

AGENDA
Regular Meeting
BOARD OF TRUSTEES
STATE CENTER COMMUNITY COLLEGE DISTRICT
District Office North Room 308
390 W. Fir Avenue, Clovis, California
4:30 p.m., February 18, 2014

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. INTRODUCTION OF GUESTS
- IV. DELEGATIONS, PETITIONS AND COMMUNICATIONS [see footnote]
- V. CLOSED SESSION
 - A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:
Significant exposure to litigation pursuant to Section 54956.9(b): one potential case
 - B. PUBLIC EMPLOYMENT, Pursuant to Government Code Section 54957
 - 1. Interim Dean of Instruction, Health Sciences Division, Fresno City College
- VI. OPEN SESSION
 - A. Consideration to Appoint Interim Dean of Instruction, [14-25] Diane Clerou
Health Sciences Division, Fresno City College
 - B. 2014-2015 Budget Study Session
 - C. Consideration to Adopt 2014-2015 Budget Development [14-26] Ed Eng
Calendar
 - D. Consideration to Approve the Number of 2014-2015 [14-27] Diane Clerou
Sabbatical Leaves
 - E. Consideration to Approve the Addition of New [14-28] Diane Clerou
Academic Positions, Willow International Community
College Center
- VII. DELEGATIONS, PETITIONS AND COMMUNICATIONS [see footnote]
- VIII. CLOSED SESSION

Board Agenda
February 18, 2014 (continued)

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

IX. 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 at (559) 244-5902 during office hours of 8 a.m. to 5 p.m., Monday – Friday. Any person with a disability who requires a disability-related modification or accommodation in order to participate in a public meeting must submit a request at least 48 hours before the meeting by contacting Executive Secretary to the Chancellor Nina Acosta, 1525 E. Weldon Avenue, Fresno, CA 93704, (559) 244-5902, during the office hours noted above. A person with a disability may request this agenda be made available in an appropriate alternative format

The board chair, under Board Policy 2350, has set a limit of three minutes each for those wishing to address the Board of Trustees. Individuals wishing to address the board should fill out a request form and file it with Associate Vice Chancellor of Human Resources Diane Clerou before the beginning of the meeting. Comments will be heard under agenda section(s) *Delegations, Petitions and Communications*.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: February 18, 2014

SUBJECT: Consideration to Appoint Interim Dean of
Instruction, Health Sciences Division, Fresno
City College

ITEM NO. 14-25

EXHIBIT: None

Background:

As a result of the retirement of Dr. Carolyn Drake as dean of instruction, Health Sciences Division, Fresno City College, the district conducted an in-house recruitment for the position of interim dean of instruction, Health Sciences Division at Fresno City College. The Search Advisory Committee was composed of two academic administrators, one classified manager, five faculty members, and one classified staff member. A total of four people applied for the position of interim dean of instruction. The Search Advisory Committee and the president interviewed four applicants. Three applicants were forwarded to the chancellor for interviews.

It is recommended that Ms. Lorraine Smith be appointed interim dean of instruction, Health Sciences Division at Fresno City College. Ms. Smith has been a full-time instructor in the Business and Technology Division at Fresno City College since 2002. She also concurrently serves as the outcomes and assessment coordinator at Fresno City College. During her tenure with Fresno City College, she has served one year as department chair. Prior to her teaching career, Ms. Smith worked for San Joaquin Healthcare, Inc., a home health care agency, for four years. She was the business manager for ValueCare/PacifiCare for six years. Ms. Smith earned her Bachelor of Arts degree in English and American Literature and Languages from Harvard University. She earned her Master of Business Administration in Health Care Administration from National University.

Recommendation:

It is recommended the Board of Trustees appoint Ms. Lorraine Smith as the Interim Dean of Instruction, Health Sciences Division, Fresno City College, with placement on the management salary schedule at range 62 step 7 (\$11,131.25/monthly), effective February 19, 2014.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: February 18, 2014

SUBJECT: Consideration to Adopt 2014-2015 Budget
Development Calendar

ITEM NO. 14-26

EXHIBIT: 2014-2015 Budget Development Calendar

Background:

Annually, the Board of Trustees adopts the budget development calendar that outlines the sequence of events necessary for the timely adoption of the district's budget. The process concludes with a recommendation for board adoption of a final district budget at the regular board meeting on September 2, 2014.

Fiscal Impact:

None

Recommendation:

It is recommended the Board of Trustees adopt the 2014-2015 Budget Development Calendar, as presented.

State Center Community College District Budget Development Calendar 2014-2015

Date	Day	Responsibility	Activity
01/23/14	Thursday	Chancellor's Cabinet	Review and approve budget calendar
02/04/14*	Tuesday	Board of Trustees	Governor's January budget 2014-15 update
02/12/14	Wednesday	District	Distribute decision package (lottery) allocation
02/18/14**	Tuesday	Board of Trustees	Budget Study Session Review and approve budget calendar
02/26/14	Wednesday	District	Distribute preliminary districtwide resource allocations
03/04/14	Tuesday	District/Colleges/Centers	Submit 2014-15 decision packages to district office
03/10/14	Monday	Chancellor's Cabinet	Review and approve 2014-15 decision packages
03/28-29/14 **	Fri-Sat	Board of Trustees	Board Retreat - Budget update / presentation
04/01/14*	Tuesday	Board of Trustees	Review and approve 2014-15 decision packages
05/02/14	Friday	District/Colleges/Centers	Submit to district projected and proposed expenditure schedules
05/12/14	Monday	Chancellor's Cabinet	Review district draft tentative budget
05/12-16/14	Mon-Fri	Office of the Governor	Governor's Office to provide May revise budget update
06/03/14*	Tuesday	Board of Trustees	Approval of tentative budget and public hearing date for final budget adoption (09/02/14)
07/14/14	Monday	District	Distribute (if necessary) revised districtwide resource allocation due to adoption of state budget
08/08/14	Friday	District/Colleges/Centers	Submit final budget to district office
08/27/14	Wednesday	District	Final budget available for public inspection
09/02/14	Tuesday	Board of Trustees	Public hearing and final budget adoption for 2014-15

*Regular Board Meeting

**Special Board Meeting/Workshop (at Discretion of Board)

February 13, 2014

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

PRESENTED TO BOARD OF TRUSTEES

DATE: February 18, 2014

SUBJECT: Consideration to Approve the Number of
2014-2015 Sabbatical Leaves

ITEM NO. 14-27

EXHIBIT: 2014-2015 Sabbatical Leave Proposal Summaries

Background:

Provision is made in Article XIV-A, Section 7, of the full-time faculty contract for granting up to a maximum of 12 sabbatical leaves to eligible unit members per year. It also states, "Apportionment of sabbatical leaves between the District colleges shall be as follows: the number of leaves assigned to Fresno City College and Reedley College-North Centers shall be based upon the ratio of full-time faculty members at Fresno City College and at Reedley College-North Centers to the total of all faculty employed by the State Center Community College District."

Due to fiscal constraints the administration did not recommend sabbatical leaves for 2010-2011 and 2011-2012. In May 2013, the administration recommended and the Board of Trustees approved seven (7) sabbatical leaves for the 2013-2014 academic year.

Below is a summary of the approval process used as required by the collective bargaining agreement.

- Each unit member applying for sabbatical leave shall submit a formal application to the appropriate Committee for Sabbatical Leaves prior to November 1 of the academic year preceding the academic year of the proposed leave.
- The committee at each college shall consist of the vice president of instruction, acting as chairperson, the division dean or comparable position, and an equal number of faculty members appointed by the president of the Academic Senate. The vice president of student services will serve as an ex-officio member when considering applications from the counseling student services staff.
- The committee at each institution shall provide the college president with a recommended rank order of leave applications.
- This rank order shall be submitted to the chancellor, along with the president's recommendations, if any.
- The chancellor makes the final recommendation to the Board of Trustees.

Below is a list of the twelve (12) faculty members recommended for sabbatical leave in alphabetical order, their work location, and the term of each sabbatical. All sabbatical requests for 2014-2015 are for one semester in length.

Name	Campus/Work Location	Term
Lydia Anderson	Fresno City College, Business	Spring 2015
Sasha Anderson	Fresno City College, Math, Science & Engineering	Spring 2015
Linda Carvalho Cooley	Reedley College, Composition, Literature & Communications	Spring 2015
Dr. Derek Dormedy	Madera Center, Science, Math & Chemistry	Fall 2104
Dale Engstrom	Fresno City College, Music	Fall 2014
Paul Gilmore	Fresno City College, Social Sciences	Spring 2015
Carl Johansson	Fresno City College, Math, Science & Engineering	Fall 2014
Lori Levine	Reedley College, Humanities/English	Spring 2015
Dr. Joseph Libby	Willow International, Business/Social Sciences	Spring 2015
Lorraine Smith	Fresno City College, Business	Spring 2015
Gerald Thurston	Fresno City College, Communication Arts	Fall 2014
Laurie Tidyman-Jones	Reedley College, Counseling	Fall 2014

Recommendation:

It is recommended the Board of Trustees approve sabbatical leaves for the twelve (12) faculty members listed above for the 2014-2015 academic year.

2014-2015 Sabbatical Leave Proposal Summaries

Lydia Anderson – Business, Organized Study and Travel, Fresno City College, Spring 2015

Ms. Anderson plans to conduct an organized study of contemporary human resource management issues a) same-sex marriage/transgender considerations; b) Affordable Care Act; c) implications of hiring registered sex offenders; d) firearms in the workplace; e) Technology use policy reach; f) dress code policies (safety, visible tattoos, etc.). She will create educational materials specific to the above mentioned items to benefit instructors and students studying HRM, management and supervision; e-ship/small business, general/other business.

Sasha Anderson – MS&E, Research, Fresno City College, Spring 2015

Ms. Anderson would like to become well acquainted with the math standards developed by the Common Core State Standards Initiative (CCSSI); better understand the new Smarter-Balanced Assessments, paying particular attention to college and career-readiness standards assessed in grade 11; cultivate an appreciation of elementary school students' capabilities and skill deficiencies in order to lead the next generation of math educators in improving students' 21st century skills necessary for STEM and applied mathematics; identify math skills and proficiencies of potential future FCC students to provide appropriate math curriculum and instruction; learn to create great projects; develop expertise in rubric writing; publish projects online for math educators, parents, and students as well as present at Flex and a national math conference.

Linda Carvalho Cooley – Composition, Literature, and Communication, Organized Study and Travel, Reedley College, Spring 2015

Ms. Cooley is requesting a one semester leave to focus on research of a specialized content area communications lab. This sabbatical leave supports the Reedley College Vision “source of exemplary educational opportunities” given having a dedicated communications lab is uncommon in community colleges. This request directly supports Reedley College’s Strategic Plan under goals: I. Student Success, II. Student Access and Services, and III. Teaching and Learning. Further, this also supports the Institutional Learning Outcomes and Communications Department Program Review analysis, summary, and recommendations.

Specifically, Ms. Cooley will be researching through site visits and in-depth interviews and document studies of various college communication lab models, including best practices and persistent challenges. As a result, Ms. Cooley will summarize findings including approaches to operating a successful communications lab complete with interviews, photos, processes, and equipment needs.

Dr. Derek Dormedy – Science, Math/Chemistry, Research, RC Madera Center, Fall 2014

Dr. Dormedy is requesting a one semester leave to focus on research of chemistry lab manuals. This sabbatical request directly supports the Reedley College Strategic Plan under goals: I.

Student Success, II. Student Services and Access, III. Teaching and Learning, and V. Organizational Development and Effectiveness.

Specifically, Dr. Dormedy will research the elements needed to write a Chemistry 1A manual for Reedley College students. Dr. Dormedy has previously written a chemistry lab manual for Chemistry 3A, which was a much shorter lab, and knows the research, time, and practice required to develop a chemistry lab of the Chemistry 1A level. Given the nature of Chemistry 1A, Dr. Dormedy will use the sabbatical leave to achieve a targeted approach to lab instruction and to tailor the lab manual to the Reedley College labs at the Madera and Oakhurst Centers. As a result, Reedley College will have a Chemistry 1A customized lab manual that will provide for a laboratory experience suitable for the existing lab equipment and more appropriate to the student body with a significant cost savings to students. Dr. Dormedy anticipates that the individual student cost for the lab manual will be reduced from the published \$79.00 down to approximately \$20.00.

Dale Engstrom- Fine, Performing and Communication Arts, Organized Study, Research & Travel, Fresno City College, Fall 2014

Mr. Engstrom plans to develop relationships with instrumental music teachers and students at local area high schools and inform of opportunities at FCC. He will develop new teaching strategies by attending workshops and clinics. He will travel to Sydney Australia to observe international musical ensembles and explore benefits of international festivals offer to FCC students. He wants to learn the latest techniques of the modern day conductor by observing various conductors at the university level.

Paul Gilmore – Social Sciences, Organized Study & Research, Fresno City College, Spring 2015

Mr. Gilmore plans to study the historical development of several technological infrastructure projects in the United States and California. His focus will be on the historical development of the basic physical systems of support for modern life—systems of transportation, water, and power. He will visit major research libraries in the state, make site visits, and incorporate what he has learned into courses and lecture presentations.

Carl Johansson – MS&E, Organized Study, Research & Travel, Fresno City College, Fall 2014

Mr. Johansson plans to become proficient in next generation DNA sequencing and bioinformatics analysis. He will write and submit a biological research grant to the National Science Foundation (NSF) with two objectives: re-establish FCC as the only community college in America recognized and funded by NSF as an RUI (Research Undergraduate Institution) dedicated to teaching students real research skills; look at the population genetics of tardigrades, examining immigration and emigration patterns across the United States and examining Asian populations as sources for the North American populations. He will submit a paper reporting the results of his research.

Lori Levine – Humanities/English, Research, Reedley College, Spring 2015

Ms. Levine is requesting a one semester sabbatical leave to focus on research of accelerated English programs. This sabbatical leave request directly supports Reedley College’s Strategic Plan under goals: I. Student Success, II. Student Access and Services, and III. Teaching and Learning. Further, this research supports the overall English Department Program Goal 2: “...track and evaluate students from level to level...” as well as the statewide focus on student success.

Specifically, Ms. Levine will be researching through site visits and in-depth interviews and document studies the various accelerated English programs in California as well as those identified nationally such as the Baltimore Model that is widely advertised in the Complete College America initiative. Ms. Levine will evaluate the accelerated English model, compare and contrast to the current Reedley College practice, and conduct success data and information. As a result, Ms. Levine will make recommendations on how to either modify the current accelerated program or develop a new course of action to ensure student success.

Dr. Joseph Libby – Business/Social Sciences, Research, Willow International Community College Center, Spring 2015

Dr. Libby is requesting a one semester sabbatical leave to focus on research related to primary source documents for history courses in Blackboard and to rebuild lecture presentations and assignments for History 1, 2, and 20. This sabbatical leave request supports History Department Program Review goals: 1. Continue to seek new ways to improve student learning and success, and 2. Establish a transfer degree in History.

Specifically, Dr. Libby will produce an analytical document assessment from utilizing both objective and subjective question formats to be used through Blackboard for specific primary source documents in United States History courses. Additionally, new classroom presentation and assignments will be produced for History 1, 2, and 20.

Lorriane Smith, Business, Research, Fresno City College, Spring 2015

Ms. Smith teaches in the medical billing assistant and medical office professional programs and she plans to research new practice management programs used in billing and administrative functions in health care offices; learning about the Affordable Care Act to incorporate changes into classes, and studying new coding methodologies. Her research will focus on current policy provisions and uses of technology in medical office and insurance company settings. The results will be reflected in changes to courses, instruction, and programs as indicated.

Gerald Thurston – Fine, Performing & Communication Arts, Organized Study, Research and Travel, Fresno City College, Fall 2014

Mr. Thurston proposes spending a semester developing and initiating a Fresno City College Safe Zone Program designed to substantively improve the campus climate for the college’s LGBT population, thus, potentially contributing to higher satisfaction, success, and retention rates. A Safe Zone Program “is a campus-wide network of faculty, staff, and students who serve as first

points of contact for members of the LGBT campus community who have concerns, who need a safe, caring individual with whom to talk, or who may require additional information” (UCLA Safe Zone Orientation Manual). Mr. Thurston will research college-specific research related to LGBT population regarding campus safety, student/staff satisfaction, success, and retention rates. He will travel to several campuses for Safe Zone facilitator training. He will prepare Safe Zone training workshop content and materials.

Laurie Tidyman-Jones – Counseling, Research and Travel, Reedley College, Fall 2014

Ms. Tidyman-Jones is requesting a one semester sabbatical leave to focus on research of impacting student success in the area of student services. This sabbatical leave request directly supports Reedley College’s Strategic Plan under the goal: Student Success. Additionally, this sabbatical leave request supports two of Reedley College’s Values: “Focus on Our Student’s Success” and “Respect for Diversity.” Further, this sabbatical leave directly supports the cultural competency necessary for a Hispanic Serving Institution.

Specifically, Ms. Tidyman-Jones, through consultation with the Reedley College Director of Student Success and the Reedley College Student Success Committee will review and research information pertaining to student success, particularly Hispanic Serving Institutions; interview and visit other institutions, particularly HSIs, for their current efforts related to student activities, student engagement and services, and student success committees; gather student engagement data from Fall 2014 students; and develop increased cultural competency through intensive study of Hispanic literature, art, film, music, and Spanish language enhancement. As a result, Ms. Tidyman-Jones will develop summaries and recommendations for increased student success through student engagement to the Director of Student Success, Student Success Committee, Student Activities, and Associated Student Government. Additionally, Ms. Tidyman-Jones will be better prepared to serve students and faculty and staff as a counselor for this Hispanic Serving Institution.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: February 18, 2014

SUBJECT: Consideration to Approve the Addition of ITEM NO. 14-28
 New Academic Positions, Willow International
 Community College Center

EXHIBIT: None

Background:

Willow International Community College Center (WICCC) was granted candidacy on March 6, 2013; however, one of the recommendations in the Team Evaluation Report from the Accrediting Commission for Community and Junior Colleges (ACCJC) was to increase the number of full-time faculty. This will increase the full-time/part-time ratio at WICCC. As a result of the Budget Resource Allocation Model, WICCC will receive an additional allocation in 2014-2015 that will allow for the hiring of five new faculty positions. These five new positions were identified as the highest priority positions to meet student needs at WICCC through the campus prioritization process. They are listed below:

- Chemistry
- History
- Communications
- Counseling
- Developmental Math Instructor /Tutorial Center

Recommendation:

It is recommended the Board of Trustees approve the addition of five new academic positions at the Willow International Community College Center for the 2014-2015 academic year.