

MINUTES OF MEETING OF
BOARD OF TRUSTEES
STATE CENTER COMMUNITY COLLEGE DISTRICT
August 1, 2006

Call to Order A regular meeting of the Board of Trustees of the State Center Community College District was called to order by President Les Thonesen at 4:35 p.m., August 1, 2006, at the Clovis Center, Room 308, 390 W. Fir Avenue, Clovis CA

Trustees Present Leslie W. Thonesen, President
Isabel Barreras, Vice President
Dorothy Smith, Secretary
H. Ronald Feaver
Phillip J. Forhan
Patrick E. Patterson
William J. Smith
Kate Blanco, Student Trustee, Fresno City College
Edward Rea, Student Trustee, Reedley College

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

Introduction of Guests Among the others present, the following signed the guest list:

Jan Krueger, Executive Secretary to the Chancellor, SCCCCD
Gene Blackwelder, College Business Manager, RC
Lois Williams, Classified Senate President and Staff, RC
Rick Santos, Academic Senate President and Instructor, FCC
Ron Nishinaka, Academic Senate President and Instructor, RC
Brian Speece, Associate Vice Chancellor-Business and Operations, SCCCCD
Eileen O'Hare, General Counsel, SCCCCD
Lisa Maciel, CSEA President and Staff, RC
Teresa Patterson, Executive Director-Public and Legislative Relations, SCCCCD
Zwi Reznik, SCFT President and Instructor, FCC
Carrie Baize, Classified Senate President and Staff, FCC
Jeff Tannen, Instructor, Clovis Center
Larry Dickson, CSEA and Staff, FCC

Kim Perry, Vice President of Instruction, RC
Leslie Cox, Parent
Mike Stannard, CFT 1533, and Adjunct Instructor
Cris Monahan Bremer, Director of Marketing &
Communications, FCC
Janell Mendoza, Associate College Business Manager, NC
Julie Whiting, School Relations Specialist, NC
Debbie Ikeda, Vice President of Instruction, NC
Gary Sakaguchi, Director of Technology, RC
Ruben Fernandez, Vice President of Student Services, RC
Jerry Behrens, Lozano Smith

Approval of Minutes

The minutes of the Board meeting of June 27, 2006, were presented for approval. A motion was made by Ron Feaver and seconded by Pat Patterson to approve the minutes of the June 27, 2006, meeting as presented. The motion carried unanimously.

Delegations, Petitions,
and Communications

Ms. Leslie Cox, a parent, addressed the Board concerning the difficulties she and her son encountered in obtaining interpreting services for his classes this fall at Fresno City College. She asked that Fresno City College be requested to examine their services for the deaf and hard of hearing and to come up with more ways to accommodate these students so they are not turned away. Ms. Cox provided copies for the Board of options that can be employed when an interpreter is unavailable.

Mr. Thonesen said that the Chancellor will help the Board respond back to Ms. Cox.

Swearing In/Affirming
of New Student
Trustees

Dr. Crow administered the Oath of Allegiance to Ms. Kate Blanco, Fresno City College Student Trustee; and to Mr. Edward Rea, Reedley College Student Trustee.

Chancellor's Report

Dr. Crow reported the following:

- Willow/International Tour - Last week Thursday, during the Measure E Bond Oversight Committee meeting, Dr. Crow, Trustees Les Thonesen and Ron Feaver, and others joined the committee members for a tour of the new 80,000 square foot academic building at the Willow/International site.
- OAB Internal Campaign - The Internal OAB Capital Campaign kick off at Fresno City College is scheduled for August 10. The FCC Campaign Committee has been working very hard all summer on preparing for the internal campaign, which will lay the foundation for the external campaign.

Chancellor's Report
(continued)

- NWPC “Women’s Equality Day” Dinner - On August 23, the National Women’s Political Caucus will honor Trustee Dorothy Smith during their “Women’s Equality Day” dinner at Pardini’s. Dr. Crow, the Trustees, and others from SCCCD look forward to attending this event recognizing the contributions Ms. Smith has made during her career. Dr. Crow extended his congratulations to Ms. Smith on this prestigious honor.
- Irvine Foundation Planning Grant - SCCCD is participating with Fresno Unified, Fresno State, the Fresno Business Council, the RJI and One-By-One Leadership to develop a program that will prepare students to leave the community colleges with job skills suitable for one or more of the RJI clusters, or skills that would allow for transfer to a four-year degree program.

The planning grant will hopefully be funded by the Irvine Foundation. The grant includes plans to train the first cohort, which will include community college instructors, university professors, secondary teachers, and community leaders. The cohort will be charged to develop the content of the new program.

The program will also call for a joint Board of Trustees meeting with State Center and Fresno Unified to present the plan to the community and solicit support from the business and industry community to bring the plan to pass.

- Workforce Development Summit – Dr. Crow confirmed SCCCD’s plans to host a districtwide Workforce Development Summit. The summit is scheduled for October 26, 7:30 to 11:30 a.m., at Tornino’s. Phyllis Eisen, Vice President for the National Manufacturing Association and Executive Director of the National Center for Workforce Success, along with Dan Walters, Political Columnist for *The Sacramento Bee*, will be on hand to kick off the summit. Leaders from business and industry will be invited to engage in a “working session” on refining and, in some cases, creating career and technical education programs that meet the valley’s needs. The summit will be structured much like the charrette the District hosted several years back during the development of the SCCCD Strategic Plan. The District will be working closely with the RJI, the WIB and other workforce development agencies in planning the agenda for the summit. More information will be provided as plans develop.

Campus Reports

Dr. Kershaw reported the following from the North Centers:

- North Centers Phi Beta Lambda received a \$2000 grant from the Bank of the Sierra to support conferences and activities.
- Karen Hammer, Clovis Center Spanish instructor, participated in the Community Colleges for International Development (CCID) trip to Argentina.
- The Board received copies of the *North Centers' Review 2006* (Student Art & Literature) journal. Dr. Kershaw introduced Jeff Tannen, one of the advisors involved in the production of the full-color journal.
- Phil Gonzales, Madera Center counselor, participated as an Education Fellow in the USDA Hispanic Serving Institutions Fellows Program. Mr. Gonzales will be sharing his experiences through workshops and meetings with colleagues, students and local feeder high schools.

Dr. Doffoney reported the following from Fresno City College:

- The kickoff for the fall semester and the internal campaign for the OAB will start August 10 with a reception at the Old Administration Building.
- Geography Instructor Peter Meserve has been selected to participate in the Fulbright Teacher Exchange Program in Poland during this academic year.
- Amber Hillius, FCC student, has been awarded a \$1,000 Datatel Scholars Foundation scholarship.
- The annual scholarship banquet will be August 25.

Dr. Hioco reported the following from Reedley College:

- Graduated students completing the nursing assistant training.
- New student orientation is August 9.
- Outreach personnel will take part in the Fresno Hispanic Youth Symposium at CSUF, August 4-6.
- Bid goodbye to the 20 Cycle 2004 CASS students on July 13. The 20 Cycle 2006 students arrive on August 9.

Academic Senate Report

Rick Santos, Fresno City College Academic Senate President, reported that the executive committee is working on strategic planning and preparations to present the plan on August 10. An excellent planning procedure was developed. He felt it could be used as a model, and expected it to be an impetus for positive change.

Classified Senate Report

Carrie Baize, Fresno City College Classified Senate President, reported that they are working with the Strategic Planning Council and also working on some summer projects such as a new employee orientation session to be held in August. Plans are in progress for the November staff development day. She also said they have been working with the CSEA vice president.

Transfer Function
Presentation and Panel

Administration conducted a panel discussion with the Board of Trustees regarding the transfer function. This new panel discussion format, instead of a Board report, is being started to more fully gain the Board's input and direction.

Dr. Crow, Dr. Doffoney, Dr. Hioco and Dr. Kershaw provided a video presentation on the SCCCD Student Transfer Initiative Plan. Dr. Crow said that the District's current transfer rate to four-year colleges and universities is not satisfactory. They have developed the Student Transfer Initiative Plan, and will evaluate present activities, implement new programs and practices, and evaluate outcomes. The baseline from which to measure progress will be last year's PFE numbers. The following are the main components of the plan:

- Current Transfer Services and Evaluation
- New Internal Strategies and Evaluation
- External Strategies and Evaluation of Effectiveness
- Overall Assessment of Transfer Program and Services

The Board members discussed the following with administration:

- Ms. Smith asked where the transfer workshops were held and how successful they have been.
- Mr. Forhan asked what benchmark year is used when looking at data over the last five years. Is the data from the best year and the worst year? He expressed that faculty have a critical role in this process and need to be asked about the transfer needs of the students, and involved in the process.
- Mr. Patterson asked if there is a guideline that is used for what a transfer rate should be and how do we compare to that guideline. He asked about who is helping students early on with their decisions about whether or not they want a four-year degree. He thought that students who receive more extensive counseling are the ones that go on to universities.
- Mr. Smith asked for the definition of transfer-ready and when degree auditing starts.
- There was discussion about how faculty are the key in talking with students regarding transfer. Information can be more readily available in classrooms, and students can be hooked up with faculty who have attended the schools the students are interested in attending.
- Ms. Barreras said that she had a call from a student who had not heard about whether or not she qualified for financial aid.

Transfer Function
Presentation and Panel
(continued)

- Mr. Forhan emphasized that the most important thing for students is financial aid. The cost of a university education is expensive, and the campuses should be answering their questions and packaging financial aid for them.
- Mr. Forhan asked if there was an average amount of financial aid for which transfer students are eligible.
- Mr. Patterson asked if a list of eligible students could be sent to four-year universities.
- Mr. Thonesen said that the faculty at Reedley College are doing a good job of working with the students regarding transfer, and said that the UCs need to be present more often on the campuses to meet with students.
- Dr. Crow said that field trips to four-year colleges have been more meaningful if one of our transfer students is at the college to meet with them when they arrive.
- Ms. Barreras said that under Programs and Activities in the transfer plan, a parent night should be added and to provide child care so parents will be able to attend.
- Ms. Smith asked to what extent students have a voice in what they need in a transfer program. Students pick up brochures but probably do not read them. Students have the most contact with teachers so they are the ones who can be the most helpful and would know more about what students want.
- Mr. Smith said that the message needs to be carried to the high schools that our students do transfer into the UCs and CSUs. He also said that stronger relationships need to be developed with the UCs.
- Ms. Smith said that our students need to be made aware of resources, other than financial aid, that are available for acquiring funding for college.
- Mr. Rea stated that if he knew there were guarantees to get into a four-year university, he would push harder. He said he participated in field trips to colleges and found them beneficial.
- Ms. Blanco said that there is a strong link between faculty and students, but that the closest link is student to student. She recommended that student government be trained to answer questions for students because they do get a lot of questions. Currently, they can tell students where to go for assistance, but they could be much more helpful if they knew the process and the answers to give students regarding transfer. Information should be available at the student activities centers.

Board members thanked the District leadership for the presentation and that this approach and topic for discussion was important and timely.

Consent Agenda
Action

Mr. Thonesen announced that Item 06-28HR, Employment, Academic Personnel, has been amended. It was moved by Ms. Smith and seconded by Mr. Smith that the Board of Trustees approve the Consent Agenda, as presented. The motion carried unanimously.

Employment,
Academic Personnel
[06-28HR]
Action

approve the academic personnel recommendations, Items A, as amended. (List A is herewith made a part of these minutes as Appendix I, 06-28HR).

Employment,
Promotion, Change of
Status, Lateral Transfer,
Resignation, and
Retirement,
Classified Personnel
[06-29HR]
Action

approve classified personnel recommendations, Items A through I, as presented. (Lists A through I are herewith made a part of these minutes as Appendix II, 06-29HR).

Employment of Part-
Time Faculty on
Adjunct Faculty Salary
Schedule, Summer
2006, Fresno City
College, Reedley
College, and North
Centers
[06-30HR]
Action

approve employment of part-time faculty on the Adjunct Faculty Salary Schedule for Fresno City College, Reedley College, and North Centers for Summer 2006, as presented.

Consideration to
Approve Elimination of
Vacant Accounting
Technician II Position
and Add
Accountant/Auditor
Position, Reedley
College
[06-31HR]
Action

approve the elimination of the vacant Accounting Technician II position and add an Accountant/Auditor position, Reedley College, effective August 2, 2006.

Consideration to
Approve Revised Title
Instructional
Technician – Child
Development Lab to
Early Childhood
Education Specialist,
Districtwide
[06-32HR]
Action

approve the revised title for the Early Childhood Education Specialist.

Consideration of
District Membership in
Educational
Organizations
[06-88G]
Action

approve membership in the Association of Community College Trustees (ACCT) for 2006-2007 in the amount of \$3,339.00, and membership in the Community College League of California for 2006-2007 in the amount of \$26,406.00.

Review of District
Warrants and Checks
[06-89G]
Action

review and sign the warrants register for the period June 13, 2006, to July 20, 2006, in the amount of \$18,759,997.12; and

review and sign the check registers for the Fresno City College and Reedley College Co-Curricular Accounts and the Fresno City College and Reedley College Bookstore Accounts for the period June 14, 2006, to July 20, 2006, in the amount of \$1,059,394.49.

Consideration of Claim
Against State Center
Community College
District, Gerald Raul
Cabrera
[06-90G]
Action

reject claim submitted by Gerald Raul Cabrera and direct the Chancellor or Vice Chancellor, Finance and Administration, to give written notice of said action to the claimant.

Consideration to
Approve Annual
Schedule of Materials
Fees, Fresno City
College and Reedley
College
[06-91G]
Action

adopt the schedule of materials fees for the 2006-07 fiscal year.

Consideration of
District Bank Accounts
[06-92G]
Action

approve the enclosed master list of District bank accounts and the authorized signatories as submitted (Appendix III, 06-92G).

Consideration to Adopt Resolution Authorizing Agreement with the California Department of Education for Child Care and Development Block Grant, Fresno City College
[06-93G]
Action

- a) adopt a Resolution authorizing the District to enter into an agreement, on behalf of Fresno City College, with the California Department of Education in the maximum amount of \$153,591 for the 2006-07 Child Care and Development Block Grant;
- 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 Authorize Agreement with the California Community Colleges Chancellor's Office for Enrollment Growth for Associate Degree Nursing (RN) Programs, Fresno City College
[06-94G]
Action

- a) authorize the District, on behalf of Fresno City College, to enter into a grant agreement with the California Community Colleges Chancellor's Office for Enrollment Growth for Associate Degree Nursing (RN) Programs for the period July 1, 2006, through June 30, 2008, with funding in the amount of \$112,692 per year or a total of \$225,384 for the two-year period;
- 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 Amendment to Agreement with California Department of Education to Maintain a Resource Library, State Center Consortium
[06-95G]
Action

- a) adopt a resolution authorizing an amendment to the agreement with the California Department of Education to extend the performance period for the "SERVE Library" from June 30, 2006, to October 31, 2006, and to increase the award from \$62,861 to 70,786;
- 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 amendment on behalf of the District.

Consideration to Accept Grant from the California Association of Nurseries and Garden Centers for Education and Training in the Horticulture Profession, Reedley College
[06-96G]
Action

- a) authorize the District, on behalf of Reedley College, to accept the Grant from the California Association of Nurseries and Garden Centers for the period July 1, 2006, through June 30, 2007, with funding in the amount of \$6,300;
- b) authorize renewal of the grant with similar terms and conditions; and
- c) authorize the Chancellor or Vice Chancellor, Finance and Administration, to sign grant-related documents on behalf of the District.

Consideration to
Authorize Agreement
with the California
Community Colleges
Chancellor's Office for
VTEA Statewide
Advisory Committee
for Agriculture and
Natural Resources,
Reedley College
[06-97G]

Action

- a) authorize an agreement with the California Community Colleges Chancellor's Office to coordinate and participate in a VTEA-funded Agriculture and Natural Resources Advisory Committee with funding in the amount of \$38,000 for the period July 1, 2006, through June 30, 2007;
- 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
Authorize Agreement
with Madera County
Department of Social
Services for Job
Readiness –
Short/Long-Term
Vocational Training,
Madera Center
[06-98G]

Action

- a) authorize the District to enter into an Agreement with the Madera County Department of Social Services whereby the Madera Center will provide job readiness training for the period July 1, 2006, through June 30, 2007, for the amount of \$50,000;
- 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
Authorize Agreement
for Digital Production
Copiers, Fresno City
College
[06-99G]

Action

approve participation in the Riverside County agreement #RIVCO-60046-002-009-0904 with DANKA Office Imaging for the lease of two (2) digital production copiers at the Fresno City College Copy Center and authorize purchase orders to be issued against this agreement.

Consideration to
Extend Agreement with
University of California
for Lease of Property,
Center for International
Trade Development
[06-100G]

Action

approve a six (6) month lease extension with the Regents of the University of California for 1,118 square feet of space to house the Center for International Trade Development, located at 550 East Shaw, at a cost of \$1,677.00 per month, and authorize the Chancellor or Vice Chancellor, Finance and Administration, to sign the lease agreement on behalf of the District.

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

Consideration to
Approve Foundation
Fundraising Events
[06-44]
Action

A motion was made by Ms. Smith and seconded by Mr. Patterson that the Board of Trustees approve the State Center Community College Foundation's and Friends of the Arts' recommendations to host the Renaissance Dinner fundraising event on March 10, 2007, including the serving of wine and beer in the Fresno City College Library Reference Room; and the Toasting the Arts fundraising event on October 7, 2006, including the serving of wine, in the Fresno City College Library and adjacent grounds. The motion carried unanimously.

Board Retreat
[06-45]
No Action

Each year the Board of Trustees holds an annual retreat to address pertinent items that are facing the District in a study session format. No action is taken. It is appropriate at this time for the Board to provide direction to the administration on the preferred format for the 2007 retreat.

After discussion, it was determined that the Board of Trustees Retreat would take place March 16-17, 2007, and administration would prepare for the retreat those pertinent items to be identified, including evaluation of long-range goals.

Reports of Board
Members

- Mr. Edward Rea, Reedley College Student Trustee, reported that the Reedley College Associated Student Body and Student Activities are preparing for the fall semester activities including a student welcome week and the annual club rush to be held in September. He expressed his appreciation for the opportunity to attend the Student Trustee workshop in Santa Clara in July, stating that he gained knowledge about his role as student trustee and also enjoyed networking with other student trustees. He said he is looking forward to working with the SCCC Board of Trustees.
- Kate Blanco, Fresno City College Student Trustee, said that she regarded her student trusteeship as a vital role in representing the students. She reported that the Associated Student Government is working with the College Activities office on fall semester welcome week, and at the August 23 Volunteer Faire. She said that student government is participating in shared governance and strategic planning processes. The students are also involved in the August start of the capital campaign for the Old Administration Building.
- Mr. Smith reported that he had the opportunity to participate in the Community Colleges for International Development (CCID) trip to Argentina in July. The focus of this CCID 2006 Professional Development Program was the emerging community colleges in Argentina. He explained what he learned about the community colleges there, and what the community colleges in the United States could possibly provide for their students and teachers. He said it was a very

Reports of Board
Members (continued)

rigorous and educational trip and gave him an opportunity to experience the diversity and cultures of this country.

Mr. Smith expressed that Ms. Karen Hammer was very instrumental in coordinating this trip throughout their visit.

Ms. Hammer is a Spanish instructor at the Clovis Center and was also a participant in this CCID Professional Development Program trip to Argentina.

- Ms. Smith reported that she attended an Upward Bound ceremony and asked that the Board receive a presentation about the Upward Bound program, including the program's purpose, students and staff.

Old Business

Mr. Forhan reported that he had a call from a Fresno City College faculty member regarding equality of funding among the campuses, and stating that there is concern that FCC has more students but receives less per student than Reedley College or the North Centers. Mr. Brinkley explained that there are some differences and factors that are a part of the formula used. A thorough analysis and response addressing the allocation of funds in regard to FTES generated would be provided to the Board.

Future Agenda Items

- Mr. Patterson asked what the obligations are under the Americans with Disabilities Act (ADA), and what is provided.
- Mr. Patterson asked for a discussion at the next Board meeting regarding the need for dormitories at Reedley College. He suggested that a review committee be formed, and that a committee should also look at out-of-state recruiting.
- Ms. Smith asked for a report on the counseling program, districtwide.
- Ms. Smith asked for a report on the foreign language program, districtwide, and how students are taught foreign languages.
- Ms. Barreras addressed a concern that has come to her attention regarding students who have not received their financial aid award notifications.

Delegations, Petitions,
and Communications

None.

Closed Session

Mr. Thonesen stated that in closed session the Board would be discussing:

PUBLIC EMPLOYEE APPOINTMENT/EMPLOYMENT,
Pursuant to Government Code Section 54957

Title: Executive Director of the Foundation, District Office

Title: Dean of Instruction, Library and Student Learning Support
Services, Fresno City College

Title: Dean of Fine, Performing and Communication Arts
Division, Fresno City College

CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED
LITIGATION, Significant exposure to litigation pursuant to
Government Code Section 54956.9, Subdivision (b)(3)(A): One
Potential Case.

CONFERENCE WITH REAL PROPERTY NEGOTIATORS,
Pursuant to Government Code Section 54956.8, Southeast Site
Property: Parcel Numbers 316 040 48 and 316 040 72

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

Negotiating Parties: Parga Partners Limited Partnership
Under Negotiation: Price and Terms of Payment

Mr. Thonesen called a recess at 6:23 p.m.

Open Session

The Board moved into open session at 7:40 p.m.

Report of Closed
Session

Mr. Thonesen reported the following from closed session:

- The Board gave direction to its chief property negotiator regarding the Southeast site. No action was taken.
- The Board discussed the appointments for the positions of Executive Director of the Foundation, District Office; Dean of Instruction, Library and Student Learning Support Services, Fresno City College; Dean of Instruction, Fine, Performing and Communication Arts, Fresno City College. No action was taken.

Consideration to
Appoint Executive
Director of Foundation,
District Office
[06-46]
Action

A motion was made by Ms. Smith and seconded by Mr. Patterson that the Board of Trustees appoint Dr. Michele Cantwell-Copher as the Executive Director of Foundation, District Office, with placement on the management salary schedule at Range 59, Step 5 (\$8,587/month), effective August 21, 2006. The motion carried unanimously.

Consideration to
Appoint Dean of
Instruction, Library and
Student Learning
Support Services,
Fresno City College
[06-47]
Action

A motion was made by Ms. Smith and seconded by Mr. Patterson that the Board of Trustees appoint James Tucker as Dean of Instruction, Library and Student Learning Support Services, Fresno City College, with placement on the management salary schedule at Range 62, Step 4 (\$8,814/month), effective August 2, 2006. The motion carried unanimously.

Consideration to
Appoint Dean of
Instruction, Fine,
Performing and
Communications Arts,
Fresno City College
[06-48]
Action

A motion was made by Ms. Smith and seconded by Mr. Patterson that the Board of Trustees appoint Jothany Blackwood as Dean of Instruction, Fine, Performing and Communication Arts, Fresno City College, with placement on the management salary schedule at Range 62, Step 3 (\$8,522/month), effective August 2, 2006. The motion carried unanimously.

Adjournment

The meeting was adjourned at 7:45 p.m. by the unanimous consent of the Board.

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

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