S on the colleges/centers of the district;
2. Coordinates with counseling, financial aid, job placement and other related services to promote the success of students served by DSP&S districtwide;
3. Supervises and evaluates performance of all academic and classified staff and student assistants assigned to DSP&S;
4. Participates in the selection of all DSP&S staff;
5. Oversees the training of all DSP&S staff;
6. Develops departmental procedures, both manual and automated;
7. Monitors data input and extraction for on-line data processing systems;
8. Coordinates, evaluates and maintains data collection on the orientation of new and returning students to the program;
9. Responds to requests for information from students, staff and the public regarding DSP&S programs;
10. Supervises the evaluation and interpretation of disability documentation to establish service eligibility;
11. Supervises determination of accommodations and auxiliary aids appropriate to specific disabilities and consistent with disability law and standards of practice in higher education;
12. Ensures compliance with the requirements of the Americans with Disabilities Act of 1990 and Section 504 of the Rehabilitation Act of 1973 and all other applicable Federal and state regulations by monitoring successful implementation of individualized accommodations;
13. Works collaboratively with faculty and department chairs; oversees the provision of assistive technology and training in the use of assistive technology;
14. Conducts periodic follow-up interviews with students and service providers to ensure the quality of services available to DSP&S students;
15. Creates, plans and implements college recruiting activities and materials designed to facilitate the enrollment of students with disabilities;
16. Oversees the maintenance of prospective and current student files;
17. Responds to inquiries regarding established policies and procedures pertaining to disability services;
18. Works with staff of colleges/centers to ensure students have training and access to pertinent assistive technology;
19. Creates and maintains an assessment plan to measure student learning outcomes as well as to ensure the effectiveness and relevance of accommodation efforts;
20. Maintains records and compiles information for reports on services provided;

21. Implements a timely and consistent budget and billing process for accommodations services as needed;
22. Works with faculty, staff and/or students and external advocates to effectively resolve issues related to accommodations;
23. Develops recommendations for the allocation of fiscal and staff resources for each college/center;
24. Shares responsibility to advocate for the DSP&S program with the vice president of student services or designee;
25. Conducts periodic surveys of facilities in conjunction with the college 504 officer, and the Occupational Health and Safety Office in accordance with Disability Act Accessibility Guidelines (ADAAG);
26. Works with appropriate college/center staff in the implementation of the SCCCD academic accommodation review procedure.

Minimum Qualifications for Education Administrators (Title 5 Section 53420)

The minimum qualifications for service as an educational administrator shall be all of the following:

- Possession of a master’s degree; and
- One year of formal training, internship or leadership experience reasonably related to the administrator’s administrative assignment.
- Demonstrated sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation and ethnic backgrounds of community college students.
- Demonstrated successful experience in the development and management of grants; and, the demonstrated ability to engage in the active and successful pursuit of desired resources from individuals, corporations, government agencies and foundations.

District director of DSP&S supervises, evaluates, and is responsible for the following positions:

DSP&S Full-time and Part-time Faculty
 Accounting Clerk II
 Accounting Technician I
 Department Secretary
 Educational Advisor
 Instructional Aide - PPT
 Instructional Technician - Micro Computer Lab
 Job Developer - DSP&S
 Micro Computer Resource Technician
 Mobility Driver
 Office Assistant II
 Office Assistant III
 Sign Language Interpreter Coordinator
 Sign Language Interpreter II
 Sign Language Interpreter III
 Sign Language Interpreter IV

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

PRESENTED TO BOARD OF TRUSTEES

DATE: July 3, 2012

SUBJECT: Consideration to Approve Reduction in Vacant ITEM NO. 12-24HR
 College Center Assistant Position #5045 from
 12 Months to 10 Months, Willow International
 Community College Center

EXHIBIT: None

Background:

Willow International Community College Center currently has a vacant 12-month College Center Assistant Position #5045. This position is responsible for working with faculty, staff and students to develop a comprehensive college center program that integrates the curricular and co-curricular programs; maintaining a calendar and schedule of events for the college center; implementing an effective program of films, speakers, field trips, workshops, seminars, art exhibits, and student/staff performances; serving as a trainer and advisor to campus student organizations; and implementing an effective intramural program for students. Since very few students or faculty are onsite during the summer months, administration is recommending reducing the position to a 10-month position. The change would be a salary/benefit savings of approximately \$8,000 per year.

In accordance with CSEA/SCCCD collective bargaining unit agreement Article 34, Section 1, CSEA has been notified of this recommended reduction in work year assignment.

Recommendation:

It is recommended the Board of Trustees approve the reduction of the vacant College Center Assistant Position #5045, Willow International Community College Center, from 12 months to 10 months effective July 5, 2012.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: July 3, 2012

SUBJECT: Consideration to Approve District
Memberships in Educational Organizations

ITEM NO. 12-50G

EXHIBIT: None

Background:

The 2012-13 dues invoice for the district's institutional membership in the Association of Community College Trustees (ACCT) has been received. The ACCT dues of \$6,990 have increased by \$204 from the previous year.

The 2012-13 dues invoice for the district's institutional membership in the Community Colleges for International Development (CCID) has been received. The CCID dues are \$6,250. There is no change from last year.

Recommendation:

It is recommended the Board of Trustees approve 2012-13 institutional memberships in the Association of Community College Trustees (ACCT) for \$6,990 and Community Colleges for International Development (CCID) for \$6,250.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: July 3, 2012

SUBJECT: Consideration to Approve the Madera County ITEM NO. 12-51G
 School Boards Association Executive
 Committee 2012-2013 Proposed Budget

EXHIBIT: MCSBA Budget Worksheet

Background:

The Madera County School Boards Association (MCSBA) Executive Committee is submitting its recommended 2012-2013 budget for SCCC CD Board ratification. A special MCSBA Executive Committee meeting and Budget and Finance Committee meeting was held May 18, 2012. The next general meeting of the MCSBA will be in August, and each member board is asked to place consideration of ratification of the proposed budget on their earliest board agenda for individual board action. When seven member boards act to ratify the 2012-2013 budget, the MCSBA will have an operation budget beginning July 1, 2012. Notes from the Budget and Finance Committee have been sent to each representative to the Executive Committee and delineate proposed changes from prior year allocations.

Fiscal Impact:

Dues remain the same for 2012-2013.

Recommendation:

It is recommended that the Board of Trustees approve the Madera County School Boards Association Executive Committee proposed 2012-2013 budget developed at the May 18, 2012, MCSBA Budget and Finance Committee meeting/Executive Committee meeting, and authorize the Board's Executive Committee representative and the chancellor to sign the MCSBA Approval of Proposed 2012-2013 Budget form.

**Madera County School Boards Association
Budget Worksheet 2012-2013**

I N C O M E					
ITEM	Actual 2009-2010	Actual 2010-2011	Approved Budget 2011-2012	Year-To-Date 2011-2012	PROPOSED INCOME 2012-2013
Beginning Balance	\$ 2,758.15	\$ 3,291.88	\$ 4,495.14	\$ 4,495.14	\$ 5,918.18
Dues:					
Alview-Dairyland (6)	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00
Bass Lake (8)	400.00	400.00	400.00	400.00	400.00
Chawanakee Unified (6)	300.00	300.00	300.00	300.00	300.00
Chowchilla Elem (6)	300.00	300.00	300.00	300.00	300.00
Chowchilla High (6)	300.00	300.00	300.00	300.00	300.00
Golden Valley USD (6)	300.00	300.00	300.00	300.00	300.00
Madera Unified (8)	400.00	400.00	400.00	400.00	400.00
Madera County Board (8)	400.00	400.00	400.00	400.00	400.00
Raymond-Knowles (6)	300.00	300.00	300.00	300.00	300.00
Yosemite Unified (6)	300.00	300.00	300.00	300.00	300.00
SCCCD-Madera (8)	400.00	400.00	400.00	400.00	400.00
Total Dues	\$ 3,700.00	\$ 3,700.00	\$ 3,700.00	\$ 3,700.00	3,700.00
Guest Dinners/No show	100.00	395.00	100.00	\$ 175.00	100.00
* Guest Dinners/No show (outstanding)				150.00	
Scholarships	-	1,923.00	1,000.00	1,218.00	1,000.00
Scholarships Unused	-	225.00	-		
Publication/Marketing	200.00	-	-	-	
Mugs	-	18.00			
TOTAL INCOME	\$ 4,000.00	\$ 6,261.00	\$ 4,800.00	\$ 5,243.00	\$ 4,800.00

E X P E N S E S					
ITEM	Actual 2009-2010	Actual 2010-2011	Approved Budget 2011-2012	Year-To-Date 2011-2012	PROPOSED EXPENSES 2012-2013
Executive Dinner	\$ -	\$ -	\$ -	\$ -	\$ -
Fall Meetings	310.00	380.00	500.00	290.00	500.00
Winter Meetings	420.00	370.00	500.00	240.00	500.00
** Spring Meetings **	450.00	570.00	1,000.00	375.00	750.00
Summer Meetings	-	-	-	-	-
Speaker Expenses	67.50	137.91	700.00	89.96	700.00
Meeting Expenses	60.72	166.67	150.00	87.88	150.00
Awards	242.46	315.01	500.00	203.32	500.00
*** Scholarships	1,575.00	1,575.00	1,600.00	1,400.00	2,325.00
CSBA Delegate Assembly	643.10	915.93	950.00	533.80	475.00
* Bd Member Development	600.00	600.00	600.00	600.00	600.00
Personal (eg. Condolences, etc.)	-	27.22	100.00	-	100.00
Publication/Marketing	-	-	1,000.00	-	1,000.00
TOTAL EXPENSES	\$ 4,368.78	\$ 5,057.74	\$ 7,600.00	\$ 3,819.96	\$ 7,600.00

* Limited to one small school district per year.	Beg. Balance	\$ 4,495.14	\$ 4,495.14	\$ 5,918.18
** CVEC Spring Annual Meeting and Dinner Meeting	Income	4,800.00	5,243.00	4,800.00
• Guest Dinners/No Show (outstanding income) \$150	Expenses	(7,600.00)	(3,819.96)	(7,600.00)
•• CVEC Dinner \$375				
••• Pending Scholarship Payments \$1,400				
		\$ 1,695.14	\$ 5,918.18	\$ 3,118.18

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

PRESENTED TO BOARD OF TRUSTEES

DATE: July 3, 2012

SUBJECT: Review of District Warrants and Checks

ITEM NO. 12-52G

EXHIBIT: None

Recommendation:

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

<u>Account:</u>	<u>Amount:</u>	<u>For the Period of:</u>
District	13,923,638.51	May 16, 2012 to June 12, 2012
Fresno City College Bookstore	320,894.36	May 16, 2012 to June 12, 2012
Reedley College Bookstore	127,776.24	May 16, 2012 to June 12, 2012
Fresno City College Co-Curricular	84,419.79	May 15, 2012 to June 11, 2012
Reedley College Co-Curricular	36,766.48	May 15, 2012 to June 11, 2012
Total:	<u>\$14,493,495.38</u>	

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

PRESENTED TO BOARD OF TRUSTEES

DATE: July 3, 2012

SUBJECT: Consideration to Authorize Signatories
for Orders and Registers

ITEM NO. 12-53G

EXHIBIT: FCOE Authorization Form

Background:

Education Code Section 85233 reads in part as follows: “The governing board of each community college district shall be responsible for filing, or causing to be filed, with the county superintendent of schools the verified signature of each person, including members of the governing board, authorized to sign orders in its name.”

With the retirement of Randy Rowe as associate vice chancellor of human resources and the appointment of Diane Clerou as interim associate vice chancellor of human resources, it is necessary to transmit to the county superintendent of schools an updated form with the names and signatures of those persons authorized to sign orders and registers, as well as the names and signatures of all board members.

Recommendation:

It is recommended the Board of Trustees authorize the removal of Associate Vice Chancellor of Human Resources Randy Rowe as an authorized signatory to sign orders and registers drawn on the funds of the district effective July 3, 2012; authorize Interim Associate Vice Chancellor of Human Resources Diane Clerou to sign orders and registers drawn on the funds of the district effective July 3, 2012; and authorize a majority of board members to sign orders and registers in the name of the Board of Trustees.



fresno county office of education

Authorized Signature Permit

Return to: Jamie Perry, Senior Director
 District Financial Services
 Fresno County Office of Education
 1111 Van Ness Avenue
 Fresno, CA 93721-2000

Dear Ms. Perry:

Pursuant to Education Code Sections 42632 and 42633, at a regular meeting of the Governing Board of the State Center Community College District, held on second day of February, 2011:

1. The following person(s) who is/are an officer(s) or employee(s) of the above-referenced school district and whose signature(s) appear(s) opposite of his/her name below, was/were authorized to sign orders in the name of the said governing board:

Type or print here:	Signature:
1. Deborah G. Blue _____	1. _____ _____
2. Edwin Eng _____	2. _____ _____
3. Randall Vogt (P.O.s Only) _____	3. _____ _____
4. Diane Clerou (N.O.E.s Only) _____	4. _____ _____

2. A majority of the following members of the governing board of the above-referenced school district and whose signatures appear opposite of the corresponding names were authorized to sign orders in the name of the said governing board.

Type or print here:	Signature:
1. Isabel Barreras _____	1. _____ _____
2. Richard M. Caglia _____	2. _____ _____
3. H. Ronald Feaver _____	3. _____ _____
4. Patrick E. Patterson _____	4. _____ _____
5. Dorothy Smith _____	5. _____ _____
6. William J. Smith _____	6. _____ _____
7. Ronald Nishinaka _____	7. _____ _____

Rubber stamp signatures or machine signatures authorized for use on maintenance checks and/or registers **Yes X**
 No _____. Only such facsimile signatures may be used, which have met the requirements of Government Code 5501
 (copy enclosed). I certify this requirement has been met.

Sample(s) of such signature(s):

Type or print here:		Signature:	
1.	Isabel Barreras		
2.	Richard M. Caglia		
3.	H. Ronald Feaver		
4.	Patrick E. Patterson		
5.	Dorothy Smith		
6.	William J. Smith		
7.	Ronald Nishinaka		

By order of the Governing Board of **STATE CENTER COMMUNITY COLLEGE DISTRICT** of Fresno County, California.

Clerk of the Board

Date

EDUCATION CODE 42632

Each order drawn on the funds of a school district shall be signed by at least a majority of the members of the governing board of the district, or by a person or persons authorized by the governing board to sign orders in its name. No person other than an officer or employee of the district shall be authorized to sign orders.

EDUCATION CODE 42633

The governing board of each school district shall be responsible for filing or causing to be filed with the county superintendent of schools the verified signature of each person, including members of the governing board, authorized to sign orders in its name. Except for districts determined to be fiscally accountable pursuant to Section 42650, no order on the funds of any school district shall be approved by the county superintendent of schools unless the signatures are on file in his office and he is satisfied that the signatures on the order are those of persons authorized to sign the order.

GOVERNMENT CODE 5501

Any authorized officer may, after filing with the Secretary of State his manual signature certified by him under oath, execute or cause to be executed with a facsimile signature in lieu of his manual signature:

- (a) Any public security, provided that at least one signature required or permitted to be placed thereon shall be manually subscribed; and
- (b) Any instrument of payment.

Upon compliance with this section by the authorized officer, his facsimile signature has the same legal effect as his manual signature.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: July 3, 2012

SUBJECT: Consideration to Adopt Resolution Authorizing ITEM NO. 12-54G
 Agreement with the Commission on Peace Officer
 Standards and Training, Fresno City College

EXHIBIT: Resolution

Background:

The district was notified by the Commission on Peace Officer Standards and Training (POST) of its renewal of a training grant. The purpose of the grant is to conduct two Institute of Criminal Investigation core course presentations, two sexual assault investigation presentations, and two gang investigation presentations. These presentations shall have a minimum of 16 and a maximum of 25 students employed by agencies recognized in the POST reimbursement program. The agreement is for the period July 1, 2012, through June 30, 2013, with funding in an amount not to exceed \$139,177.

Recommendation:

It is recommended the Board of Trustees:

- a) adopt a resolution authorizing the district, on behalf of Fresno City College, to enter into a grant agreement with the Commission on Peace Officer Standards and Training for two Institute of Criminal Investigation core course presentations, two sexual assault investigation presentations, and two gang investigation presentations to be conducted by the Fresno City College Police Academy for the period July 1, 2012, through June 30, 2013, with funding in an amount not to exceed \$139,177;
- b) authorize renewal of the agreement with similar terms and conditions; and
- c) authorize the chancellor or vice chancellor of finance and administration to sign the agreement on behalf of the district.

RESOLUTION NO. 2012-16

BEFORE THE BOARD OF
STATE CENTER COMMUNITY COLLEGE DISTRICT

RESOLUTION AUTHORIZING AGREEMENT WITH THE COMMISSION ON
PEACE OFFICER STANDARDS AND TRAINING (POST), FRESNO CITY
COLLEGE

WHEREAS, State Center Community College District, on behalf of Fresno City College, has received a training grant from the Commission on Peace Officer Standards and Training; and

WHEREAS, the agreement is for the period July 1, 2012, through June 30, 2013, with funding in an amount not to exceed \$139,177.00.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. State Center Community College District, on behalf of Fresno City College, is authorized to enter into an agreement with the Commission on Police Officer Standards and Training for a grant to conduct two Institute of Criminal Investigation core course presentations, two sexual assault investigation presentations, and two gang investigation presentations, with a minimum of 16 and a maximum of 25 students employed by agencies recognized in the POST reimbursement program for the period of July 1, 2012, through June 30, 2013, with funding in an amount not to exceed \$139,177; and

2. the district is authorized to renew this agreement under similar terms and conditions; and

3. the chancellor or vice chancellor of finance and administration is authorized to sign the agreement on behalf of the district.

* * * * *

THE FOREGOING RESOLUTION was adopted by the Board of Trustees of State Center Community College District at a board meeting held on July 3, 2012:

AYES:

NOES:

ABSENT:

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: July 3, 2012

SUBJECT: Consideration to Adopt Resolution Authorizing ITEM NO. 12-55G
 Agreement with the California Department
 of Education for Child and Adult Care Food
 Program Elective and Mandatory Training,
 Fresno City College

EXHIBIT: Resolution

Background:

The California Professional Nutrition Education and Training (Cal-Pro-NET) Center at Fresno City College develops and provides specialized instructional programs for child and adult nutrition personnel at the production, supervisory, and administrative levels. The California Department of Education Nutrition Services Division is providing funding for elective and mandatory online training of the Child and Adult Care Food Program (CACFP) courses. This agreement is for the period July 1, 2012, through June 30, 2013, with funding in the amount of \$465,575.46.

Recommendation:

It is recommended the Board of Trustees:

- a) adopt Resolution No. 2012-17 authorizing the agreement between the California Department of Education Nutrition Services Division and the district, on behalf of the Fresno City College Cal-Pro-NET Center, for elective and mandatory online training for the period July 1, 2012, through June 30, 2013, with funding in the amount of \$465,575.46;
- b) authorize renewal of the agreement with similar terms and conditions; and
- c) authorize the chancellor or vice chancellor of finance and administration to sign the agreement on behalf of the district.

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

In the Matter of Agreement with California)
Department of Education for Child and Adult)
Care Food Program Elective and Mandatory)
Training, Fresno City College)

RESOLUTION NO. 2012-17

WHEREAS, the California Professional Nutrition Education and Training (Cal-Pro-NET) Center at Fresno City College develops and provides specialized instructional programs for child and adult nutrition personnel at the production, supervisory, and administrative levels; and

WHEREAS, the California Department of Education, Nutrition Services Division, is providing funding for elective and mandatory training of the Child and Adult Care Food Program (CACFP) courses; and

WHEREAS, this agreement is for the period of July 1, 2012, through June 30, 2013, with funding in the amount of \$465,575.46.

NOW, THEREFORE, BE IT RESOLVED, the Board of Trustees authorize the agreement between the California Department of Education, Nutrition Services Division, and the district, on behalf of the Fresno City College Cal-Pro-NET Center, for elective and mandatory training for the period and funding stated above; and

BE IT FURTHER RESOLVED, the Board of Trustees authorizes renewal of the agreement with similar terms and conditions; and

BE IT FURTHER RESOLVED, the Board of Trustees authorizes the chancellor or vice chancellor of finance and administration to sign the agreement on behalf of the district.

The foregoing resolution was adopted by the Board of Trustees of the State Center Community College District at a regular meeting of the Board held on July 3, 2012, by the following vote, to wit:

AYES:
NOES:
ABSENT:

President, Board of Trustees

Secretary, Board of Trustees

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

PRESENTED TO BOARD OF TRUSTEES

DATE: July 3, 2012

SUBJECT: Consideration to Adopt Resolution Authorizing ITEM NO. 12-56G
 Agreement with the California Department
 of Education for Child and Adult Care Food
 Program Healthy and Active Preschoolers Website,
 Fresno City College

EXHIBIT: Resolution

Background:

The California Professional Nutrition Education and Training (Cal-Pro-NET) Center at Fresno City College develops and provides specialized instructional programs that encourage child care professionals to lay the groundwork for young children to establish healthy eating habits. The California Department of Education Nutrition Services Division is providing funding for online training of the Child and Adult Care Food Program (CACFP) courses. This agreement is for the period July 1, 2012, through June 30, 2013, with funding in the amount of \$80,000.

Recommendation:

It is recommended the Board of Trustees:

- a) adopt Resolution No. 2012-18 authorizing the agreement between the California Department of Education Nutrition Services Division and the district, on behalf of the Fresno City College Cal-Pro-NET Center, for healthy and active preschooler website for the period July 1, 2012, through June 30, 2013, with funding in the amount of \$80,000;
- b) authorize renewal of the agreement with similar terms and conditions; and
- c) authorize the chancellor or vice chancellor of finance and administration to sign the agreement on behalf of the district.

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

In the Matter of Authorizing Agreement with)
California Department of Education for Child)
Adult Care Food Program (CACFP) Healthy)
and Active Preschoolers Website, FCC)

RESOLUTION NO. 2012-18

WHEREAS, the California Professional Nutrition Education and Training Center at Fresno City College develops and provides specialized instructional programs for the child and adult nutrition personnel at the production, supervisory, and administrative levels.

WHEREAS, the California Department of Education Nutrition Services Division is providing funding for online training of the Child and Adult Care Food Program courses.

WHEREAS, the agreement is for the period July 1, 2012, through June 30, 2013, with funding in the amount of \$80,000.

NOW, THEREFORE, BE IT RESOLVED, the Board of Trustees of State Center Community College District hereby adopts Resolution No. 2012-18 authorizing the agreement between the California Department of Education Nutrition Services Division and the district, on behalf of the Fresno City College Cal-Pro-NET Center, for elective online training for the period of July 1, 2012, through June 30, 2013, with funding in the amount of \$80,000;

IT IS FURTHER RESOLVED, The Board of Trustees of the State Center Community College District authorizes renewal of the agreement with similar terms and conditions; and

IT IS FURTHER RESOLVED, the district's chancellor and vice chancellor of finance and administration are authorized to sign the agreement on behalf of the district

The foregoing resolution was adopted by unanimous vote of the Board of Trustees of the State Center Community College District at a regular board meeting held on July 3, 2012.

President, Board of Trustees

Secretary, Board of Trustees

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

PRESENTED TO BOARD OF TRUSTEES

DATE: July 3, 2012

SUBJECT: Consideration to Accept Grant, U.S.
Department of Education Upward
Bound Program, Fresno City College

ITEM NO. 12-57G

EXHIBIT: None

Background:

The district was notified by the U.S. Department of Education that Fresno City College has been approved for funding of an Upward Bound grant. The Upward Bound program provides assistance to low-income and/or potential first-generation college students in acquiring the academic skills and motivation to succeed in high school and successfully transition into college. The term of service for the grant is the five-year period September 1, 2012, through August 31, 2017. The grant, funded at \$365,225 per year, is for the continuation of existing Upward Bound program services provided to Edison, Fresno, Hoover, McLane, and Roosevelt high school students.

Recommendation:

It is recommended the Board of Trustees:

- a) authorize the district, on behalf of Fresno City College, to accept the Upward Bound grant from the U.S. Department of Education for the five-year period September 1, 2012, through August 31, 2017, with total funding in the amount of \$1,826,125 (\$365,225 per year) to continue providing Upward Bound program services;
- b) authorize renewal of the grant with similar terms and conditions; and
- c) authorize the chancellor or vice chancellor of finance and administration to sign grant-related documents on behalf of the district.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: July 3, 2012

SUBJECT: Consideration to Accept Grants, U.S.
Department of Education Upward
Bound Program, Reedley College

ITEM NO. 12-58G

EXHIBIT: None

Background:

The district was notified by the U.S. Department of Education that Reedley College has been approved funding for the continuation of two Upward Bound program grants. The Upward Bound program provides assistance to low-income and/or potential first-generation college students in acquiring the academic skills and motivation to succeed in high school and successfully transition into college. The term of service for both grants is the five-year period September 1, 2012, through August 31, 2017. The first grant, funded at \$365,226 per year, is to provide program services to Parlier, Reedley, and Orange Cove high school students. The second grant, funded at \$262,500 per year, is to provide program services to Selma and Dinuba high school students.

Recommendation:

It is recommended the Board of Trustees:

- a) authorize the district, on behalf of Reedley College, to accept the two Upward Bound grants from the U.S. Department of Education for the five-year period September 1, 2012, through August 31, 2017, with total funding in the amount of \$3,138,630 (\$627,726 per year) to continue providing Upward Bound program services;
- b) authorize renewal of the grant with similar terms and conditions; and
- c) authorize the chancellor or vice chancellor of finance and administration to sign grant-related documents on behalf of the district.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: July 3, 2012

SUBJECT: Consideration to Accept Grant, U.S.
Department of Education Upward
Bound Program, Madera Center

ITEM NO. 12-59G

EXHIBIT: None

Background:

The district was notified by the U.S. Department of Education that the Madera Center has been approved for funding of an Upward Bound grant. The Upward Bound program provides assistance to low-income and/or potential first-generation college students in acquiring the academic skills and motivation to succeed in high school and successfully transition into college. The term of service for the grant is the five-year period September 1, 2012, through August 31, 2017. The grant, funded at \$262,500 per year, is for the continuation of existing Upward Bound program services provided to Madera high school students.

Recommendation:

It is recommended the Board of Trustees:

- a) authorize the district, on behalf of the Madera Center, to accept the Upward Bound grant from the U.S. Department of Education for the five-year period September 1, 2012, through August 31, 2017, with total funding in the amount of \$1,312,500 (\$262,500 per year) to continue providing Upward Bound program services;
- b) authorize renewal of the grant with similar terms and conditions; and
- c) authorize the chancellor or vice chancellor of finance and administration to sign grant-related documents on behalf of the district.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: July 3, 2012

SUBJECT: Consideration to Approve Agreement for
Intrusion Detection and Access Control
System, Old Administration Building,
Fresno City College

ITEM NO. 12-60G

EXHIBIT: None

Background:

With the renovation of the Old Administration Building (OAB) near completion, it is necessary to initiate a contract for the installation of an intrusion detection and access control system. There are currently a variety of intrusion detection systems throughout district facilities that are centrally monitored by the police department. While serviceable, they have proven difficult to incorporate into a districtwide monitoring program.

With the utilization of state funding for the OAB project, administration released Request for Proposal (RFP) #1112-08 to pilot a new intrusion detection and access control system for this facility. If successful, it would become the standard system for installations throughout the district. Specifications within this RFP required vendors to submit proposals integrating our existing technology while offering new control panels and software that offer enhanced reporting and control at a reduced cost. Responders were required to have local service and support while offering proven technology and applicable experience with similar installations.

The district received three responses. Based upon these proposal responses, evaluations and an extensive interview process, administration is recommending the Interlogix System, installed by local firm Sebastian Corporation, be considered for award of the pilot intrusion detection and access control system for the OAB project. This installation will be judged, tested, and monitored for improvement over existing systems. If determined superior, it will become the standard for new intrusion and access control systems throughout the district. Pricing includes control panels, software, monitoring equipment, proximity readers, motion detectors, and labor and installation costs.

Fiscal Impact:

\$33,051.96 – State of California Bond Funds

Recommendation:

It is recommended the Board of Trustees authorize an agreement with Sebastian Corporation in the amount of \$33,051.96 for the installation of the Interlogix System intrusion detection and access control system pilot project at the Fresno City College Old Administration Building; and authorize the chancellor or vice chancellor of 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: July 3, 2012

SUBJECT: Consideration of Bids, Landscape and Grading Improvements, Eules Park, Fresno City College ITEM NO. 12-61G

EXHIBIT: None

Background:

Bid #1112-19 provides for the work necessary for landscape and grading improvements at Eules Park on the Fresno City College campus. The work of this project consists of baseball infield improvements to include removal of existing turf, dirt infield, pitchers mound and sprinklers; grading of the infield; reinstallation of salvaged base anchors, sprinklers, valve boxes, and pitcher's mound; and the installation of a new dirt infield mix and sod. This project was necessitated by the deteriorated condition of the existing baseball infield.

Funding for this project will be provided by decision package funds for Fresno City College. Bids were received from four (4) contractors as follows:

<u>Bidder</u>	<u>Award Amount</u>
Seal Rite Paving	\$57,859.00
Sunset Landscapes, Inc.	\$63,612.00
Hobbs Construction, Inc.	\$74,950.00
Nish-ko, Inc.	\$75,920.00

Fiscal Impact:

\$57,859.00 – Decision Package Funds for Fresno City College

Recommendation:

It is recommended the Board of Trustees award Bid #1112-19 in the amount of \$57,859 to Seal Rite Paving, the lowest responsible bidder for the landscape and grading improvements at Eules Park, Fresno City College, and authorize the chancellor or vice chancellor of 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: July 3, 2012

SUBJECT: Consideration to Adopt the 2012-2016
SCCCD Strategic Plan.

ITEM NO. 12-53

EXHIBIT: 2012-2016 SCCCDC Strategic Plan

Background:

The district Strategic Planning Committee was given responsibility for the development of the 2012-2016 SCCCDC Strategic Plan in collaboration with the College Brain Trust (CBT).

In January 2012, the Board of Trustees provided leadership by creating its vision for the future of the district through the “visioning” process. The themes that emerged provided a framework for the district’s first *Strategic Conversation: Connecting the Vision*, which was held in February 2012. This provided an opportunity for internal stakeholders to discuss the results of the Board’s “visioning” process. The summary of those discussions informed the district’s charrette that was held in March 2012 and presented an opportunity for both internal and external stakeholders to provide comments on the strategic plan.

At the May 2012 board meeting, Dr. Fran White from the CBT presented the mission, vision, and values statements for the Board’s review and comments. Attached are the final results of the strategic planning process.

Recommendation:

It is recommended that the Board of Trustees adopt the proposed 2012-2016 SCCCDC Strategic Plan, as presented.



STATE CENTER COMMUNITY COLLEGE DISTRICT
FRESNO • REEDLEY • CLOVIS • MADERA • OAKHURST • WILLOW INTERNATIONAL

2012 – 2016 STRATEGIC PLAN

July 3, 2012

Board of Trustees

**Isabel Barreras
Richard M. Caglia
H. Ronald Feaver
Ronald H. Nishinaka
Patrick E. Patterson
Dorothy "Dottie" Smith
William J. Smith**

Deborah G. Blue, Ph.D., Chancellor

Core Beliefs

Mission

State Center Community College District is committed to student learning and success, while providing accessible, high quality, innovative educational programs and student support services to our diverse community by offering associate degrees, university transfer courses and career technical programs that meet the academic and workforce needs of the San Joaquin Valley and cultivate an educationally prepared citizenry.

Vision

State Center Community college District will demonstrate exemplary educational leadership to foster and cultivate a skilled workforce and an educated citizenry who are well prepared professionally and personally to contribute to our community.

Values

Excellence: So that every student will have the opportunity to benefit from an educational experience of the highest quality, we are committed to excellent teaching, learning, quality instruction, support services, and co-curricular activities.

Diversity: We are committed to cultivating a welcoming environment for all and we will promote and celebrate diversity in our student body, faculty, staff and administration.

Integrity: We will be accountable, honest, transparent and adhere to the highest professional standards to ensure that every student has the opportunity to receive an excellent education. We are committed to moving barriers to student success.

Continual Improvement: We will continually evaluate our policies and practices to sustain and improve the quality of our programs and services. We will utilize effective planning procedures and commit to making decisions based upon the systematic use of relevant data.

Stewardship: We are committed to the enhancement, preservation, conservation, and effective utilization of our resources.

Community: We value the community we serve and strive to work as a good neighbor, and partner with the people, businesses and organizations of the San Joaquin Valley.

Communication: We are committed to open communication among all members of the District, and with the external community of which we are an integral part. We will ensure freedom of speech, collaboration and mutual respect.

Strategic Directions

The State Center Community College District Goals and Objectives were developed in collaboration with the SCCCDC Strategic Planning Committee, based upon extensive analysis of information regarding the internal and external communities of the district. The development of the goals and objectives relied upon documentation included in the 2012 ACCJC Accreditation letters, the District's Data Portfolio, the College Brain Trust documents known as "Organization Review of Centralized Services", "Lessons Learned from the Data" and "Challenges and Opportunities: Implications From the SCCCDC Data Portfolio."

Goal 1: Student Success

SCCCDC is committed to supporting and assisting students in achieving their educational goals by offering premier academic, career technical training, and student support programs that enhance students' abilities to succeed in an increasingly complex and interconnected world.

- 1.1 Develop strategies to address unique needs of matriculating recent high school graduates and older students to ensure their academic success;
- 1.2 Improve student success rates by increasing persistence and completion rates for all students;
- 1.3 Create a comprehensive Student Services Delivery Plan for all campuses and centers;
- 1.4 Analyze current student assessment processes and outcomes and ensure cohesion across all District locations;
- 1.5 Increase students' campus and community engagement.

Goal 2: Student Access

SCCCD recognizes that it must be responsive to the population growth of the San Joaquin Valley and is committed to reducing enrollment barriers.

2.1 Evaluate student access for all communities and develop a districtwide Enrollment Management Plan to optimize the District presence in all areas of the District;

2.2 Maintain and improve student admission, registration, counseling and orientation processes to maximize student educational planning;

2.3 Enhance student support program coordination and development in areas such as outreach, recruitment, co-curricular and career awareness activities throughout the District.

Goal 3: Teaching and Learning Effectiveness

SCCCD is committed to providing the highest quality instructional programs using current and emerging instructional methods and technologies.

3.1 Create a comprehensive Basic Skills Delivery Plan;

3.2 Coordinate curriculum and Signature Programs, and develop new Signature Programs as appropriate throughout the District.

3.3 Develop a comprehensive Distance Learning Delivery Plan and increase the number of courses and enrollments delivered at a distance;

3.4 Ensure continuous integration and implementation of the colleges' cycles of Program Review and Student Learning Outcomes assessment to improve institutional effectiveness.

3.5 Provide faculty development opportunities to support excellent teaching and learning in areas such as distance learning, innovative teaching methods, the use of technology for learning, and learning communities

Goal 4: Economic and Workforce Development

SCCCD is committed to being a partner in developing the economic vitality of the region through collaboration with its community partners and by offering and assuring access to quality career technical programs.

4.1 Assess, maintain and develop effective and relevant career technical programs and curriculum in collaboration with external partners;

4.2 Regularly assess workforce program and skill needs based upon up to date, relevant employment and other business data;

4.3 Increase persistence and completion rates for students in career technical programs;

4.4 Increase the number of quality work experience, apprenticeship, job shadowing, service learning and internship experiences.

Goal 5: Communication

SCCCD is committed to open and clear communication among its constituent groups and with its external communities.

5.1 Develop and implement a District Governance Model;

5.2 Increase regular reporting of District and Board activities and actions to the colleges' communities through various means such as newsletters, meetings and discussion sessions;

5.3 Expand and improve communication throughout the district;

5.4 Maintain and improve relationships with the District's community, economic and workforce partners.

Goal 6: Organizational Effectiveness

SCCCD is committed to continually improve its organizational process to ensure its institutional effectiveness and accountability.

6.1 Develop and implement a District Resource Allocation Plan;

6.2 Review and update the District Technology Plan;

6.3 Finalize and implement a District Facilities Master Plan;

6.4 Develop and implement a Human Resources Staffing Plan that recognizes the staff diversity needs, expected retirements in the near future and the organizational and curricular changes of the District, and the need for staff training;

6.5 Develop a plan for growth of the District's campuses and centers, including planned phases for enrollment, staffing, resource allocation, organizational structures and facilities needs;

6.6 Develop an effective planning and research infrastructure at the district level to enhance institutional research across the District with coordination mechanisms, an annual district research agenda, common research projects and additional research needed for assisting in planned growth for SCCC;D;

6.7 Implement an integrated Strategic Planning Model that includes regular assessment of progress toward goals.

Goal 7: Community and Resource Development

SCCCD is committed to optimizing its resources while maintaining its fiscal integrity.

7.1 Maintain prudent financial practices to ensure and support the fiscal health and wellbeing of the District;

7.2 Create a Resource Development Plan to enhance revenue generation and external giving;

7.3 Develop a systematic process to maximize mission driven grants acquisition.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: July 3, 2012

SUBJECT: Consideration to Authorize Submittal of
2014-2018 Five-year Construction Plan
and Priority Projects

ITEM NO. 12-54

EXHIBIT: List of Priority Projects

Background:

The State Capital Outlay Program includes various steps to ultimately receive state approval and funding for capital projects, as outlined below:

- District prepares and submits an Initial Project Proposal (IPP) to the California Community College Chancellor's Office (CCCCO) by August 1.
- CCCCCO reviews IPP and approves or rejects the proposal.
- If IPP is approved, the district is authorized to proceed with the preparation of a Final Project Proposal (FPP) for submission to the state by August 1 in the following year.
- CCCCCO reviews FPP and approves or rejects the proposal.
- If FPP is approved, the project will compete with other approved community college FPPs for funding from future statewide education construction bonds in even-numbered years.

In addition to the submission of IPPs and FPPs, the district is required to annually complete and submit to the chancellor's office, a five-year construction plan identifying facility footage, space utilization, and proposed construction projects necessary to meet the enrollment and programmatic needs for the five-year period. The chancellor's office also requires all locally funded projects, including those that will be designed and constructed beyond the current five-year period, be identified and included in this plan.

Attached is a listing of district projects, including Measure E projects, submitted in the five-year plan.

Recommendation:

It is recommended the Board of Trustees approve submittal of the five-year construction plan for the years 2014-2018.

**PRIORITY LISTING OF DISTRICT PROJECTS
2014-2018**

	<u>Funding Source</u>
1. Modernization Phase 2, Infrastructure Upgrades Reedley College	Measure E
2. Willow International Road Expansion & Behymer Street Entrance Willow International	Measure E
3. Student Center Remodel Madera Center	Measure E
4. Child Development Center Reedley College	Future State Bond
5. CTC Site Development & Phase I Facilities Southeast Site	Future State Bond & Measure E
6. Child Development Center Fresno City College	Future State Bond
7. Math Science Building, Modernization & Addition Fresno City College	Future State Bond & Local Bond
8. Life Science Building, Modernization & Addition Reedley College	Future State Bond & Local Bond
9. Applied Technology Building Willow/International Center	Future State Bond & Local Bond
10. Madera Academic Village 1, Addition Madera Center	Future State Bond & Local Bond
11. Relocate District Office/Operations to West Fir State Center District Office	Future Local Bond
12. Art/Home Economics Building, Modernization Fresno City College	Future State Bond & Local Bond
13. Agriculture Instruction Complex, Modernization Reedley College	Future State Bond & Local Bond
14. Physical Education Complex, Modernization Reedley College	Future State Bond & Local Bond

Priority Listing of District Projects
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	<u>Funding Source</u>
15. Applied Technology Building 600, Remove & Relocate Fresno City College	Future State Bond & Local Bond
16. Oakhurst Academic Building I Oakhurst Center	Future Local Bond

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

PRESENTED TO BOARD OF TRUSTEES

DATE: July 3, 2012

SUBJECT: Consideration to Authorize Submittal of Initial ITEM NO. 12-55
 Project Proposal, Math Science Building
 Modernization and Addition, Fresno City College

EXHIBIT: None

Background:

The State Capital Outlay Program includes various steps to ultimately receive state approval and funding for capital projects as outlined below:

- District prepares and submits an Initial Project Proposal (IPP) to the California Community College Chancellor's Office (CCCCO) by August 1.
- CCCCCO reviews IPP and approves or rejects the proposal.
- If IPP is approved, the district is authorized to proceed with the preparation of a Final Project Proposal (FPP) for submission to the state by August 1 in the following year.
- CCCCCO reviews FPP and approves or rejects the proposal.
- If FPP is approved, the project will compete with other approved community college FPPs for funding from future statewide education construction bonds in even-numbered years.

Following the recommendations of the districtwide facilities master plan, this project proposes the modernization of academic spaces in the math science building and the construction of additional laboratory and office space. The math science building was originally constructed in 1973. The configuration and technology support for the teaching spaces is not compatible with current teaching methods. Additionally, the amount of laboratory space is inadequate for the level of enrollment in the science disciplines. The modernization of the laboratory and lecture space will address, among other items, deficiencies in chemical storage, limited prep areas, inefficient layouts, accessibility, and ongoing problems with the building's elevator. The computer laboratories shall be equipped and arranged in a manner to support multiple disciplines. The project will modernize approximately 58,000 square feet of space and construct approximately 12,000 gross square feet, resulting in a net increase of 7,800 assignable square feet of interior space at a total estimated cost of \$29.9 million. The IPP would request 100% funding from the state with funding coming from a future statewide bond.

Item No. 12-55

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The time schedule is dependent upon a statewide bond being placed before the electorate of California and approved.

Recommendation:

It is recommended the Board of Trustees authorize submittal to the California Community College Chancellor's Office of an Initial Project Proposal for the Math Science Building Modernization and Addition, Fresno City College.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: July 3, 2012

SUBJECT: Consideration to Authorize Submittal of Initial Project Proposal, Life Science Building Modernization and Addition, Reedley College

ITEM NO. 12-56

EXHIBIT: None

Background:

The State Capital Outlay Program includes various steps to ultimately receive state approval and funding for capital projects as outlined below:

- District prepares and submits an Initial Project Proposal (IPP) to the California Community College Chancellor's Office (CCCCO) by August 1.
- CCCCCO reviews IPP and approves or rejects the proposal.
- If IPP is approved, the district is authorized to proceed with the preparation of a Final Project Proposal (FPP) for submission to the state by August 1 in the following year.
- CCCCCO reviews FPP and approves or rejects the proposal.
- If FPP is approved, the project will compete with other approved community college FPPs for funding from future statewide education construction bonds in even-numbered years.

Following the recommendations of the districtwide facilities master plan, this project proposes the modernization of academic space by replacing the existing science laboratories currently housed in a wing of an original campus building. The original campus buildings, constructed in 1956, are approximately 56 years old and have numerous environmental deficiencies, including evidence of termite damage and dysfunctional heating, cooling, and plumbing systems. In addition, the buildings are extremely energy inefficient, with single pane windows, inadequate thermal insulation, and inefficient mechanical systems resulting in higher ongoing energy costs.

The project also proposes relocating the dental program currently housed in the dental assisting building. The dental laboratories are more than 40 years old and are no longer effective in providing the teaching/learning environments in a safe and adequate manner. The project includes remodeling and expanding the life science building to provide for the addition of the physical sciences and dental programs and provides additional laboratory space for bringing the nursing program onto campus. The dental assisting building will be vacated and the physical

science and chemistry instructional lab buildings will be demolished. Also, in response to the districtwide master plan, the relocatable buildings south of the life science building will be removed.

The project will modernize approximately 6,500 square feet of space and construct approximately 13,500 gross square feet, resulting in a net increase of 3,000 assignable square feet of interior space at a total estimated cost of \$14.6 million. The IPP would request 100% funding from the state, with funding coming from a future statewide bond. The time schedule is dependent upon a statewide bond being placed before the electorate of California and approved.

Recommendation:

It is recommended the Board of Trustees authorize submittal to the California Community College Chancellor's Office of an Initial Project Proposal for the Life Science Building Modernization and Addition, Reedley College.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: July 3, 2012

SUBJECT: Consideration to Authorize Submittal of Initial Project Proposal, Applied Technology Building, Willow International Community College Center

ITEM NO. 12-57

EXHIBIT: None

Background:

The State Capital Outlay Program includes various steps to ultimately receive state approval and funding for capital projects as outlined below:

- District prepares and submits an Initial Project Proposal (IPP) to the California Community College Chancellor's Office (CCCCO) by August 1.
- CCCCCO reviews IPP and approves or rejects the proposal.
- If IPP is approved, the district is authorized to proceed with the preparation of a Final Project Proposal (FPP) for submission to the state by August 1 in the following year.
- CCCCCO reviews FPP and approves or rejects the proposal.
- If FPP is approved, the project will compete with other approved community college FPPs for funding from future statewide education construction bonds in even-numbered years.

Following the recommendations of the districtwide facilities master plan, this project proposes construction of a new building, or series of buildings, on the Willow International Community College Center campus. This project provides for instructional space to meet the growing enrollment demands on the campus. The project includes lecture and laboratory space, office space, and some tutorial/study space. In addition to general classroom and office space, the project will provide laboratory spaces for environmental, electronic, water and wastewater technology programs, as well as laboratory space for health occupation programs.

The project adds approximately 40,000 gross square feet and 26,600 assignable square feet of interior space at a total estimated cost of \$21 million. The IPP would request 100% funding from the state with funding coming from a future statewide bond. The time schedule is dependent upon a statewide bond being placed before the electorate of California and approved.

Item No. 12-57

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Recommendation:

It is recommended the Board of Trustees authorize submittal of an Initial Project Proposal for the Applied Technology Building, Willow International Community College Center to the California Community College Chancellor's Office.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: July 3, 2012

SUBJECT: Consideration to Authorize Submittal of Initial Project Proposal, Academic Village 1 Addition, Madera Center

ITEM NO. 12-58

EXHIBIT: None

Background:

The State Capital Outlay Program includes various steps to ultimately receive state approval and funding for capital projects as outlined below:

- District prepares and submits an Initial Project Proposal (IPP) to the California Community College Chancellor's Office (CCCCO) by August 1.
- CCCCCO reviews IPP and approves or rejects the proposal.
- If IPP is approved, the district is authorized to proceed with the preparation of a Final Project Proposal (FPP) for submission to the state by August 1 in the following year.
- CCCCCO reviews FPP and approves or rejects the proposal.
- If FPP is approved, the project will compete with other approved community college FPPs for funding from future statewide education construction bonds in even-numbered years.

Following the recommendations of the districtwide facilities master plan, this project consists of an addition to the existing Academic Village 1 building. The Academic Village 1 building was completed in 2004. When the building was originally designed, a future two-story addition was included in the planning. The projected growth in enrollment at this campus will require additional instructional and office space to accommodate the increase. This project completes the development of Academic Village 1 and provides additional lecture, library, and office space to meet the increased needs of the Madera campus. This project also provides laboratory space for a growing LVN program, a portion of which is currently housed in a relocatable building on campus. In addition, this project provides study/tutorial space, distance learning facilities, and a staff/student computer training center, further enhancing the educational programs in Madera.

The project adds approximately 22,000 gross square feet and 15,000 assignable square feet of interior space at a total estimated cost of \$13 million. The IPP would request 100% funding from

the state, with funding coming from a future statewide bond. The time schedule is dependent upon a statewide bond being placed before the electorate of California and approved.

Recommendation:

It is recommended the Board of Trustees authorize submittal to the California Community College Chancellor's Office of an Initial Project Proposal for the Academic Village 1 Addition, Madera Center.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: July 3, 2012

SUBJECT: Consideration to Approve Agreements for
Charter Bus Transportation and Vehicle
Rentals, Districtwide

ITEM NO. 12-59

EXHIBIT: None

Background:

The district's budget constraints over the past years have eliminated the ability to replace buses and vehicles in the transportation fleet. As a result, the age and mileage of the fleet has increased to the point where a large unbudgeted expenditure would be required to replace vehicles becoming unreliable.

In addition, new air quality standards will require the removal of two of the district's six buses from service by the end of 2012. The two used buses are 1985 MCIs purchased by the district in 1990; there are no emission control modifications available to meet the new standards. Additionally, there are two used 1997 and 1998 MCIs purchased in 2004 and two new 2004 International buses. As with the vehicle fleet, the bus fleet would require large unbudgeted expenditures to replace the two buses to be taken out of service and to schedule the replacement of the 1997 and 1998 buses in the future.

In an effort to avert these unbudgeted capital expenditures, administration released Request for Proposal #1112-18 for Charter Bus Services to identify and select the best qualified and most cost effective outside firms for charter bus transportation. This RFP was distributed to interested charter bus transportation companies serving the central San Joaquin Valley. Specifications were developed using historical data for district funded bus trips and firms were invited to submit proposals to accommodate similar future transportation needs. Because of the nature of advance bookings and availability of charter buses for specific dates, the district qualified all four firms responding to the RFP and intends to utilize the services of the charter bus firms in ascending order of pricing and availability.

Based upon review of the RFP responses, administration is recommending approval of the following qualified carriers to provide charter bus services, on an as-needed basis, for a three-year period with an option to extend for two additional one-year periods:

Best Tours and Travel (Fresno, CA)
Classic Charter, Inc. (Visalia, CA)
Golden Eagle Charter (Fresno, CA)
Orange Belt Stages (Fresno, CA)

In conjunction with charter bus services, administration also identified an existing state of California contract for commercial car rental services with Enterprise Rent-A-Car to provide vehicle rental services for additional district transportation needs. The term of this commercial travel agreement is through 2013 with a potential 3-year extension and allows the district to rent appropriately sized vehicles for district travel at discounted corporate rates at any Enterprise location throughout the state. An evaluation of this program has determined district requirements for van and other vehicle rentals can be procured at a cost less than currently available through our existing vehicle fleet. Administration is recommending utilization of this existing state contract for vehicle rentals throughout the district.

Reservations for charter bus and vehicle rentals will still be coordinated and managed by the transportation department through these separate agreements. Overall costs for transportation needs should be less than currently available through right sizing of vehicle requirements and trip management, avoidance of necessary maintenance and insurance expenditures, and the ability to avert necessary capital expenditures for vehicle fleet replacement. Included in this recommendation is the potential sale of underutilized vehicles no longer required if these agreements are approved by the Board of Trustees. Sale of the existing fleet will be by auction or consignment sales by Enterprise Fleet Services.

Funding for these agreements will be provided by various general fund and categorical budgets previously approved by the Board of Trustees for transportation services.

Recommendation:

It is recommended the Board of Trustees:

- a) approve award of Request for Proposal #1112-18 for charter bus services, districtwide, to Best Tours and Travel, Classic Charter, Inc., Golden Eagle Charter, and Orange Belt Stages, and authorize purchase orders to be issued, as needed, for charter bus services; and
- b) approve participation in State of California Contract #5-11-99-01 to Enterprise Rent-A-Car for commercial car rental services, districtwide; and
- c) authorize purchase orders to be issued against these agreements for the purchase of charter bus services and vehicle rentals as may be needed districtwide; and
- d) authorize disposal of district surplus vehicles by auction or consignment sale.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: July 3, 2012

SUBJECT: Consideration of Bids, Technology
Infrastructure Upgrade, Reedley College

ITEM NO. 12-60

EXHIBIT: None

Background:

Bid #1112-17 provides for all labor, material and equipment necessary to install new telecommunications infrastructure at the Reedley College campus. The work of this project involves the replacement, upgrade, and addition of new telecommunications infrastructure including the modification of existing space into network rooms, new network pathways and cabling within existing buildings, and new fiber optic cabling between buildings. Also included in the project are various site related items of work, including selective demolition, environmental mitigation, concrete and masonry, electrical, finishes, and exterior improvements. This is a campus wide installation affecting almost all campus facilities and will be a phased completion to schedule work with the least disruption as possible to the campus. This project, when complete, will expand the existing network infrastructure to provide a more robust network for data, voice, and video and will complete a continuous state-of-the-art network to support the demands for increased speed, capacity, connectivity, and reliability of our integrated information management system.

The construction schedule for this project has a nine month duration and will be scheduled for completion prior to the start of the summer 2013 term. Funding for this project will be provided by Measure E General Obligation Bonds. Bids were received from four (4) contractors as follows:

<u>Bidder</u>	<u>Award Amount</u>
BMY Construction Group, Inc.	\$1,850,000.00
Durham Construction Company, Inc.	\$2,032,000.00
Fortune-Ratliff General Contractors, Inc.	\$2,443,639.00
Woodhams Construction, Inc.	\$2,512,850.00

Item No. 12-60

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Fiscal Impact:

\$1,850,000.00 – Measure E General Obligation Bonds

Recommendation:

It is recommended the Board of Trustees award Bid #1112-17 in the amount of \$1,850,000.00 to BMY Construction Group, Inc., the lowest responsible bidder for technology infrastructure upgrades at Reedley College; and authorize the chancellor or vice chancellor of finance and administration to sign an agreement on behalf of the district.