

AGENDA
Regular Meeting
BOARD OF TRUSTEES
STATE CENTER COMMUNITY COLLEGE DISTRICT
1525 E. Weldon Avenue, Fresno, CA 93704
4:30 p.m., November 8, 2012 (Thursday)
See Special Notice – Page 3

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. INTRODUCTION OF GUESTS
- IV. APPROVAL OF MINUTES, Meetings of October 2, 2012, and October 23, 2012
- V. DELEGATIONS, PETITIONS AND COMMUNICATIONS [see footnote]
- VI. REPORTS AND PRESENTATIONS
 - A. Presidents’ Reports Tony Cantu, FCC
Michael White, RC
Deborah Ikeda, WI
 - B. Chancellor’s Report Deborah G. Blue
 - C. Academic Senate Report Claudia Habib
 - D. Classified Senate Report Ernie Garcia
 - E. Little Hoover Commission Report Update George Railey
 - F. PG&E Energy Audit and Efficiency Projects Brian Speece
- VII. CONSIDERATION OF CONSENT AGENDA [12-37HR through 12-41HR]
[12-104G through 12-117G]
- VIII. HUMAN RESOURCES
- IX. GENERAL
 - A. Consideration to Adopt Resolution Honoring Trustee William J. Smith [12-89] Ron Feaver

- B. Consideration to Acknowledge the 2011-12 Performance Audit and Report of the Chair of the Measure E Bond Oversight Committee [12-90] Ed Eng
- C. Acknowledgement of Quarterly Financial Status Report, General Fund [12-91] Ed Eng
- 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 SCCCDC Peace Officers Association]; Diane Clerou, Pursuant to Government Code Section 54957.6
 - C. CONFERENCE WITH LEGAL COUNSEL – POTENTIAL LITIGATION; Pursuant to Government Code Section 54956.9(c)
 - D. PUBLIC EMPLOYMENT; Pursuant to Government Code Section 54957
 - 1. Interim Dean of Instruction, Reedley College
 - 2. Chief of Police, SCCCDC
- XIV. OPEN SESSION
 - A. Consideration to Appoint Interim Dean of Instruction, Reedley College [12-92] 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 of Human Resources Diane Clerou at the beginning of the meeting.

*****SPECIAL NOTICE*****

The Board of Trustees will host a reception for retiring board member, William J. Smith, at 3:30 p.m. in the chancellor's office, State Center Community College District, 1525 E. Weldon Avenue, Fresno, California.

CONSENT AGENDA
BOARD OF TRUSTEES MEETING
November 8, 2012

HUMAN RESOURCES

1. Employment, Change of Status, Academic Personnel [12-37HR]
2. Employment, Promotion, Change of Status, Leave of Absence, Resignation, Retirement, Classified Personnel [12-38HR]
3. Consideration to Approve New Permanent Part-time College Center Assistant Position, Madera Center [12-39HR]
4. Consideration to Approve Limited Term Associate College Business Manager Position, Willow International Community College Center [12-40HR]
5. Consideration to Approve Limited Term Director of Human Resources Position [12-41HR]

GENERAL

6. Consideration to Adopt Resolution Scheduling Date and Time for Organizational Meeting of the Board of Trustees [12-104G]
7. Consideration to Approve SCCC Foundation Fundraising Event [12-105G]
8. Review of District Warrants and Checks [12-106G]
9. Financial Analysis of Enterprise and Special Revenue Operations [12-107G]
10. Consideration to Approve Quarterly Budget Transfers and Adjustments Report [12-108G]
11. Consideration to Adopt Resolution Authorizing Inter-fund Transfer [12-109G]
12. Consideration to Accept Grant from U.S. Department of Education for Upward Bound Math and Science Program, Reedley College for Madera Center [12-110G]
13. Consideration to Accept Grants from U.S. Department of Education for Upward Bound Math and Science Program, Reedley College [12-111G]

Consent Agenda
November 8, 2012

14. Consideration to Accept Grant from U. S. Department of Commerce Economic Development Administration for Planning and Local Technical Assistance Program Grant, Center for International Trade Development [12-112G]
15. Consideration to Authorize Agreement with California Department of Food and Agriculture for Specialty Crop Block Grant Program, Center for International Trade Development [12-113G]
16. Consideration to Authorize Amended Agreement with Office of Statewide Health Planning and Development for Nursing Education, Fresno City College [12-114G]
17. Consideration to Accept Construction Project, Old Administration Building, Phase 3, Fresno City College [12-115G]
18. Consideration to Accept Construction Project, Storm Drain Improvements, Lot B, Fresno City College [12-116G]
19. Consideration of Claim, Cheryl Harbottle [12-117G]

(Unapproved) MINUTES OF MEETING OF
BOARD OF TRUSTEES
STATE CENTER COMMUNITY COLLEGE DISTRICT
October 2, 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. on October 2, 2012, in Madera Center Assembly Room 120, 30277 Avenue 12, Madera, California.

Trustees Present H. Ronald Feaver, President
Richard Caglia, Secretary
Isabel Barreras
Ronald H. Nishinaka
Patrick E. Patterson
Dorothy Smith
Michael Wilson, FCC Student Trustee
Viviana Acevedo, RC Student Trustee

Absent William J. Smith, Vice President

Introduction of
Guests Also present were:

Deborah G. Blue, Chancellor, SCCC
Ed Eng, Vice Chancellor of Finance and Administration, SCCC
Tony Cantu, President, Fresno City College
Michael White, Interim President, Reedley College
Deborah Ikeda, Campus President, Willow International Community College Center
Diane Clerou, Interim Assoc. Vice Chancellor of Human Resources, SCCC
Nina Acosta, Executive Secretary to the Chancellor, SCCC

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

Teresa Patterson, SCCC
Wil Schofield, SCCC
Gregory Taylor, SCCC
Brian Speece, SCCC
Cris Monahan-Bremer, FCC
Jim Chin, MC
Cheryl Sullivan, FCC
Wil Schofield, SCCC
Randall Vogt, SCCC

Gary Sakaguchi, RC
David Thomas, MC
Patrick Ritter
Cesar Villa
Vikki Piper, OC
Katherine Medina-Gross
Cecelia Massetti, MCOE
Juan Tirado, RC
Scott Lay, CCLC
Jeff Ragan, RC
Lacy Barnes, SCFT
Marilyn Behringer, RC
John Fitzner, RC
Paulina Miranda
Donna Berry, RC
Tom Mester, WT
Ara Conley, RC student
Peggy Marks, MC
Martina Lara, MC
Patsy Lopez
Carlos Reyes, MC
Sheryl Young- Manning, MC
Sharon Dudley, student
Miguel Gracida, student
Miguel Munoz, student
Christopher Villa, FCC
Doris Griffin, DO
Gricelda Spear, MC
Evie Contreras, MC
Teresa Macklin, RC student
Bertha Rios, student
Jessica Gonzales, MC student
Elaine M. Craig, MCWIB
Alicia Rios, CITD/DO
Jared Sullivan, student
Denise Iniguez, student
Claudia Iniguez, student
Bertha Rios, student
Jason Hernandez, student
Shelly Conner, DO
Diane Schoenburg, WI
Claudia Habib, FCC Academic Senate
Antoinette Burke, MC
Steven Owensby, MC

Viviana Acevedo, RC
Aubreana Steavenson, MC
Greg Becker, SCCC PD
Brad Millar, MC
Monica Cuevas, MC
Sandra Fuentes, RC
Christopher Guillen, MC

Announcements

None

Approval of Minutes

The minutes of the meetings of September 4, 2012, and September 13, 2012, were presented for approval.

A motion was made by Ms. Barreras and seconded by Mr. Nishinaka to approve the minutes of the meetings of September 4, 2012, and September 13, 2012, as amended. The motion passed without dissent.

Delegations,
Petitions, and
Communications

Mr. Christopher Guillen, Madera Center Veterans Club public relations officer, voiced concern that budget cuts will affect operation of the Extended Learning Center (ELC). He stated ELC benefits many students and assists them to move forward with their education.

Presidents' Reports

Michel White introduced guests Madera County of Education Superintendent of Schools Cecelia Massetti, and Madera City Councilman Robert L. Poythress.

Mr. White reported on topics of interest from Reedley College and the Oakhurst and Madera centers. Copies of the report were provided for the Board and interested attendees and contained the following highlights:

- RC STEM students Alejandro Morales and Alan Pizano were selected as presenters at the 2012 STEMtech Conference being held in Kansas City, Missouri, on October 28 to 31.
- The Society of American Foresters has partnered with the Reedley College Forestry Program to provide forest ecology education to local fifth grade students from October 1 through 7 at the Sequoia Lake forest.
- RC Honors Coordinator and English instructor Deb Lapp was featured in the Spring 2012 *Journal of the Taliesin Fellows* highlighting her experience in building two Art Dyson designed houses.

Presidents' Reports
(continued)

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:

- Fresno City College's Old Administration Building is receiving an award from the California Preservation Foundation. The OAB is one of this year's 29th Annual Preservation Design Award Winning Projects. The award will be presented at the Foundation's awards ceremony on October 13 in Los Angeles.
- FCC will be celebrating the Learfield Sports Directors' Cup recognition with a special reception to thank our donors the night before Homecoming on October 19.
- Fresno City College hosted this year's annual Registration to Go High School Counselor's Conference on October 1. Representatives from feeder high schools met to discuss updates for the implementation of RTG for the upcoming year and included the lottery for the selection of registration dates for each school. Mr. Cantu thanked Trustee Dottie Smith for attending the conference

Ms. Ikeda reported on topics of interest from the Willow International Community College Center (WICCC). Copies of the report were provided for the Board and interested attendees, and contained the following highlights:

- During the month of September, WICCC visited Clovis Unified high schools to begin the fall 2013 application for admission. They participated in Back to School Nights at Clovis, Clovis West, Buchanan, and Clovis North high schools. WICCC also participated in the Fresno Area College Night, hosting one of two workshops explaining what SCCC has to offer. It was presented in partnership with Fresno City College. WICCC also hosted an information table at the North Fork Band of Mono Indians Community Resource Fair where information was available about not only WICCC but Reedley College, Fresno City College, and the Madera and Oakhurst centers.
- WICCC has three students guaranteed transfers to CSU for winter/spring 2013, as a result of the Student Transfer Achievement Reform Act (SB1440).
- A reception in honor of the donors to the WICCC scholarships, and to congratulate the recipients of those scholarships was held on September 14 in the WICCC Library. The donors and recipients were able to meet and the students had the opportunity to thank the donors in person. The reception was hosted by the State Center Community College Foundation and

the Willow International Community College Center.

Chancellor's Report

Dr. Blue welcomed Chief Executive Officer of the Community College League of California, Scott Lay

Dr. Blue reported the following:

- Announced the appointment of Brice Harris as State Chancellor She regretted not being able to attend the announcement because of a conflict. Dr. Harris has intimate knowledge of the district, having served as president of Fresno City College from 1991 to 1996. That will no doubt serve the district well as it works with the State Chancellor's Office
- She attending the scholarship receptions at Fresno City College, Reedley College, the Willow International Community College Center and the Madera Center. Trustees Dottie Smith, Ron Feaver, Ron Nishinaka and Personnel Commissioner Ron Manfredi attended several of the receptions. Six hundred and twenty-one scholarships were awarded districtwide, totaling \$438,803.
- The annual Chancellor's Circle dinner took place on September 30 at the home of Chancellor Circle members Harold and Debbie McClarty. The Chancellor's Circle is celebrating its ten year anniversary. It currently has 83 members, and the goal is to increase membership to 100 this year.

Academic Senate Report

Madera Center Faculty Association President Jay Leech reported the following:

- Mr. Leech reviewed recently approved actions and ongoing work conducted by the Reedley College Academic Senate. The Reedley Academic Senate is also working with a group of Madera and Oakhurst faculty to revise the constitution and bylaws of the Madera /Oakhurst Faculty Association.

Madera Faculty Association Report

Madera Center Faculty Association President Jay Leech reported the following:

- At the end of the spring semester, Reedley College and Willow International Community College Center's academic senates assisted the Madera and Oakhurst centers with the development of the Madera/Oakhurst Faculty Association. Madera/Oakhurst Faculty Association participated in duty day activities with Reedley College, including student learning outcomes, accreditation, and integrated planning.
- Working with Reedley Academic Senate and College Council to

Madera Faculty
Association Report
(continued)

include language in Reedley’s committee operating agreements that will outline and define the function and role of the corresponding Madera/Oakhurst committees.

Mr. Leech said Madera/Oakhurst Faculty Association looks forward to continuing collaboration with the three senates, administration, and staff on the other campuses.

Classified Senate
Report

Juan Tirado, Reedley College Classified Senate President, reported the following:

- Classified Professionals Steering Committee is working on the 12th annual leadership class.
- The Classified professional mega conference will take place on March 26, 2013. The theme for the conference is “Full Steam Ahead.” Nominations for Classified Professional of the Year are due March 8, 2013.
- Activities for the month of October include staff development training on October 18, several fundraising activities, and a Halloween decorating contest.
- The senate approved several items including the accreditation follow-up report, the Reedley College integrated planning instrument, ARs 4250 and 4255, and the district integrated planning model.

Integrated Program
Design

Dr. Monica Cuevas introduced Katherine Medina-Gross, Willow International Community College Center and Erik Hanson of the Madera Center.

Ms. Medina-Gross provided an update on the integrated design program called Career Advancement Academy. It was recognized by the C6 Consortium as an exemplary example of CTE curriculum and basic skills development. She reviewed the mandatory orientation process for the program. Mr. Hansen stated that since the implementation of the orientation the retention rate has improved from 7% to 85%. Graduation rates have improved from 23% to 60%. There is supplemental instruction provided by industry partners, including safety training and mock interviews. Mr. Hansen introduced and thanked Hal Thompson, an industry partner from Verallia. Ms. Medina-Gross introduced and thanked Elaine Craig, executive director for the Madera Workforce Investment Board, and several students from the mechanics and welding program.

2012-2013 Budget Update

Ed Eng, Vice Chancellor of Finance and Administration presented budget information and ramifications with the assumption that the tax initiative passes. He reviewed the apportionment funding, beginning with the 2008-2009 fiscal year through the current fiscal year. Mr. Eng presented information on projected additional expenses.

Mr. Patterson stated it is important to review expenditures from 2008 to the present. He asked if the district is spending more than it receives. Mr. Eng stated the campuses anticipated the funding cut from the state and began to set aside funds

Consent Agenda Action

President Feaver asked for a motion to approve the consent agenda.

Mr. Caglia requested items 12-36HR and 12-93G be pulled for discussion.

It was moved by Ms. Barreras and seconded by Mr. Patterson that the Board of Trustees approve consent agenda items 12-33HR through 12-35HR and 12-90G through 12-92G and 12-94G through 12-103G, as presented.

The motion carried without dissent.

Mr. Caglia asked if the work hours on the position described in item 12-35HR is a concern. Dr. Blue stated it is a new position to support the research that is required on the C6 consortium grant. In the future, when other grants are secured, the district would like to increase this to a full-time position with benefits.

Mr. Caglia asked why item 12-93G did not go out to bid. Mr. Eng said because the items were refurbished, they are bought from several different vendors and the number of items varies, depending on availability.

It was moved by Ms. Barreras and seconded by Mr. Nishinaka that the Board of Trustees approve consent agenda items 12-35HR and 12-93G. The motion passed as follows:

12-36HR		
Ayes	-	6
Noes	-	0
Absent	-	1 (W. Smith)

Consent Agenda
Action (continued)

12-93G
Ayes - 5
Noes - 1 (Patterson)
Absent - 1 (W. Smith)

Employment,
Academic Personnel
[12-33HR]
Action

Approve academic personnel recommendations, item A, as presented

Employment,
Promotion, Change of
Status, Resignation,
Retirement, Classified
Personnel
[12-34HR]
Action

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

Consideration to
Approve Employment
of Adjunct Faculty,
Fall 2012
[12-35HR]
Action

Approve the employment of adjunct faculties for Fresno City College, Reedley College, Willow International Community College Center, Madera Center and Oakhurst Center for fall 2012

Consideration to
Approve New
Permanent Part-time
Categorically Funded
Institutional Research
Coordinator Position
[12-36HR]
Action

Approve the new categorically funded 19 hour-a-week permanent part-time Institutional Research Coordinator position

Review of District
Warrants and Checks
[12-90G]
Action

Review and approve the warrants register for the following accounts:

<u>Account</u>	<u>Amount</u>	<u>For the Period</u>
District	\$13,357,738.32	August 15, 2012 to September 14, 2012
Fresno City College Bookstore	1,613,305.66	August 15, 2012 to September 11, 2012

Review of District Warrants and Checks [12-90G]
Action (continued)

Reedley College Bookstore	752,390.28	August 15, 2012 to September 11, 2012
Fresno City College Co-Curricular	210,134.01	August 14, 2012 to September 10, 2012
Reedley College Co-Curricular	64,577.10	August 10, 2012 to September 07, 2012
Total:	\$15,998,145.37	

Consideration to Authorize Agreement with the Foundation for California Community Colleges for the Student Mental Health Consortium, Fresno City College [12-91G]
Action

- a) Authorize the district, on behalf of the Fresno City College Consortium, to enter into an agreement with the Foundation for California Community Colleges to provide funding from the California Community College Student Mental Health Program to implement the State Center Community College District Student Mental Health Consortium in the amount of \$246,727.78 for the period July 1, 2012, through June 30, 2014;
- 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

Consideration to Authorize Agreement with City of Clovis for Construction of 2012-13 Project House, Fresno City College [12-92G]
Action

- a) Authorize an agreement with the City of Clovis for the construction of the 2012-13 project house located at 252 Sunnyside Avenue, Clovis, with permits and materials in the approximate amount of \$137,724 to be funded by Fresno City College; and
- b) Authorize the chancellor or vice chancellor of finance and administration, to sign the agreement on behalf of the district

Consideration to Authorize Purchase of Refurbished VoIP Phones, Districtwide [12-93G]
Action

- a) Authorize the purchase of refurbished VoIP telephone handsets for Reedley College in the amount of \$80,000;
- b) Authorize the purchase of additional VoIP refurbished handsets, as necessary and available, under similar terms and conditions; and
- c) Authorize purchase orders to be issued to complete this purchase

Consideration to Authorize Auction of Surplus Property, Reedley College [12-94G]
Action

Authorize disposal of district surplus property by auction

Consideration to
Accept Construction
Project, ADA
Upgrades, Fresno City
College
[12-95G]
Action

- a) Accept the project for ADA Upgrades, Fresno City College; and
- b) Authorize the chancellor or her designee to file a Notice of Completion with the county recorder

Consideration to
Accept Construction
Project, INC Portable
Building Site Work,
Reedley College
[12-96G]
Action

- a) Accept the project for INC Portable Building Site Work, Reedley College; and
- b) Authorize the chancellor or her designee to file a Notice of Completion with the county recorder

Consideration to
Accept Construction
Project, Landscape &
Grading
Improvements,
Eules Park
[12-97G]
Action

- a) Accept the project for Landscape & Grading Improvements, Eules Park; and
- b) Authorize the chancellor or her designee to file a Notice of Completion with the county recorder

Consideration to
Accept Construction
Project, Outfall
Improvements,
Reedley College
[12-98G]
Action

- a) Accept the project for Outfall Improvements, Reedley College; and
- b) Authorize the chancellor or her designee to file a Notice of Completion with the county recorder

Consideration to
Accept Construction
Project, Health
Science Room 270
Remodel, Fresno City
College
[12-99G]
Action

- a) Accept the project for Health Science Room 270 Remodel, Fresno City College; and
- b) Authorize the chancellor or her designee to file a Notice of Completion with the county recorder

Consideration to
Approve SCCC
Foundation
Fundraising Event
[12-100G]
Action

Approve the State Center Community College Foundation Board's request to host the Reedley College baseball fundraising dinner, including the serving of wine and beer, at the location and date listed

Consideration to
Approve Out-of-State
Travel for SCCC
Business Students
[12-101G]
Action

Approve out-of-state travel for approximately 30 to 40 business students to attend the CEO annual conference in Chicago, Illinois, from November 1-3, 2012, with the understanding that the trip will be financed without requiring expenditures of college or district funds

Consideration to
Approve Out-of-State
Travel for Men's
Tennis Team, Fresno
City College
[12-102G]
Action

Approve out-of-state travel for the students qualifying to compete in the national tennis tournament from October 10-14, 2012, in Mobile, Alabama, with the understanding that the trip will be financed without requiring expenditures of district funds

Consideration to
Approve Out-of-State
Travel for Men's
Wrestling Team,
Fresno City College
[12-103G]
Action

Approve out-of-state travel for approximately 20 wrestling students to compete in the Lassen College Wrestling Tournament on November 3, 2012, with the understanding that the trip will be financed without requiring expenditures of college or district funds

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

Consideration to
Adopt Resolution
Opposing Proposition
32: Prohibition on
Political
Contributions by
Payroll Deduction;
Contributions to
Candidates
[12-83]
Action

Trustee Isabel Barreras and Scott Lay, President and CEO of Community College League, who presented information on Proposition 32. Mr. Lay said the Community College League of California is concerned that Proposition 32 will have a material impact on community colleges. He requested the Board adopt a resolution opposing proposition 32. Mr. Patterson stated he does not think the Board should be taking a political position unless it affects education. He believes this is a labor issue.

Trustee Barreras said Proposition 32 silences the working class.

Consideration to
Adopt Resolution
Opposing Proposition
32: Prohibition on
Political
Contributions by
Payroll Deduction;
Contributions to
Candidates
[12-83]
Action (continued)

A motion was made by Ms. Barreras and seconded by Mr. Caglia that the Board adopt Resolution No. 2012-25 indicating the SCCC Board of Trustees opposition to Proposition 32: Prohibition on Political Contributions by Payroll Deduction; Contributions to Candidates.

The motion passed as follows:

Ayes	-	5
Noes	-	1 (Patterson)
Absent	-	1 (W. Smith)

Second Reading of
Accreditation Follow-
up Reports and
Consideration to
Approve Submittal to
ACCJC/WASC
[12-84]
Action

Chancellor Deborah G. Blue, Mr. Cantu, Ms. Ikeda, and Mr. White provided a progress report in preparation for the follow-up reports due to ACCJC on October 15, which respond to the accreditation recommendations made by the Commission.

A motion was made by Mr. Patterson and seconded by Ms. Smith that the Board accept the accreditation follow-up reports for Fresno City College, Reedley College and the Willow International Community College Center; and authorize the chair of the Board to sign the certification pages in the report for submission to ACCJC/WASC.

The motion passed as follows:

Ayes	-	6
Noes	-	0
Absent	-	1 (W. Smith)

Consideration to
Adopt Board Policy
2405, Review of
Board Policies
[12-85]
Action

Chancellor Deborah G. Blue stated there was an accreditation recommendation that the district document the process for reviewing board policies to insure that district governance and decision making processes are regularly evaluated.

A motion was made by Ms. Barreras and seconded by Mr. Patterson that the Board adopt Board Policy 2405, Review of Board Policies, as presented.

The motion passed as follows:

Ayes	-	6
Noes	-	0
Absent	-	1 (W. Smith)

Reports of Board
Members

Student Trustee Viviana Acevedo reported on activities occurring at Reedley College, including the following highlights:

- Participated in the 2012-2012 strategic planning workshop
- She will attend a leadership conference in November
- Reedley College once again won the “Battle for the Gavel” against Fresno City College during the “Battle for the Pump” football game
- Jose Garza, Chief of Police for the City of Reedley, was the guest speaker as part of Hispanic Heritage Month
- Homecoming will take place on October 20

Student Trustee Michael Wilson reported on activities occurring at Fresno City College, including the following highlights:

- Scholarship awards took place on September 7
- “Success in the City” Transfer Day took place on September 12. CSU and UC representatives visited the campus and provided information for students prepared to transfer
- Constitution Day took place on September 17 and included a voter registration booth
- International Day of Peace celebration took place on September 21
- The first leadership conference of the year will occur on October 19 in Los Angeles

Trustee Dottie Smith thanked staff for providing a report on safety. She attended the FCC scholarship awards. It is wonderful to connect with the students who are receiving the awards. She stated October is “Employ the Disabled Month.” The district needs to make sure that diversity policies include the disabled. She attended the high school counselor’s conference at FCC.

Mr. Patterson attended a great production of “To Kill a Mockingbird,” hosted by Dottie Smith. He commended Ms. Smith for her efforts to raise money for scholarships.

Trustee Nishinaka attended the following events:

- Served on the search committee and attended the public forums for Vice Chancellor of Educational Services and Institutional Effectiveness
- Attended the Scholarship Awards Ceremonies for Fresno City College, Willow International Community College Center, the Madera Center, and Reedley College. He congratulated all

Reports of Board
Members (continued)

student recipients, and extended thanks to the SCCC and Reedley College Foundations for the scholarships.

- Attended the Fresno Area College Night and Environmental Expo 2012 on September 12. An estimated 4,000 to 5,000 Valley students attended this one-stop college shopping event at the Fresno Convention Center. FCC, RC, WI, and Madera presented highly interactive information tables and demonstrations.
- Attended the Reedley College Peters Honors Reception7.
- Attended the City of Parlier Oversight Board for Successor Agency, to the Redevelopment Agency Meeting Oct. 1st.
- Attended the Greater Fresno Area Chamber of Commerce - State of the County Breakfast on September 27.
- Attended the Foundation Chancellor's Circle Dinner on Sept 30
- Attended Arte Americas Annual Noche Tropical on September 28.

Trustee Barreras stated she attended the Board of Governor's meeting in San Diego. They discussed the student success senate bill. She also attended the Foundation Board of Director's meeting, which was held in conjunction with the Board of Governor's meeting. She attended the CCCT meeting at which they discussed career technical programs throughout California and offering baccalaureate degrees at community colleges. She also attended CSBA and CCCT's initial meeting. Both organizations are working towards a strong partnership and hope to produce some joint policies in the future.

Mr. Caglia attended the Chancellor's Circle dinner on September 30, 2012. He thanked the McClarty family for hosting the event. Mr. Caglia stated he enjoyed the reports on putting students together with businesses. He reminded the audience that the purpose of his recommendation to move the November board meeting date was to avoid conflicts on election day.

Mr. Feaver asked for two volunteers for voting delegates for the ACCT conference. Mr. Patterson and Ms. Barreras agreed to serve.

Future Agenda Items

Mr. Nishinaka requested an update on the campus program advisory committees and district advisory committee. Mr. Caglia requested a status report on Reedley College food services and bookstores, and network security.

Delegations,
Petitions, and
Communications

None

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]; Diane Clerou, Pursuant to Government Code Section 54957.6
- C. PUBLIC EMPLOYMENT, Pursuant to Government Code Section 54957
 - 1. Vice Chancellor of Educational Services and Institutional Effectiveness

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

Report of Closed
Session

The Board moved into open session at 8:20 p.m.

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

Consideration to
Appoint Vice
Chancellor of
Educational Services
and Institutional
Effectiveness

A motion was made by Ms. Barreras and seconded by Mr. Nishinaka that the Board appoint Dr. George Railey as the Vice Chancellor Educational Services and Institutional Effectiveness at an annual salary of \$153,629, effective November 1, 2012.

[12-86]

Action

The motion passed as follows:

Ayes	-	5
Noes	-	0
Absent	-	2 (W. Smith and Patterson)

Consideration to
Appoint Interim Dean
of Students, Reedley
College
[12-62]
No Action

Item was pulled. No action was taken.

Adjournment

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

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

na

(Unapproved) MINUTES OF THE MEETING OF
BOARD OF TRUSTEES
STATE CENTER COMMUNITY COLLEGE DISTRICT
October 23, 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. on October 23, 2012, in room 305 at State Center Community College District Office North, 390 W. Fir Avenue, 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
Introduction of Guests	Also present were: Deborah G. Blue, Chancellor Diane Clerou, Interim Assoc. Vice Chancellor of Human Resources Nina Acosta, Executive Secretary to the Chancellor Greg Taylor, SCCCDC General Counsel Deborah Ikeda, Willow International Community College Center President
Delegations, Petitions and Communications	None
Closed Session	President Feaver stated that in closed session the Board would be discussing: A. PUBLIC EMPLOYMENT: Pursuant to Government Code Section 54957; 1. Vice President of Instruction and Student Services, Willow International Community College Center Mr. Feaver called a recess at 5:35 p.m.
Report of Closed Session	The Board moved into open session at 5:40 p.m. Mr. Feaver reported that the Board took no reportable action in closed session.

Consideration to
Appoint Vice
President of
Instruction and
Student Services,
Willow International
Community College
Center
[12-87]
Action

A motion was made by Ms. Barreras and seconded by Mr. Smith that the Board of Trustees appoint Ms. Kelly Fowler as the Vice President of Instruction and Student Services at the Willow International Community College Center with placement on the Management Salary Schedule at Range 66 Step 8 (\$11,485/monthly), effective January 2, 2013. The motion passed without dissent.

Consideration of
Process for Board of
Trustees' Appointee
to the Personnel
Commission
[12-88]
Action

Mr. Taylor reviewed the qualifications and legal requirements for the Board to appoint a personnel commissioner. He explained the process for appointment which, includes the following:

The announcement and appointment of the selected candidate during a board meeting. During a meeting within 30 to 45 days of first meeting, a public hearing is scheduled.

Mr. Taylor said if an appointment is not made, there is no representative for the Board of Trustees, unless Mr. Manfredi agrees to continue to serve. He reminded the Board that deliberations and appointments must occur in open session.

Dr. Blue reviewed five different options for the process of appointing a personnel commissioner. The board indentified December 4, 2012, as the date for the special board meeting to select and announce their intended appointee.

A motion was made by Mr. Smith and seconded by Mr. Nishinaka that the Board of Trustees approve the process and timeline to be used to appoint the Board representative to the Personnel Commission. The motion passed without dissent.

Adjournment

The meeting was adjourned at 6:45 p.m. by unanimous consent.

Richard Caglia
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: November 8, 2012

SUBJECT: Employment, Change of Status,
 Academic Personnel

ITEM NO. 12-37HR

EXHIBIT: Academic Personnel Recommendations

Recommendation:

It is recommended the Board of Trustees approve the academic personnel recommendations, items A through B, 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>
Angle, Perry	FCC	59, 3	\$93,023	Director of TRIO Programs

(New Hire)

(Categorically Funded Management Contract – November 12, 2012 through June 30, 2013.

Note: Salary is the annual salary for a full year of service.)

Stricker, Michelle K.	RC	II, 8	\$45,790	Matriculation and Outreach Coordinator
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(Current Full-Time, Categorically Funded Faculty)

(One-Year, Temporary Contract – November 9, 2012 through June 30, 2013)

B. Recommendation to change the contractual duty days effective November 9, 2012 for the following person:

<u>Name</u>	<u>Campus</u>	<u>From</u>	<u>To</u>	<u>Position</u>
Arakelian, Charlotte	FCC	177	181	Counselor

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

PRESENTED TO BOARD OF TRUSTEES

DATE: November 8, 2012

SUBJECT: Employment, Promotion, Change of Status,
Leave of Absence, Resignation, Retirement,
Classified Personnel

ITEM NO. 12-38HR

EXHIBIT: Classified Personnel Recommendations

Recommendation:

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

CLASSIFIED PERSONNEL RECOMMENDATIONS

A. Recommendation to employ the following persons as probationary:

Name	Location	Classification	Range/Step/Salary	Date
Escobar, Nicolas	WI	Instructional Technician- Microcomputer Lab – PPT Position No. 5012	50-A \$19.23/hour	10/01/2012
Nichols, Laurie	FCC	Student Services Specialist Position No. 2129	52-A \$3,496.83	10/22/2012

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
Wyrick, Mitti	RC	Cafeteria Attendant Position No. 3067	31-A \$12.02/hour	08/08/2012 to 09/14/2012
Ganner, Jeremiah	FCC	Instructional Technician – Microcomputer Lab Position No. 2126	50-A \$19.23/hour	09/20/2012

C. Recommendation to employ the following persons as limited term (Ed Code 88105):

Name	Location	Classification	Hourly Rate	Date
Quiroz, Isadora	DO	Transportation & Operations Assistant Position No. 1114	55-A \$21.71/hour	09/24/2012
Rodriguez, Adrian	FCC	Webmaster Position No. 9013	66-A \$28.39/hour	10/15/2012

D. Recommendation to employ the following persons as exempt (Ed Code 88076):

Name	Location	Classification	Hourly Rate	Date
Carter, Alyse	FCC	Art Model	\$8.64/hour	08/31/2012
Schmidt, Jordan	FCC	Art Model	\$8.64/hour	09/06/2012

Classified Personnel Recommendation

Page 2

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

Name	Location	Classification	Range/Step/Salary	Date
Ahrens, Shanna	FCC	Accountant/Auditor Position No. 2489 to Accounting Supervisor Position No. 2021	66-E \$6,183.33 to 37-6 (Mgmt.) \$6,578.58	09/27/2012

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

Name	Location	Classification	Range/Step/Salary	Date
Anderson, Karen	WI	Instructional Aide – PPT Position No. 5010 to Library/Learning Resources Assistant I – PPT Position No. 5010	32-C \$13.61/hour to 38-A \$14.32/hour	02/08/2012

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

Bruce, Eleanor	FCC	Accounting Clerk III Position No. 2073 to Accounting Technician I Position No. 2073	48-E \$4,053.67 to 57-B \$4,352.73	07/11/2012 to 07/23/2012
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(Additional compensation for working out of class per CSEA Article 33, Section 8)

Espinosa, Charlotte	RC	Publications Specialist Position No. 3045 to Copy Center Specialist Position No. 3009	54-C \$4,484.83 to 48-E \$4,268.00	09/24/2012
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(Return to regular assignment)

Cristan, Rosemary	FCC	Accounting Supervisor Position No. 2021 to DO Accounting Technician I Position No. 1125	57-E+15% \$6,173.92 to 57-E \$5,381.67	09/27/2012
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(Return to regular assignment)

Duong, Kimberly	DO	Accounting Technician I Position No. 1125 to FCC Accounting Clerk II Position No. 8500	57-A \$3,950.58 to 41-D \$3,089.08	09/27/2012
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(Return to regular assignment)

Ruiz, Lucy	RC	College Director of Marketing & Communications Position No. 3039 to Public Information Officer Position No. 3039	68-E+10% \$6,904.33 to 68-E \$6,276.67	09/30/2012
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(Return to regular assignment)

Classified Personnel Recommendation

Page 3

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

Name	Location	Classification	Range/Step/Salary	Date
Unruh, Leah	RC	Publications Specialist	54-E	10/01/2012
		Position No. 3045 to Public Information Officer	\$4,672.25 to 68-A	
		Position No. 3039	\$5,392.08	
(Additional compensation for working out of class per CSEA Article 33, Section 8)				
Rodriguez, Diana	RC	Secretary to the President	58-C (Confidential)	10/03/2012
		Position No. 3013 to Administrative Aide	\$4,794.33 to 53-E	
		Position No. 3106	\$4,354.17	
(Return to regular assignment)				
Rodriguez, Diana	RC	Administrative Aide	53-E	10/03/2012
		Position No. 3106 to Administrative Assistant	\$4,354.17 to 55-E	
		Position No. 3043	\$4,572.92	
(Additional compensation for working out of class per CSEA Article 33, Section 8)				
Vang, Maiku	RC	Administrative Aide	53-A	10/03/2012
		Position No. 3106 to Office Assistant II	\$3,580.50 to 41-B	
		Position No. 3102	\$2,805.50	
(Return to regular assignment)				
Edwards, Sandi	DO	Human Resources Assistant	57-E (Confidential)	10/04/2012
		Position No. 1002 to HR/MIS Data Researcher	\$5,328.08 to 63-D (Confidential)	
		Position No. 1018	\$5,866.50	10/25/2012
(Additional compensation for working out of class per PC Rule 3-15)				

G. Recommendation to approve the leave of absence of the following employee (regular):

Name	Location	Classification	Date
Moreno, Estevan	DO	Police Officer	09/28/2012
		Position No. 1118	
(Military leave of absence per POA Article 15 and AR 7346)			
Hinkle, Barbara	FCC	Office Assistant III	11/01/2012
		Position No. 8502	to 05/01/2013
(Personal leave of absence per CSEA Article 13, Section 2)			

Classified Personnel Recommendation

Page 4

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

Name	Location	Classification	Date
Fox, Kyla	RC	Administrative Assistant Position No. 3043	10/02/2012

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

Name	Location	Classification	Date
Callahan, Joseph	DO	Chief of Police Position No. 1069	11/01/2012
Gerard, Rita	RC	Administrative Aide Position No. 3020	11/17/2012

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

PRESENTED TO BOARD OF TRUSTEES

DATE: November 8, 2012

SUBJECT: Consideration to Approve New Permanent
Part-time College Center Assistant Position,
Madera Center

ITEM NO. 12-39HR

EXHIBIT: None

Background:

The Madera Center formerly shared a full-time college center assistant position with Willow International Community College Center (WICCC). However, with the transition of positions to WICCC, and in keeping with recommendations from the accreditation team, the vacant college center assistant position was moved to the WICCC site. Madera Center administration is proposing to add a new permanent part-time college center assistant position, 19 hours per week and 10 months per year. This position is necessary for the successful execution of many Madera Center events and activities.

Currently the district has 39 positions that are 19 hours per week permanent part-time positions within the district. There are also two positions scheduled to work 20-39 hours per week.

Recommendation:

It is recommended the Board of Trustees approve a new position of permanent part-time, 19 hours per week, 10 months a year, College Center Assistant, Madera Center, effective November 9, 2012.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: November 8, 2012

SUBJECT: Consideration to Approve Limited Term ITEM NO. 12-40HR
 Associate College Business Manager Position,
 Willow International Community College Center

EXHIBIT: None

Background:

Janell Mendoza, retired Associate College Business Manager from North Centers, has been performing the duties of the Associate College Business Manager at Willow International Community College Center (WICCC) since July 2012. Due to the PERS regulations for retirees, Ms. Mendoza cannot work past December 31, 2012. Administration is working on the transition staffing plan for WICCC. While those plans are being finalized, there is a need for a six-month limited term Associate College Business Manager for the Willow International Community College Center. This position manages WICCC's finances, business functions, plant operations, police services, and facility utilization services; coordinates with the Personnel Commission and district human resources office in hiring classified personnel; and assists with the formulation and implementation of district policies, regulations, budget decisions, and supervision of personnel.

Recommendation:

It is recommended the Board of Trustees approve a six-month limited term position of Associate College Business Manager, Willow International Community College Center, effective January 2, 2013.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: November 8, 2012

SUBJECT: Consideration to Approve Limited Term
Director of Human Resources Position

ITEM NO. 12-41HR

EXHIBIT: None

Background:

With the retirement of Randy Rowe, Diane Clerou was appointed interim Associate Vice Chancellor of Human Resources, and the district employed retiree Mr. Ron Cataraha to be the acting District Dean of Human Resources. Unfortunately Mr. Cataraha's last day with the district was October 18, 2012. Therefore, administration is recommending the addition of a six-month limited term position of Director of Human Resources. The job classification exists but has remained unfilled since 2002 when a District Dean of Human Resources was approved. This position will provide advice and assistance to administrators and employees regarding laws, policies, rules, regulations, and procedures relative to classified and academic employees. This position performs research and produces reports, and conducts workshops and training sessions. This position will be the district's main contact with the Personnel Commission, the Classified School Employees Association, and Peace Officers' Association.

Recommendation:

It is recommended the Board of Trustees approve a six-month limited term position of Director of Human Resources, effective November 9, 2012.

RESOLUTION 2012-30

BEFORE THE GOVERNING BOARD OF THE
STATE CENTER COMMUNITY COLLEGE DISTRICT
FRESNO, KINGS, MADERA, AND
TULARE COUNTIES, CALIFORNIA

In the Matter of Setting the)
Date of the Annual Organizational) RESOLUTION
Meeting of the Board)

WHEREAS, pursuant to Section 72000(c)(2)(A) of the Education Code of the State of California, the governing board of each community college district shall hold an annual organization meeting on a day within a 15-day period which commences on the first Friday in December; and

WHEREAS, the Section 72000(c)(2)(A) requires that the annual organization meeting date be selected at the regular meeting immediately before the 15-day period.

NOW, THEREFORE, BE IT RESOLVED, that the 11th day of December 2012, at 4:30 p.m. is the day and time ordered as the day of the annual organization meeting for the above-named community college board.

BE IT FURTHER RESOLVED, that the secretary of the board hereof is directed to notify the Fresno County Superintendent of Schools by sending a copy of this resolution upon execution to the Fresno County Office of Education; and,

The secretary shall, within 15 days prior to the date of the annual meeting, notify all members and members-elect, if any, of the date and time selected for the annual meeting of this governing board in writing.

The foregoing resolution was adopted this 8th day of November, 2012, at a regular meeting of the governing board hereof by the following vote:

AYES:
NOES:
ABSENT:

Dated: November 8, 2012.

President or Clerk of the Board (Signature)

(Printed Name)

CERTIFICATION

STATE OF CALIFORNIA)
COUNTIES OF FRESNO, KINGS, MADERA)
AND TULARE)

I, the undersigned, hereby certify that the above is a true and correct copy of a resolution setting the date of the annual organizational meeting of the STATE CENTER COMMUNITY COLLEGE DISTRICT governing board adopted on the 8th day of November, 2012, at a regular meeting of the board and that such resolution appears in the official minutes of the governing board under that date.

Dated: November 8, 2012.

President or Clerk of the Board (Signature)

(Printed Name)

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

PRESENTED TO BOARD OF TRUSTEES

DATE: November 8, 2012

SUBJECT: Consideration to Approve SCCC Foundation ITEM NO. 12-105G
 Fundraising Event

EXHIBIT: None

Background:

The State Center Community College Foundation Board is proposing a fundraising event to be held on the Fresno City College campus during the 2012-13 academic year and is requesting that alcohol be served at the event, which is permitted for 501(c)(3) activities on a community college campus. The event is scheduled at a time when students will not be utilizing the facilities. Details for this event are listed below:

<u>DATE</u>	<u>EVENT</u>	<u>LOCATION</u>
Saturday December 8, 2012	Fresno City College Carnegie Hall Trip Benefit Concert	Old Administration Building

Recommendation:

It is recommended that the Board of Trustees approve the State Center Community College Foundation Board's recommendation to host the listed event, including the serving of wine and beer, at the location and date listed.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: November 8, 2012

SUBJECT: Review of District Warrants and Checks

ITEM NO. 12-106G

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	\$14,551,396.92	September 15, 2012 to October 16, 2012
Fresno City College Bookstore	226,599.72	September 12, 2012 to October 16, 2012
Reedley College Bookstore	169,571.45	September 12, 2012 to October 16, 2012
Fresno City College Co-Curricular	172,977.47	September 11, 2012 to October 15, 2012
Reedley College Co-Curricular	99,776.53	September 08, 2012 to October 15, 2012
Total:	<u>\$15,220,322.09</u>	

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

PRESENTED TO BOARD OF TRUSTEES

DATE: November 8, 2012

SUBJECT: Financial Analysis of Enterprise and
Special Revenue Operations

ITEM NO. 12-107G

EXHIBIT: Financial Analysis

Background:

The financial reports for the enterprise and special revenue operations for the quarter ended September 30, 2012, are attached. The report consists of a combined balance sheet and combined statement of revenues and expenditures for the enterprise operations, which consists of the bookstores at Fresno City College and Reedley College and the special revenue operations, which consists of the Reedley College cafeteria and residence hall. All operations reflect a positive financial position with revenues exceeding expenditures.

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

**STATE CENTER COMMUNITY COLLEGE DISTRICT
ENTERPRISE & SPECIAL REVENUE OPERATIONS
STATEMENT OF REVENUE & EXPENDITURES
Period Ending SEPTEMBER 30, 2012**

	ENTERPRISE			SPECIAL REVENUE		
	FCC	RC	TOTAL	RC	RC	TOTAL
	BOOKSTORE	BOOKSTORE		CAFETERIA*	RESIDENCE HALL*	
TOTAL SALES	\$ 2,246,758	\$ 1,492,264	\$ 3,739,022	\$ 220,343	\$ 235,339	\$ 455,682
LESS COST OF GOODS SOLD						
Beginning Inventory	\$ 999,223	\$ 802,431	\$ 1,801,654	\$ 23,642	-	\$ 23,642
Purchases	2,525,550	1,434,991	3,960,541	63,876	-	63,876
Sub-Total	3,524,773	2,237,422	5,762,195	87,518	-	87,518
Ending Inventory	1,857,888	1,104,815	2,962,703	25,913	-	25,913
Cost of Sales	1,666,885	1,132,607	2,799,492	61,605	-	61,605
GROSS PROFIT ON SALES	\$ 579,873	\$ 359,657	\$ 939,530	\$ 158,738	\$ 235,339	\$ 394,077
OPERATING EXPENDITURES						
Salaries	\$ 186,589	\$ 162,012	\$ 348,601	\$ 69,365	\$ 43,558	\$ 112,923
Benefits	59,467	53,330	112,797	40,676	16,140	56,816
Depreciation	22,206	2,745	24,951	-	-	-
Supplies	2,005	2,750	4,755	2,794	2,783	5,577
Utilities & Housekeeping	7,136	6,364	13,500	-	34,700	34,700
Rents, Leases & Repairs	4,659	3,318	7,977	1,694	-	1,694
Other Operating	75,753	48,272	124,025	3,589	359	3,948
TOTAL OPERATING EXPENDITURES	\$ 357,815	\$ 278,791	\$ 636,606	\$ 118,118	\$ 97,540	\$ 215,658
NET OPERATING REVENUE (LOSS)	\$ 222,058	\$ 80,866	\$ 302,924	\$ 40,620	\$ 137,799	\$ 178,419
OTHER REVENUE						
Vending	-	-	-	\$ 386	469	\$ 855
Interest	-	77	77	\$ 2	1	3
Other	11,306	49,864	61,170	-	20	20
Book Rental	153,461	96,426	249,887	-	-	-
OTHER EXPENSES						
Transfer to Co-Curricular	-	-	-	-	-	-
Capital Outlay	-	-	-	-	765	765
NET REVENUE (LOSS)	\$ 386,825	\$ 227,233	\$ 614,058	\$ 41,008	\$ 137,524	\$ 178,532

District Provided General Fund Support

UNAUDITED

*Does Not Include Indirect Charges

**STATE CENTER COMMUNITY COLLEGE DISTRICT
ENTERPRISE & SPECIAL REVENUE OPERATIONS
BALANCE SHEET
As of SEPTEMBER 30, 2012**

	ENTERPRISE			SPECIAL REVENUE		
	FCC BOOKSTORE*	RC BOOKSTORE*	TOTAL	RC CAFETERIA*	RC RESIDENCE HALL*	TOTAL
ASSETS						
Cash in County Treasury				\$ 112,014	\$ 332,741	\$ 444,755
Cash in Bank	\$ 2,933,469	\$ 935,513	\$ 3,868,982	22,526	3,138	25,664
Revolving Cash Fund	15,200	31,000	46,200	10,500	-	10,500
Accounts Receivable	386,579	180,462	567,041	64,763	121,748	186,511
Due from RC Bookstore	700,000		700,000			
Due from Other Funds	-	-	-	10	20,121	20,131
Prepaid Expenses	9,056	10,037	19,093			-
Inventory	1,857,888	1,104,815	2,962,703	25,913		25,913
Total Current Assets	<u>\$ 5,902,192</u>	<u>\$ 2,261,827</u>	<u>\$ 8,164,019</u>	<u>\$ 235,726</u>	<u>\$ 477,748</u>	<u>\$ 713,474</u>
Fixed Assets (Net)	199,855	117,453	317,308	-	-	-
TOTAL ASSETS	<u>\$ 6,102,047</u>	<u>\$ 2,379,280</u>	<u>\$ 8,481,327</u>	<u>\$ 235,726</u>	<u>\$ 477,748</u>	<u>\$ 713,474</u>
LIABILITIES & FUND BALANCE						
Accounts Payable	\$ 269,596	\$ 178,700	\$ 448,296	-	-	-
Due to FCC Bookstore		\$ 700,000	700,000			
Due to Other Funds	19,015	29,400	48,415	\$ 95,915	\$ 894	\$ 96,809
Warrants Payable	-	-	-	20,688	50,562	71,250
Total Current Liabilities	<u>\$ 288,611</u>	<u>\$ 908,100</u>	<u>\$ 1,196,711</u>	<u>\$ 116,603</u>	<u>\$ 51,456</u>	<u>\$ 168,059</u>
Unreserved Fund Balance	3,940,348	335,365	4,275,713	82,710	426,292	509,002
Reserved Fund Balance	1,873,088	1,135,815	3,008,903	36,413	-	36,413
Total Fund Balance	<u>\$ 5,813,436</u>	<u>\$ 1,471,180</u>	<u>\$ 7,284,616</u>	<u>\$ 119,123</u>	<u>\$ 426,292</u>	<u>\$ 545,415</u>
TOTAL LIABILITIES & FUND BALANCE	<u>\$ 6,102,047</u>	<u>\$ 2,379,280</u>	<u>\$ 8,481,327</u>	<u>\$ 235,726</u>	<u>\$ 477,748</u>	<u>\$ 713,474</u>

*Does Not Include All Indirect Charges

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

PRESENTED TO BOARD OF TRUSTEES

DATE: November 8, 2012

SUBJECT: Consideration to Approve Quarterly
 Budget Transfers and Adjustments Report

ITEM NO. 12-108G

EXHIBIT: Report

Background:

The attached budget transfers and adjustments report reflects budget adjustments through the period ending September 30, 2012. The adjustments represent changes to meet the ongoing needs of the district, including categorically funded programs, educational needs of the campuses, and new grants and agreements.

Recommendation:

It is recommended the Board of Trustees approve the September 30, 2012, budget transfers and adjustments report.

**STATE CENTER COMMUNITY COLLEGE DISTRICT
GENERAL FUND - ALL FUNDING
Revenue Budget Adjustments/Transfers
As of 09/30/12**

	Adopted Budget	Budget Adj/Transfers	Current Budget
81000	FEDERAL REVENUES		
81200	\$ 7,454,509	\$ 262,500	\$ 7,717,009
81300	3,111,562	-	3,111,562
81400	236,559	-	236,559
81500	220,981	720	221,701
81600	19,774	-	19,774
81700	1,802,972	-	1,802,972
81990	3,746,528	-	3,746,528
	Total	263,220	16,856,105
86000	STATE REVENUES		
86100	81,911,372	-	81,911,372
86200	6,916,139	-	6,916,139
86500	2,386,543	491,219	2,877,762
86700	500,000	-	500,000
86800	4,750,000	-	4,750,000
86900	-	-	-
	Total	491,219	96,955,273
88000	LOCAL REVENUES		
88100	29,500,000	-	29,500,000
88200	-	-	-
88300	363,506	6,271	369,777
88400	19,033	-	19,033
88500	51,000	-	51,000
88600	450,000	-	450,000
88700	7,080,000	-	7,080,000
88800	2,327,000	-	2,327,000
88900	1,180,445	-	1,180,445
	Total	6,271	40,977,255
	Total General Fund Revenues	\$ 760,710	\$ 154,788,633

**STATE CENTER COMMUNITY COLLEGE DISTRICT
GENERAL FUND - ALL FUNDING
Revenue Budget Adjustments/Transfers
As of 09/30/12**

	<u>Adopted Budget</u>	<u>Budget Adj/Transfers</u>	<u>Current Budget</u>
89000 OTHER FIN SOURCES			
89100 Proceeds/Fixed Assets	-	-	-
89400 Proceeds/Long-Term Debt	-	-	-
89800 Incoming Transfers	464,398	-	464,398
Total Other Financing Sources	<u>\$ 464,398</u>	<u>-</u>	<u>\$ 464,398</u>
Total District Revenues	<u><u>\$ 154,492,321</u></u>	<u><u>\$ 760,710</u></u>	<u><u>\$ 155,253,031</u></u>

**STATE CENTER COMMUNITY COLLEGE DISTRICT
GENERAL FUND - ALL FUNDING
Expenditure Budget Adjustments/Transfers
As of 09/30/12**

	<u>Adopted Budget</u>	<u>Budget Adj/Transfers</u>	<u>Current Budget</u>
91000	ACADEMIC SALARIES		
91100	\$ 37,860,734	\$ -	\$ 37,860,734
91200	17,787,620	64,430	17,852,050
91300	13,663,683	22,210	13,685,893
91400	4,019,939	52,181	4,072,120
	<u>73,331,976</u>	<u>138,821</u>	<u>73,470,797</u>
	Total		
92000	CLASSIFIED SALARIES		
92100	27,147,609	48,653	27,196,262
92200	1,555,078	-	1,555,078
92300	3,606,737	21,412	3,628,149
92400	1,370,571	37,545	1,408,116
	<u>33,679,995</u>	<u>107,610</u>	<u>33,787,605</u>
	Total		
93000	BENEFITS		
93100	5,758,027	9,541	5,767,568
93200	3,599,911	8,358	3,608,269
93300	3,408,000	7,827	3,415,827
93400	16,337,492	20,886	16,358,378
93500	1,160,961	3,037	1,163,998
93600	1,750,929	4,258	1,755,187
93700	117,851	656	118,507
93900	3,333	-	3,333
	<u>32,136,504</u>	<u>54,563</u>	<u>32,191,067</u>
	Total		
94000	SUPPLIES & MATERIALS		
94200	84,084	1,200	85,284
94300	1,785,470	17,235	1,802,705
94400	2,230,586	39,646	2,270,232
94500	24,417	50	24,467
	<u>4,124,557</u>	<u>58,131</u>	<u>4,182,688</u>
	Total		

**STATE CENTER COMMUNITY COLLEGE DISTRICT
GENERAL FUND - ALL FUNDING
Expenditure Budget Adjustments/Transfers
As of 09/30/12**

	<u>Adopted Budget</u>	<u>Budget Adj/Transfers</u>	<u>Current Budget</u>
95000	OTHER OPER EXPENSES		
95100	4,967,439	-	4,967,439
95200	2,587,057	21,402	2,608,459
95300	2,160,951	85,876	2,246,827
95400	273,624	2,741	276,365
95500	4,071,881	144,860	4,216,741
95600	1,113,547	12,240	1,125,787
95700	764,334	20,980	785,314
95900	1,372,934	129,826	1,502,760
	<u>Total</u>	<u>417,925</u>	<u>17,729,692</u>
96000	CAPITAL OUTLAY		
96100	-	-	-
96200	149,772	-	149,772
96400	950,910	-	950,910
96500	2,696,906	(40,025)	2,656,881
96800	290,256	-	290,256
	<u>Total</u>	<u>(40,025)</u>	<u>4,047,819</u>
	<u>Total General Fund Expenditures</u>	<u>\$ 737,025</u>	<u>\$ 165,409,668</u>
97000	OTHER OUTGO		
97100	-	-	-
97200	344,998	-	344,998
97300	250,000	-	250,000
97500	63,500	9,000	72,500
97600	1,407,689	16,759	1,424,448
97900	(5,356,457)	-	(5,356,457)
	<u>Total Other Outgo</u>	<u>\$ 25,759</u>	<u>\$ (3,264,511)</u>
	<u>Total District Expenditures</u>	<u>\$ 762,784</u>	<u>\$ 162,145,157</u>

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

PRESENTED TO BOARD OF TRUSTEES

DATE: November 8, 2012

SUBJECT: Consideration to Adopt Resolution
Authorizing Inter-fund Transfer

ITEM NO. 12-109G

EXHIBIT: Resolution No. 2012-26

Background:

The district collects revenue from the sale of parking permits, parking meters, and parking citations, which provide the resources for the operation and maintenance of the district's parking facilities. The resources collected are accounted for in the district general fund and after the close of the fiscal year, the excess funds need to be transferred into the district capital projects fund for use on parking lot scheduled maintenance projects. This transfer is for the excess revenues over expenditures from the prior fiscal year's parking operations and was reflected in the 2012-13 final budget.

In order to properly account for the inter-fund transfer of monies between funds, the California education code requires a resolution authorizing said transfer. The resolution provides direction for the Fresno County Office of Education to complete an inter-fund transfer as follows:

<u>From</u>	<u>To</u>	<u>Amount</u>	<u>Purpose</u>
General Fund	Capital Projects	\$250,335	Parking Lot Scheduled Maintenance

Recommendation:

It is recommended the Board of Trustees:

- a) approve Resolution No. 2012-26 authorizing an inter-fund transfer in the amount of \$250,335 from the general fund to the capital projects fund; and
- b) authorize filing said resolution with the Fresno County Office of Education.

RESOLUTION NO. 2012-26
AUTHORIZING INTER-FUND TRANSFER

WHEREAS, the Board of Trustees has authorized establishment of the General, Debt Service, Special Revenue, Capital Projects, Enterprise, Internal Service, and Trust and Agency Funds for the purpose of properly accounting for revenues and expenditures of the district; and

WHEREAS, in order to maintain consistent accounting practices, it is necessary to transfer \$250,335 from the general fund to the capital projects fund;

NOW, THEREFORE, BE IT RESOLVED that Resolution No. 2012-26 be approved authorizing the transfer of \$250,335 from the general fund to the capital projects fund.

* * * * *

The foregoing resolution was adopted upon motion of Trustee _____, and seconded by Trustee _____, at a regular meeting of the Board of Trustees of the State Center Community College District on this 8th day of November, 2012, by the following vote, to wit:

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: November 8, 2012

SUBJECT: Consideration to Accept Grant from U.S.
Department of Education for Upward
Bound Math and Science Program, Reedley
College for Madera Center

ITEM NO. 12-110G

EXHIBIT: None

Background:

The district was notified by the U.S. Department of Education that Reedley College has been approved for funding of an Upward Bound math and science program grant for the Madera Center. The 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 to successfully transition into college. The Upward Bound math and science program will focus on science, engineering, mathematics, and technology and will serve students from Madera high schools. This five-year grant, funded at \$250,000 per year, is for the period October 1, 2012, through September 30, 2017.

Recommendation:

It is recommended the Board of Trustees:

- a) authorize the district, on behalf of Reedley College for the Madera Center, to accept the Upward Bound math and science program grant from the U.S. Department of Education for the five-year period October 1, 2012, through September 30, 2017, with total funding in the amount of \$1,250,000 (\$250,000 per year);
- 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: November 8, 2012

SUBJECT: Consideration to Accept Grants from U.S.
Department of Education for Upward Bound
Math and Science Program, Reedley College

ITEM NO. 12-111G

EXHIBIT: None

Background:

The district was notified by the U.S. Department of Education that Reedley College has been approved funding for two Upward Bound math and science program grants. The 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 to successfully transition into college. The Upward Bound math and science program will focus on science, engineering, mathematics, and technology. The term of service for both grants is the five-year period October 1, 2012, through September 30, 2017, with total funding in the amount of \$2,562,500. The first grant, funded at \$262,500 per year, is to provide program services to Reedley, Sanger, and Fowler high school students. The second grant, funded at \$250,000 per year, is to provide program services to Dinuba, Selma, and Kingsburg 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 math and science program grants from the U.S. Department of Education for the five-year period October 1, 2012, through September 30, 2017, with total funding in the amount of \$2,562,500;
- 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: November 8, 2012

SUBJECT: Consideration to Accept Grant, U.S. Department of Commerce Economic Development Administration for Planning and Local Technical Assistance Program Grant, Center for International Trade Development	ITEM NO. 12-112G
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EXHIBIT: None

Background:

The district was been notified by the U.S. Department of Commerce Economic Development Administration that the Center for International Trade Development has been approved for funding of a planning and local technical assistance program grant. The program will provide resources to assist regional agribusiness by providing training, export counseling, technical assistance, market research, access to financing, and exposure at the World Ag Expo. The grant award is for the period October 1, 2012, through September 30, 2013, with total funding in the amount of \$98,717.

Recommendation:

It is recommended the Board of Trustees:

- a) authorize the district, on behalf of the Center for International Trade Development, to accept a planning and local technical assistance program grant from the U.S. Department of Commerce, Economic Development Administration for the period October 1, 2012, through September 30, 2013, with total funding in the amount of \$98,717;
- 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: November 8, 2012

SUBJECT:	Consideration to Authorize Agreement with California Department of Food and Agriculture for Specialty Crop Block Grant Program, Center for International Trade Development	ITEM NO.	12-113G
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EXHIBIT: None

Background:

The Center for International Trade Development has been awarded a specialty crop block grant program administered through the California Department of Food and Agriculture for export development of California specialty crops. The Center for International Trade Development will conduct a program that develops new exporters of specialty crops, while increasing the skill level of both current and new export companies, along with activities designed to introduce these new exporters to foreign markets through outbound and inbound trade missions. The grant agreement is for the period October 1, 2012, through June 30, 2015, with total funding in the amount of \$398,252.

Recommendation:

It is recommended the Board of Trustees:

- a) authorize the district, on behalf of the Center for International Trade Development, to enter into an agreement with the California Department of Food and Agriculture for a specialty crop block grant program with total funding in the amount of \$398,252 for the period October 1, 2012, through June 30, 2015;
- 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.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: November 8, 2012

SUBJECT: Consideration to Authorize Amended
Agreement with Office of Statewide
Health Planning and Development for
Nursing Education, Fresno City College

ITEM NO. 12-114G

EXHIBIT: Resolution No. 2012-27

Background:

The district, on behalf of Fresno City College, is requesting authorization to amend an agreement with the Office of Statewide Health Planning and Development (OSHPD) for funding to supplement the associate degree nursing program. The original agreement was for the two-year period July 1, 2011, through June 30, 2013, with funding in the amount of \$120,000 (\$60,000 for year one and \$60,000 for year two). The amendment will extend the grant period through July 12, 2013, with no additional funding.

Recommendation:

It is recommended the Board of Trustees:

- a) adopt a resolution authorizing the district, on behalf of Fresno City College, to amend the original agreement with the Office of Statewide Health Planning and Development for funding to supplement the associate degree nursing program to extend the grant period through July 12, 2013, with no additional funding;
- 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. 2012-27

WHEREAS, this resolution must be adopted in order to certify the approval of the Governing Board to amend an agreement with the Office of Statewide Planning and Development and to authorize the designated personnel to sign contract documents for the extended grant period July 1, 2011, through July 12, 2013.

NOW, THEREFORE, BE IT RESOLVED, that Resolution No. 2012-27 be approved authorizing an amended agreement with the Office of Statewide Health Planning and Development for funding to supplement the associate degree nursing program for the extended grant period July 1, 2011, through July 12, 2013, with funding in the amount of \$120,000.

* * * * *

The foregoing Resolution was adopted upon motion of Trustee _____ and seconded by Trustee _____ at a regular meeting of the Board of Trustees of the State Center Community College District on this 8th day of November, 2012, by the following vote, to wit:

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: November 8, 2012

SUBJECT: Consideration to Accept Construction Project, ITEM NO. 12-115G
Old Administration Building, Phase 3
Fresno City College

EXHIBIT: None

Background:

Bid #1011-03 provided for the labor, material, and equipment to construct the improvements necessary to complete the north and east wings of the Old Administration Building (OAB) at Fresno City College. The completed Phase 2 project allowed for the seismic, roofing, and central plant improvements necessary for the entire facility, as well as interior improvements for the auditorium and south and west wings. Phase 3 allowed for the completion of the balance of the building and included additional site work, concrete, interior walls, windows and doors, electrical, mechanical and communication systems, interior finishes, and other related items of work in support of the remaining two wings. This project included additional classroom and office space and completed the renovation of the OAB.

The project for Old Administration Building, Phase 3, Fresno City College, is now substantially complete and ready for acceptance by the Board of Trustees.

Recommendation:

It is recommended the Board of Trustees:

- a) accept the project for Old Administration Building, Phase 3, Fresno City College; and
- b) authorize the chancellor or her designee to file a Notice of Completion with the county recorder.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: November 8, 2012

SUBJECT: Consideration to Accept Construction Project, ITEM NO. 12-116G
 Storm Drain Improvements, Lot B
 Fresno City College

EXHIBIT: None

Background:

Bid #1112-20 provided for necessary improvements to the storm drainage system at Lot B, adjacent to the Old Administration Building and the Disabled Students Programs and Services (DSP&S) building on the Fresno City College campus. The work of this project consisted of the installation of a new storm drain manhole, connection to the City of Fresno storm drainage system, new concrete valley gutters, and other related items of work in support of the new drainage infrastructure. This project was necessitated by the need for improved site storm drainage due to increased runoff caused by completion of the Old Administration Building at Fresno City College.

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

Recommendation:

It is recommended the Board of Trustees:

- a) accept the project for Storm Drain Improvements, Lot B, Fresno City College; and
- b) authorize the chancellor or her designee to file a Notice of Completion with the county recorder.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: November 8, 2012

SUBJECT: Consideration of Claim, Cheryl Harbottle

ITEM NO. 12-117G

EXHIBIT: Confidential Claim

Background:

The district is in receipt of a claim submitted by Cheryl Harbottle. The Board is being asked to take action in accordance with the government code. The Board must reject the claim where there is question of district liability and the amount of the claim is disputed. The claim has been submitted to the JPA and its claims administrator for defense coverage.

Estimated Fiscal Impact:

Unknown

Recommendation:

It is recommended, in accordance with established procedures, the Board of Trustees reject the claim submitted by Cheryl Harbottle and direct the chancellor or vice chancellor of finance and administration to give written notice of said action to the claimant.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: November 8, 2012

SUBJECT: Consideration to Adopt Resolution
Honoring Trustee William J. Smith

ITEM NO. 12-89

EXHIBIT: Resolution No. 2012-31

Background:

The Board of Trustees recognizes individuals for their service to the district by adopting formal resolutions to acknowledge their contributions to the educational mission of the district. The Board is being presented with a resolution to recognize the contributions of Trustee William J. Smith.

From 1983 to 2012, Mr. Smith has served on the State Center Community College District Board of Trustees with integrity, wisdom and an unfailing commitment to ensuring educational opportunities for all. Mr. Smith has served as a champion for student success as well as equitable and fair treatment for faculty, staff and administration. A strong supporter of career and technical education, Mr. Smith advocated for the development and advancement of programs that provide students with meaningful employment.

During his tenure as trustee, Mr. Smith represented the Board at many events and served on several organizational committees. In addition, Mr. Smith has held all three board offices numerous times. Mr. Smith's ability to bring clarity to difficult and complex issues, coupled with his extraordinary interpersonal skills, will be sorely missed by all at State Center Community College District and the Board of Trustees.

Recommendation:

It is recommended that the Board of Trustees adopt Resolution No. 2012-31 honoring William J. Smith and extending the heartfelt gratitude of the entire State Center Community College District for his exemplary service and leadership on the State Center Community College District Board of Trustees, and wish him well in his future endeavors.

RESOLUTION NO. 2012-31

**A RESOLUTION OF THE BOARD OF TRUSTEES
OF THE STATE CENTER COMMUNITY COLLEGE
DISTRICT HONORING WILLIAM J. SMITH**

WHEREAS, Mr. William J. Smith has served with integrity, wisdom and unfailing commitment to ensuring educational opportunities for all;

WHEREAS, Mr. Smith has served as a champion for student success as well as equitable and fair treatment for faculty, staff and administration;

WHEREAS, Mr. Smith has been a strong supporter of career and technical education leading to meaningful employment for students;

WHEREAS, Mr. Smith has represented the Board of Trustees at many events and has served on multiple organizational committees;

WHEREAS, Mr. Smith has held all three Board offices multiple times;

WHEREAS, Mr. Smith's ability to bring clarity to difficult and complex issues coupled with his extraordinary interpersonal skills will be sorely missed by all at State Center Community College District and the Board of Trustees;

**NOW, THEREFORE, THE BOARD OF TRUSTEES OF THE STATE CENTER
COMMUNITY COLLEGE DISTRICT DOES HEREBY RESOLVE AS
FOLLOWS:**

The Board of Trustees extends the heartfelt gratitude of the entire State Center Community College District to **MR. WILLIAM J. SMITH** for his exemplary service and leadership on the State Center Community College District Board of Trustees from 1983 to 2012, and wishes him the best in all of his future endeavors.

ADOPTED, SIGNED AND APPROVED this 8th day of November 2012.

President, Board of Trustees

(Printed Name)

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

PRESENTED TO BOARD OF TRUSTEES

DATE: November 8, 2012

SUBJECT: Consideration to Acknowledge the 2011-12 ITEM NO. 12-90
 Performance Audit and Report of the Chair
 of the Measure E Bond Oversight Committee

EXHIBIT: 2011-12 Performance Audit, Report of the Chair of the Bond Oversight Committee,
 and Summary of Proceedings.

The State Center Community College District duly established a Citizens' Bond Oversight Committee in accordance with Article XIII A, Section 1(b)(3), of the California Constitution. The statutory purpose of the committee is to ensure bond proceeds are expended only for the purposes set forth in bond Measure E and no bond proceeds were used for any teacher, or administrative salaries, or other operation expenses.

The committee schedules four meetings per year and meets at least two times per year on the third Thursday of the month, as schedule allows, following the end of each quarter to review quarterly financial updates provided by an independent auditor regarding the district's compliance with the required action of the statute. The State Center Community College District staff also presents current project status reports at each meeting. Furthermore, the committee reviews an annual performance audit report prepared by the independent auditor.

On October 18, 2012, the committee met to review and consider accepting the Measure E performance audit report for fiscal year 2011-12, as prepared by the district's independent auditor. In consideration of the quarterly reviews of the district's bond financials and project status reports, in conjunction with the Measure E performance audit report, the Citizens' Bond Oversight Committee, in accordance with Article XIII A, Section 1(b)(3), of the California Constitution, finds the State Center Community College District has ensured:

1. Measure E bond proceeds were expended only for the purposes set forth in the bond measure; and
2. No bond proceeds were used for any teacher, or administrative salaries, or other operation expenses.

The committee-approved minutes for the 2011-12 fiscal year quarterly meetings, quarterly financial reports, and the Measure E performance audit report, as accepted by the district's

Item No. 12-90

Page 2

Citizens' Bond Oversight Committee, are attached to these findings as evidence of the actions taken by the committee.

Jeff Reid, chairperson for the State Center Community College District Citizens' Bond Oversight Committee, will present the committee's findings.

Recommendation:

It is recommended the Board of Trustees acknowledge receipt of the 2011-12 Measure E Performance Audit Report, Report of the Chair of the Bond Oversight Committee, and Summary of Proceedings.

STATE CENTER COMMUNITY COLLEGE DISTRICT
Fresno, California

MEASURE E GENERAL OBLIGATION BONDS
PERFORMANCE AUDIT
June 30, 2012

STATE CENTER COMMUNITY COLLEGE DISTRICT

MEASURE E GENERAL OBLIGATION BONDS
PERFORMANCE AUDIT
June 30, 2012

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REPORT OF INDEPENDENT AUDITORS

Board of Trustees and Independent Citizens'
Bond Oversight Committee for Measure E
State Center Community College District
Fresno, California

We have conducted a performance audit of the State Center Community College District (the "District") Measure E General Obligation Bond funds for the year ended June 30, 2012.

We conducted our performance audit in accordance with *Government Auditing Standards* issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our conclusion based on our audit objectives. We believe that the evidence obtained provides a reasonable basis for our findings and conclusions based on our audit objectives.

Our audit was limited to the objectives listed on page 4 of this report which includes determining the compliance with the performance requirements for the Proposition 39 Measure E General Obligation Bonds under the applicable provisions of Section 1(b)(3)(C) of Article XIII A of the California Constitution and Proposition 39 as they apply to the bonds and the net proceeds thereof. Management is responsible for State Center Community College District's compliance with those requirements.

Solely to assist us in planning and performing our performance audit, we obtained an understanding of the internal controls of State Center Community College District to determine if internal controls were adequate to help ensure the District's compliance with the requirements of Proposition 39, as specified by Section 1(b)(3)C of Article XIII A of the California Constitution. Accordingly, we do not express any assurance on the internal controls.

The results of our tests indicated that, in all significant respects, State Center Community College District expended Measure E General Obligation Bond funds for the year ended June 30, 2012 only for the specific projects developed by the District's Board of Trustees and approved by the voters, in accordance with the requirements of Proposition 39, as specified by Section 1(b)(3)(C) of Article XIII A of the California Constitution.



Crowe Horwath LLP

Sacramento, California
October 12, 2012

STATE CENTER COMMUNITY COLLEGE DISTRICT
MEASURE E GENERAL OBLIGATION BONDS
BACKGROUND INFORMATION

LEGISLATIVE HISTORY

On November 7, 2000, California voters approved Proposition 39, the Smaller Classes, Safer Schools and Financial Accountability Act. Proposition 39 amended portions of the California Constitution to provide for the issuance of general obligation bonds by school districts, "for the construction, reconstruction, rehabilitation or replacement of school facilities, including the furnishing and equipping of school facilities, or the acquisition or lease of real property for school facilities", upon approval by 55% of the electorate.

Education Code Section 15278 provides additional accountability measures:

1. A requirement that the school district establish and appoint members to an independent citizens' oversight committee.
2. A requirement that the school district expend bond funds only for the purposes described in Section 1(b)(3) of Article XIII A of the California Constitution, and ensuring that no funds are used for any teacher or administrative salaries or other school operating expenses.
3. A requirement to conduct an annual independent performance audit required by Section 1(b)(3)C of Article XIII A of the California Constitution.
4. A requirement to conduct an annual independent financial audit required by Section 1(b)(3)D of Article XIII A of the California Constitution.

STATE CENTER COMMUNITY COLLEGE DISTRICT MEASURE E GENERAL OBLIGATION BONDS

The State Center Community College District, Fresno County, Tulare County, Madera County and Kings County, California Election of 2002 General Obligation Bonds, Measure E were authorized at an election of the registered voters of the State Center Community College District held on November 5, 2002 at which more than fifty-five percent of the persons voting on the proposition voted to authorize the issuance and sale of \$161,000,000 principal amount of general obligation bonds of the District. The Bonds are being issued to finance the acquisition, construction and modernization of certain District property and facilities. The Bonds are general obligations of the District, payable solely from *ad valorem* property taxes. A summary of the text of the ballot language was as follows:

"To prepare students at Fresno City/Reedley College (Clovis, Madera, Oakhurst Centers) for transfer to four-year colleges and careers, including public safety, firefighting, healthcare technology and business, by upgrading equipment, lighting, wiring, fire safety; replacing portables; repairing plumbing, heating/ventilation; repairing/constructing/equipping classrooms, libraries, computer labs, buildings, parking, acquiring land, shall State Center Community College District issue \$161,000,000 of bonds at legal rates, with a Citizens Oversight Committee, annual financial audits and no money for administrator salaries?"

The District's Board of Trustees developed the following Bond Project List for Measure E:

Fresno City College

- Technology upgrades
- Career and Technology Center
- Historic Old Admin Building
- Student Technology Center
- Parking
- Instructional Building Repairs

(Continued)

STATE CENTER COMMUNITY COLLEGE DISTRICT
MEASURE E GENERAL OBLIGATION BONDS
BACKGROUND INFORMATION

STATE CENTER COMMUNITY COLLEGE DISTRICT MEASURE E GENERAL OBLIGATION BONDS
(Continued)

Reedley College

- New classrooms
- Renovate, replace and repair existing classroom
- Replace Facilities
- Repair of existing Residence Hall

Educational Centers

- Madera Vocational Training Labs
- Renovate Madera Student Center
- Madera Health & Fitness Center
- Oakhurst Classrooms
- Willow/ International Site
- Site Acquisition – Fourth Center

In November 2002, the constituents of the District approved Measure E authorizing the District to issue \$161,000,000 in general obligation bonds. As of June 30, 2012, the District has issued \$131,000,000 of Measure E bonds. During April 2012, the bond was refinanced by Series 2012A. The District extinguished \$11,460,000 of the debt in the current year with the remaining balance of \$1,125,000 maturing on February 12, 2013.

During June 2003, the District issued the 2002 General Obligation Bonds, Series 2003A in the amount of \$20,000,000. The bonds mature beginning on August 1, 2004 through August 1, 2027, with interest yields ranging from 2.00 to 5.00 percent. During April 2012, the bond was refinanced by Series 2012A. The District extinguished \$13,460,000 of the debt in the current year with the remaining balance of \$1,125,000 maturing on February 1, 2015.

During July 2004, the District issued 2002 General Obligation Bonds, Series 2004A in the amount of \$25,000,000. The bonds mature beginning on August 1, 2005 through August 1, 2028, with interest yields ranging from 3.00 to 5.25 percent.

During June 2007, the District issued the 2002 General Obligation Bonds, Series 2007A in the amount of \$66,000,000. The bonds mature beginning on August 1, 2008 through August 1, 2031, with interest yields ranging from 4.00 to 5.00 percent.

During July 2009, the District issued the 2002 General Obligation Bonds, Series 2009A in the amount of \$10,000,000. The bonds mature beginning on August 1, 2010 through August 1, 2025, with interest yields ranging from 3.00 to 5.25 percent.

During July 2009, the District issued the 2002 General Obligation Bonds, Series 2009B in the amount of \$10,000,000. The Series 2009B bonds are designated "Build America Bonds" for purposes of the American Recovery and Reinvestment Act of 2009 (the "Recovery Act"). Pursuant to the Recovery Act, the District expects to receive a cash subsidy payment from the U.S. Treasury equal to 35% of the interest payable on the Series 2009B Bonds on or about each interest payment date. The bonds mature beginning on August 1, 2026 through August 1, 2033, with an interest yield of 8.00 percent.

During April 2012, the District refinanced their 2002 General Obligation Bond, Series 2003A and General Obligation Bond, Series 2004A with General Obligation Bond, Series 2012A in the amount of \$23,880,000. The bonds mature beginning August 1, 2012 through August 1, 2028, with interest yields ranging from 2.00 to 5.25 percent.

STATE CENTER COMMUNITY COLLEGE DISTRICT
MEASURE E GENERAL OBLIGATION BONDS
OBJECTIVES, SCOPE, METHODOLOGY AND CONCLUSIONS

OBJECTIVES

The objective of our performance audit was to determine that the District expended Measure E General Obligation Bond funds for the year ended June 30, 2012 only for the purposes approved by the voters and only on the specific projects developed by the District's Board of Trustees, in accordance with the requirements of Proposition 39, as specified by Section 1(b)(3)C of Article XIII A of the California Constitution.

SCOPE

The District provided to us a list of all Measure E General Obligation Bond project expenditures for the year ended June 30, 2012 (the "List"). An approximate total of 120 transactions were identified, representing \$2,395,127 in expenditures from July 1, 2011 through June 30, 2012.

METHODOLOGY

We performed the following procedures to the List of Measure E General Obligation Bond project expenditures for the year ended June 30, 2012:

- Interviewed District management related to controls over planning, bidding, contracting, expenditure of bond funds and financial reporting have been put in place and are working as documented.
- Documented District procedures and controls over planning, bidding, contracting, expenditure of bond funds and financial reporting.
- Performed tests to determine that the District controls over planning, bidding, contracting, expenditure of bond funds and financial reporting have been put in place and are working as documented.
- Verified the mathematical accuracy of the List.
- Selected a sample of 99 expenditures totaling \$2,384,472. The sample was selected to provide a representation across specific construction projects, vendors and expenditure amounts. The sample represented 81% of the number of expenditures and 99% of the total expenditure value. Verified that the expenditures were for the approved projects and were expended for the construction, rehabilitation, or replacement of school facilities, including the furnishing and equipping of school facilities, or the acquisition or lease of real property for school facilities and that funds were not spent for District administrative or instructional salaries or other administrative expenses.

CONCLUSIONS

The results of our tests indicated that, in all significant respects, State Center Community College District expended Measure E General Obligation Bond funds for the year ended June 30, 2012 only for the specific projects developed by the District's Board of Trustee and approved by the voters, in accordance with the requirements of Proposition 39, as specified by Section 1(b)(3)(C) of Article XIII A of the California Constitution.

October 25, 2012

REPORT OF THE CHAIR OF THE
CITIZENS' BOND OVERSIGHT COMMITTEE FOR
STATE CENTER COMMUNITY COLLEGE DISTRICT

To: Board of Trustees
State Center Community College District

Our Committee was founded to meet the obligations of the District to form a Citizens' Bond Oversight Committee to achieve Prop 39 status for voter approval of the District's Measure E bond authorities.

Section 15278 of the Education Code provides that, among other duties, your Citizens' Bond Oversight Committee is to receive and review copies of annual independent performance audits required by provisions of the California Constitution.

Effective January 2011, the Education Code was amended to confirm that any performance audits are limited to those that may be conducted in accordance with the Government Auditing Standards issued by the Comptroller General of the United States for financial and performance audits. Those standards require that performance audits entail an objective and systematic examination of evidence to provide an independent assessment of the performance and management of a program against objective criteria as well as assessments that provide a prospective focus or that synthesize information on best practices or crosscutting issues.

The Auditor engaged by the Board reported that its objective in conducting its annual performance audit, was to assess whether the District expended the Measure E General Obligation Bond Funds for the fiscal year ended June 30, 2012 only on the projects that were established in the specific list of specific school facilities projects established by the District pursuant to California Constitution Article 12A Section (b)(3)(B).

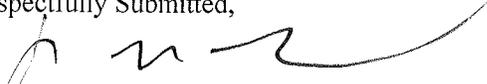
The Auditor presented to the Citizens' Oversight Committee's review its annual performance audit report. Those findings are detailed in the report that is included in your agenda material. The Citizens' Oversight Committee received, reviewed and accepted that report at its meeting held on October 18, 2012.

The Citizens' Oversight Committee also receives and reviews reports prepared for each fiscal quarter, which constitute the Independent Accountant's Report on Applying Agreed-Upon Procedures. The Auditor conducts those Agreed-Upon Procedures to assist the Committee in evaluating the District's management's assertions concerning the disbursement of the bond funds for each three-month period.

Based on my service as the Chair of the Committee during this past fiscal period, and based solely upon reliance on the Auditor information referenced above, and the reports received by the Committee from the District Staff concerning its expenditure activities, I confirm to the Board that:

- A. Our Auditor has concluded that the Measure E General Obligation Bond Funds have been expended for the year ended June 30, 2012, only for purposes approved by the voters and only on the specific projects developed by the District's Board of Trustees in accordance with the requirements of Proposition 39, as specified by California Constitution Article XIII A, Section 1(b)(3)(C); and
- B. The Committee is also not aware of any incidents wherein the Measure E Bond proceeds have, during the past fiscal year, been expended for any purpose that violates California Constitution Article XIII A, Section 1(b)(3).

Respectfully Submitted,



Jeffrey M. Reid, Vice Chair
Citizens' Bond Oversight Committee for
State Center Community College District

MEETING MINUTES OF
MEASURE “E” CITIZENS’ OVERSIGHT COMMITTEE
STATE CENTER COMMUNITY COLLEGE DISTRICT
OCTOBER 20, 2011

Call to Order A regular meeting of the Measure “E” Citizens’ Oversight Committee of the State Center Community College District was called to order by Ed Eng at 5:45 p.m., October 20, 2011, at the State Center Community College District Board Room, 1525 E. Weldon Avenue, Fresno, California.

Members Present Rebecca Malmo, Jeff Reid, Fred Ketcham, Jeff Burgstahler; Becky Malmo

Members Absent Craig DeShields, Donald Slate, and Cindy Quiralte

Other Attendees: Ed Eng, Vice Chancellor Finance & Administration, SCCC
Jeff Jensen, Sr. Vice President, Assurance Services, Perry-Smith, LLP
Brian Speece, Assoc. Vice Chancellor, Business & Ops, SCCC
Christine Miktarian, SCCC Construction Manager
Wil Schofield, Interim Director of Finance
Vicki Taylor, Recording Secretary, SCCC

Introduction of New
Committee Members Janet Hinesly, Becky Malmo, Fred Ketcham, and Donald Slade

Review of Minutes The minutes of the Measure “E” Citizens’ Oversight Committee meeting of January 20, 2011, were presented for review. No changes noted.

Public Comment No public comment reported.

Election of Officers
for Two-Year
Terms; Chair and
Vice Chair Mr. Eng called for nominations/volunteers for the election of officers. Jeff Reid volunteered to serve as chairperson; the committee unanimously agreed. Becky Malmo was nominated to serve as vice chair; the committee unanimously agreed.

Presentation and
Consideration to
Accept the Quarterly
Financial Reports
ended June 30, 2011,
and ended
September 30, 2011
[11-01]
Action Mr. Jeff Jensen of Perry-Smith presented the Measure E General Obligation Bond Quarterly Financial Reports for the quarter ended June 30, 2011, and for the quarter ended September 30, 2011.

A motion was made by Jeff Reid and seconded to accept the Measure E General Obligation Bond Quarterly Financial Reports for the quarters ended June 30, 2011, and September 30, 2011. All ayes. Motion carried.

Jeff Jensen announced the merge of Perry-Smith with Crow Horwath LLP. He will also provide an announcement of the merger to the Board of Trustees at the November 3, 2011, regularly scheduled meeting.

Presentation and Consideration to Accept the 2010-11 Annual Report, and Select a Committee Representative for Presentation to the SCCCD Board of Trustees
[11-02]
Action

Mr. Jeff Jensen of Perry-Smith presented the Annual Report.

A motion was made by Becky Malmo and seconded to accept the 2010-11 Annual Report. All ayes. Motion carried.

Newly elected Chair Jeff Reid will present the 2010-11 Annual Report to the Board of Trustees at the November 3, 2011, regularly scheduled meeting on behalf of the Citizens' Bond Oversight Committee.

Project Progress Report – Information Only
[11-03]
No Action

Christine Miktarian presented the Measure E Project Status Report as of September 30, 2011. Updates on the following projects was provided:

- Old Administration Building Phase 1
- Old Administration Building Phase 2
- Madera Vocational Labs
- Willow International Phase 2
- Willow International Parking & Behymer Entrance
- Reedley College Modernization Phase 1 Projects
- Reedley College Modernization Phase 2 Technology Infrastructure Modernization
- Reedley College Old Residence Hall Site Remediation
- Reedley College Residence Hall
- Southeast Phase 1 – Career & Technology Center
- Completed Projects

Establish Next Meeting Date

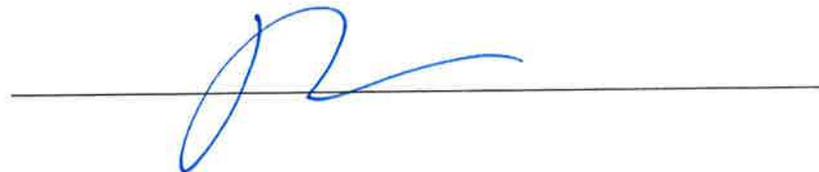
It was agreed the next meeting will be as follows:

- January 19, 2012, and will include a tour of the Old Administration Building.

Adjournment

The meeting was adjourned at 6:30 p.m. by unanimous consent.

Approved:
:vt



MEETING MINUTES OF
MEASURE "E" CITIZENS' OVERSIGHT COMMITTEE
STATE CENTER COMMUNITY COLLEGE DISTRICT
JANUARY 19, 2012

- Call to Order A regular meeting of the Measure "E" Citizens' Oversight Committee of the State Center Community College District was called to order by Chair Jeff Reid at 5:30 p.m., January 19, 2012, at the Old Administration Building, Room 114, 1101 E. University Avenue, Fresno, California. A quorum was present.
- Members Present Jeff Reid (Chair), Jeff Burgstahler, Fred Ketcham, Craig DeShields, Becky Malmo, Janet Hinesly, and Donald Slate
- Members Absent Cindy Quiralte
- Other Attendees: Ed Eng, Vice Chancellor Finance & Administration, SCCC
Jeff Jensen, Sr. Vice President, Assurance Services, Crowe Horwath
Brian Speece, Assoc. Vice Chancellor, Business & Ops, SCCC
Christine Miktarian, SCCC Construction Manager
Wil Schofield, Director of Finance
Vicki Taylor, Recording, SCCC
- Review of Minutes The minutes of the Measure "E" Citizens' Oversight Committee meeting of October 20, 2011, were presented for review. Minutes were approved with minor changes.
- Public Comment No public comment reported.
- Old Administration Building Tour A tour of the Old Administration Building will be held after regular business has concluded.
- Presentation and Consideration to Accept the Quarterly Financial Reports ended December 31, 2011
[11-01]
Action Before the quarterly report was presented, Chair Reid provided an overview of the responsibilities of the committee.

Mr. Jeff Jensen of Crowe Horwath presented the Measure E General Obligation Bond Quarterly Financial Reports for the quarter ended December 31, 2011. Mr. Jensen reviewed the role of Crowe Horwath and briefly recapped the merge with Perry-Smith.

Chair Reid commented on the efficiency of procedures and explained the importance.

Mr. Jensen explained the standard amount of random transactions sampled for the audit is at least 35% of total dollars. Vice Chancellor Eng added that historically it has been more than 35%.

A motion was made by Jeff Burgstahler and seconded to accept the Measure E General Obligation Bond Quarterly Financial Reports for the quarter ended December 31, 2011. All ayes. Motion carried.

Project Progress
Report – Information
Only
[11-02]
No Action

Christine Miktarian presented the Measure E Project Status Report as of December 31, 2011. Updates on the following projects was provided:

- Old Administration Building Phase 1
- Willow International Phase 2
- Willow International Parking & Behymer Entrance
- Reedley College Modernization Phase 1 Projects
- Reedley College Modernization Phase 2 Technology Infrastructure Modernization
- Reedley College Old Residence Hall Site Remediation
- Reedley College Residence Hall
- Southeast Phase 1 – Career & Technology Center
- Completed Projects

Associate Vice Chancellor Speece explained the pending DSA funds and that SCCCD is awaiting DSA project approval. In response to the question of who the project architect is, Mr. Speece reported it is ELS from Berkeley.

Ms. Miktarian reviewed the budget totals for the various project phases.

Mr. Reid inquired if unissued bonds have a lapse time. Mr. Jenson stated that as long as SCCCD supports the tax the bond is issued for, it will not lapse.

Vice Chancellor Eng informed the committee he will request the Board of Trustee's permission to refinance Measure E bonds at the February 7, 2012, Board of Trustees meeting. He further noted the refinancing is estimated to save taxpayers at least \$2M over the length of the bonds. Mr. Eng is currently working with bond underwriters.

Establish Next
Meeting Date

It was agreed the next three meetings will be as follows:

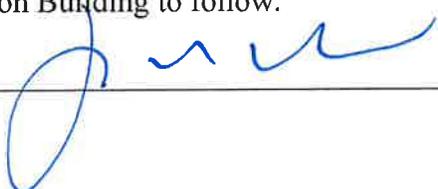
- April 19, 2012
- July 19, 2012
- October 18, 2012

Adjournment

The meeting was adjourned at 6:04 p.m. by unanimous consent. Tour of Old Administration Building to follow.

:vt

Approved: _____



MEETING MINUTES OF
MEASURE “E” CITIZENS’ OVERSIGHT COMMITTEE
STATE CENTER COMMUNITY COLLEGE DISTRICT
APRIL 26, 2012

Call to Order	A regular meeting of the Measure “E” Citizens’ Oversight Committee of the State Center Community College District was called to order by Chair Jeff Reid at 5:30 p.m., April 26, 2012, District Office Board Room, 1525 E. Weldon Avenue, Fresno, California. A quorum was present.
Members Present	Jeff Reid (Chair), Jeff Burgstahler, Fred Ketcham, Janet Hinesly, and Donald Slade
Members Absent	
Other Attendees:	Ed Eng, Vice Chancellor Finance & Administration, SCCC Jeff Jensen, Sr. Vice President, Assurance Services, Crowe Horwath Brian Speece, Assoc. Vice Chancellor, Business & Ops, SCCC Christine Miktarian, SCCC Construction Manager Wil Schofield, Director of Finance Vicki Taylor, Recording, SCCC
Review of Minutes	The minutes of the Measure “E” Citizens’ Oversight Committee meeting of January 19, 2012, were presented for review. Minutes were approved with a minor correction.
Public Comment	No public comment reported.
Presentation and Consideration to Accept the Quarterly Financial Reports ended March 31, 2012 [12-01] <u>Action</u>	Mr. Jeff Jensen of Crowe Horwath presented the Measure E General Obligation Bond Quarterly Financial Reports for the quarter ended March 31, 2012. Mr. Jensen reported all is in compliance; there are no exceptions. A motion was made by Jeff Burgstahler and seconded to accept the Measure E General Obligation Bond Quarterly Financial Reports for the quarter ended March 31, 2012. All ayes. Motion carried.
Project Progress Report – Information Only [12-02] <u>No Action</u>	Christine Miktarian presented the Measure E Project Status Report as of March 31, 2012. Updates on the following projects was provided: <ul style="list-style-type: none">• Old Administration Building Phase 1• Willow International Phase 2• Willow International Parking & Behymer Entrance• Reedley College Modernization Phase 2 Technology Infrastructure Modernization• Reedley College Old Residence Hall Site Remediation• Southeast Phase 1 – Career & Technology Center

- Completed Projects

Mr. Speece explained it takes time to receive final approval from DSA. A retention amount is held until final approval.

Establish Next Meeting Date

It was agreed the next two meetings will be as follows:

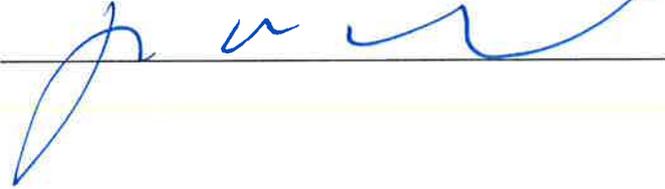
- July 26, 2012
- October 18, 2012

Adjournment

The meeting was adjourned at 5:45 p.m. by unanimous consent.

:vt

Approved: _____



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

PRESENTED TO BOARD OF TRUSTEES

DATE: November 8, 2012

SUBJECT: Acknowledgement of Quarterly Financial
Status Report, General Fund

ITEM NO. 12-91

EXHIBIT: 311Q Report

Background:

Attached is the September 30, 2012, Quarterly Financial Status Report (CCFS-311Q) for the district general fund, as required for California community college districts (ECS 84043). In accordance with state instructions, a copy of the report was forwarded electronically to the State Chancellor's Office.

Since this is the first quarterly report for the 2012-13 fiscal year, few changes have occurred since the budget adoption. Additional revenue and expenditure adjustments will occur as the year progresses. Projections of revenue, expenditures, etc., are based on the adopted budget and amended for additional grants and new programs as they are received. The revenues and expenditures, when compared to the budget, are 12.8% and 22.8%, respectively, as of September 30, 2012.

Projected FTES for 2012-13 is 24,293, which is approximately 7.1% less than 2011-12.

Recommendation:

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

**CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE**

Quarterly Financial Status Report, CCFS-311Q
VIEW QUARTERLY DATA

CHANGE THE PERIOD ▼

Fiscal Year: 2012-2013

District: (570) STATE CENTER

Quarter Ended: (Q1) Sep 30, 2012

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2009-10	Actual 2010-11	Actual 2011-12	Projected 2012-2013
I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:					
A.	Revenues:				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	143,206,385	146,106,767	131,730,319	125,287,199
A.2	Other Financing Sources (Object 8900)	232,556	4,796,166	1,021,448	464,398
A.3	Total Unrestricted Revenue (A.1 + A.2)	143,438,941	150,902,933	132,751,767	125,751,597
B.	Expenditures:				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	138,930,645	138,745,180	135,019,378	137,405,182
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	453,758	4,757,132	831,061	594,998
B.3	Total Unrestricted Expenditures (B.1 + B.2)	139,384,403	143,502,312	135,850,439	138,000,180
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	4,054,538	7,400,621	-3,098,672	-12,248,583
D.	Fund Balance, Beginning	30,977,050	33,913,762	41,314,383	38,215,711
D.1	Prior Year Adjustments + (-)	-1,117,826	0	0	0
D.2	Adjusted Fund Balance, Beginning (D + D.1)	29,859,224	33,913,762	41,314,383	38,215,711
E.	Fund Balance, Ending (C. + D.2)	33,913,762	41,314,383	38,215,711	25,967,128
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	24.3%	28.8%	28.1%	18.8%

II. Annualized Attendance FTES:

G.1	Annualized FTES (excluding apprentice and non-resident)	31,479	29,151	26,159	24,293
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III. Total General Fund Cash Balance (Unrestricted and Restricted)

	Description	As of the specified quarter ended for each fiscal year			
		2009-10	2010-11	2011-12	2012-2013
H.1	Cash, excluding borrowed funds		11,616,667	40,590,260	28,077,244
H.2	Cash, borrowed funds only		0	0	0
H.3	Total Cash (H.1+ H.2)	30,064,160	11,616,667	40,590,260	28,077,244

IV. Unrestricted General Fund Revenue, Expenditure and Fund Balance:

Line	Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Percentage (Col. 3/Col. 2)
I. Revenues:					
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	125,287,199	125,287,199	16,103,292	12.9%
I.2	Other Financing Sources (Object 8900)	464,398	464,398	12,724	2.7%
I.3	Total Unrestricted Revenue (I.1 + I.2)	125,751,597	125,751,597	16,116,016	12.8%
J. Expenditures:					
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	137,403,108	137,405,182	31,468,651	22.9%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	594,998	594,998	0	
J.3	Total Unrestricted Expenditures (J.1 + J.2)	137,998,106	138,000,180	31,468,651	22.8%
K.	Revenues Over(Under) Expenditures (I.3 - J.3)	-12,246,509	-12,248,583	-15,352,635	
L.	Adjusted Fund Balance, Beginning	38,215,711	38,215,711	38,215,711	
L.1	Fund Balance, Ending (C. + L.2)	25,969,202	25,967,128	22,863,076	
M.	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	18.8%	18.8%		

V. Has the district settled any employee contracts during this quarter?

NO

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

Contract Period Settled (Specify)	Management	Academic		Classified
		Permanent	Temporary	

YYYY-YY	Total Cost Increase	% *						
a. SALARIES:								
Year 1:								
Year 2:								
Year 3:								
b. BENEFITS:								
Year 1:								
Year 2:								
Year 3:								

* As specified in Collective Bargaining Agreement or other Employment Contract

c. Provide an explanation on how the district intends to fund the salary and benefit increases, and also identify the revenue source/object code.

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

If yes, list events and their financial ramifications. (Enter explanation below, include additional pages if needed.)

VII. Does the district have significant fiscal problems that must be addressed? **NO**
This year? **NO**
Next year? **NO**

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

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

PRESENTED TO BOARD OF TRUSTEES

DATE: November 8, 2012

SUBJECT: Consideration to Appoint Interim Dean of
Instruction, Reedley College

ITEM NO. 12-92

EXHIBIT: None

Background:

As a result of David Clark's appointment to Interim Vice President of Instruction and Student Services, the district conducted an internal recruitment for the position of Interim Dean of Instruction, Reedley College. The position was posted for ten days within the district. A total of five people applied for the position of Interim Dean of Instruction, Reedley College. The selection committee consisted of six faculty members, two administrators, and one classified employee. Three candidates were interviewed by the selection committee and interviewed by Interim President of Reedley College Michael White and Chancellor Deborah G. Blue.

Dr. Claudia Lourido-Habib is being recommended for the position of Interim Dean of Instruction at Reedley College. Dr. Lourido-Habib has been an architect/drafting instructor at Fresno City College for ten years. She is currently serving in her second year as Academic Senate President for Fresno City College. Prior to coming to State Center Community College District, Dr. Lourido-Habib worked as a project manager and interior designer for business furnishing companies and architect firms. Dr. Lourido-Habib earned her Bachelor of Arts in interior design from California State University, Fresno, and her Master of Science in industrial technology from National University. Dr. Lourido-Habib received her Doctorate of Educational Leadership from California State University, Fresno.

Recommendation:

It is recommended the Board of Trustees appoint Dr. Lourido-Habib as the interim Dean of Instruction, Reedley College with placement on the management salary schedule at range 62 step 8 (\$10,507.08/monthly), effective November 9, 2012.