

AGENDA
Regular Meeting
BOARD OF TRUSTEES
STATE CENTER COMMUNITY COLLEGE DISTRICT
Clovis Community College Center
Academic Center 1 – Room 150
10309 North Willow Avenue, Fresno, CA 93730
4:30 p.m., August 5, 2014

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. INTRODUCTION OF GUESTS
- IV. APPROVAL OF MINUTES: Regular Meeting of July 1, 2014
- V. PUBLIC COMMENT [see footnote]
- VI. REPORTS AND PRESENTATIONS
 - A. Administer Oath of Office for 2014-2015 Student Trustees Bill F. Stewart
 - B. Joint District and Campus Presidents' Reports Deborah Ikeda
 - C. Annual Foundation Report
 - 1. Auxiliary Services Report and Audit Gurdeep He'Bert
 - 2. Proposed Revised Master Agreement Cindy Strom Arellano
 - 3. Proposed Revised Board Policy 3600, "Auxiliary Organizations" Denise Hurst
Jim Briscoe
 - D. Entrepreneurship Program Deborah Ikeda
Matt Alanis
 - E. Academic Senate Report Elizabeth Romero, Clovis
CCC
 - F. Classified Senate Report Leslie Rata, Clovis CCC
- VII. REPORTS OF BOARD MEMBERS
- VIII. FUTURE AGENDA ITEMS

Board Agenda
August 5, 2014 (continued)

IX. CONSIDERATION OF CONSENT AGENDA [14-53HR through 14-59HR]
[14-61G through 14-76G]

X. GENERAL

A. Presentation of Proposed Revised Board Policy 2735, [14-71] Bill F. Stewart
“Board Member Travel”

B. Presentation of Proposed Revised Board Policy 3600, [14-72] Gurdeep He’Bert
“Auxiliary Organizations”

XI. HUMAN RESOURCES

XII. PUBLIC COMMENT [see footnote]

XIII. CLOSED SESSION

A. PUBLIC EMPLOYMENT, Pursuant to Government Code Section 54957; Interim
Chancellor

XIV. OPEN SESSION

XV. ADJOURNMENT

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 the chancellor’s office, 1525 E. Weldon Avenue, Fresno, CA 93704, (559) 244-5902, 8:00 a.m. to 5:00 p.m., Monday – Friday, as soon as possible before the meeting.

Under Board Policy 2350, there is a limit of three minutes per speaker per topic, and thirty minutes is the maximum time allotment for public speakers on any subject, regardless of the number of speakers; these time limits may be extended at the discretion of the board. Individuals wishing to address the board should fill out a request form and submit it to Associate Vice Chancellor of Human Resources Diane Clerou or the recording secretary before the beginning of the meeting.

CONSENT AGENDA
BOARD OF TRUSTEES MEETING
August 5, 2014

HUMAN RESOURCES

1. Employment, Resignation, Retirement, Academic Personnel [14-53HR]
2. Employment, Promotion, Change of Status, Leave of Absence, Resignation, Classified Personnel [14-54HR]
3. Consideration to Approve Resolution Allowing Exception to the 180-Day Wait Period for CalPERS [14-55HR]
4. Consideration to Approve Revised Duties for Bookstore Manager [14-56HR]
5. Consideration to Approve Revised Duties for Early Childhood Education Series [14-57HR]
6. Consideration to Approve Position for Six-Month Limited Term Office Assistant III, State Center Consortium [14-58HR]
7. Consideration to Appoint Interim Vice President of Student Services, Reedley College [14-59HR]

GENERAL

8. Review of District Warrants and Checks [14-61G]
9. Consideration of Revised Proposition 30 Education Protection Account Expenditure Plan, 2013-2014 Fiscal Year [14-62G]
10. Consideration to Approve District Bank Account Signatories, Districtwide [14-63G]
11. Consideration to Adopt Resolution Authorizing Agreement with California Department of Education for Child and Adult Care Food Program Elective and Mandatory Training, Fresno City College [14-64G]
12. Consideration to Adopt Resolution Authorizing Agreement with California Department of Education for Healthy and Active Preschoolers Website, FCC [14-65G]

Consent Agenda
August 5, 2014 (continued)

13. Consideration to Adopt Resolution Authorizing Agreement #1 with Office of Statewide Health Planning and Development for Nursing Education, Fresno City College [14-66G]
14. Consideration to Adopt Resolution Authorizing Agreement #2 with Office of Statewide Health Planning and Development for Nursing Education, Fresno City College [14-67G]
15. Consideration to Adopt Resolution Authorizing Agreement with Commission on Peace Officer Standards and Training, Fresno City College [14-68G]
16. Consideration to Authorize Agreement with Fresno Regional Workforce Investment Board for Fresno County Foster Bridge Program, Fresno City College [14-69G]
17. Consideration to Authorize Agreement for Construction of 2014-2015 Project House, Fresno City College [14-70G]
18. Consideration to Authorize Sale of Surplus Property, Reedley College [14-71G]
19. Consideration of Claim, Sean Stevens [14-72G]
20. Consideration of Claim, Cheryl Harbottle [14-73G]
21. Consideration to Approve District Memberships in Educational Organizations [14-74G]
22. Consideration to Adopt the Revised 2015 and 2016 Summer Session Instructional Calendar [14-75G]
23. Consideration to Authorize Agreement with West Hills Community College District for Career Advancement Academy Programs, Districtwide [14-76G]

(Unapproved) MINUTES OF REGULAR MEETING OF
STATE CENTER COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
July 1, 2014

Call to Order A regular meeting of the Board of Trustees of the State Center Community College District was called to order by Board President Pat Patterson at 4:35 p.m. on July 1, 2014, in the District Office Board Room, 1525 E. Weldon Avenue, Fresno, California.

Trustees Present Pat Patterson, President
Ron Nishinaka, Vice President
Dorothy Smith, Secretary
Isabel Barreras
Richard Caglia (5:25 p.m.)
John Leal
Eric Payne

Also present were:

Bill F. Stewart, Interim Chancellor, SCCC
Ed Eng, Vice Chancellor of Finance and Administration, SCCC
George Railey, Vice Chancellor of Educational Services and Institutional Effectiveness, SCCC
Tony Cantu, President, Fresno City College
Sandra Caldwell, President, Reedley College
Deborah Ikeda, Campus President, Willow International Community College Center
Diane Clerou, Associate Vice Chancellor of Human Resources, SCCC
Brian Speece, Associate Vice Chancellor of Business and Operations, SCCC
Greg Taylor, General Counsel, SCCC
Teresa Patterson, Executive Director, Public and Legislative Relations, SCCC
Gurdeep He'Bert, Executive Director, SCCC Foundation
Nina Acosta, Executive Secretary to the Chancellor, SCCC

Approval of Minutes The minutes of the Board workshop of May 28, 2014, and regular meeting of June 3, 2014, were presented for approval.

A motion was made by Trustee Nishinaka and seconded by Trustee Barreras to approve the minutes of May 28, 2014, and June 3, 2014, as presented. The motion passed without dissent.

Public Comment

Gurdeep He'Bert and Sandra Caldwell introduced Reedley College alumni Harold and Debbie McClarty who announced a donation from of 1 million dollars for the purpose of creating fine and performing arts center at Reedley College. It is the largest alumni donation in the history of Reedley College. Dr. Caldwell also thanked the Special recognition to the Foundation for assisting with this transforming gift. Foundation president Jim Briscoe and board members Paul Duckworth and Chris Morrison thanked the McClartys for their gift. Paul Duckworth stated the donation will give the Foundation momentum to formalize the alumni campaign. He thanked Dottie Smith for her dream to build an alumni program.

Joint District and
Campus Presidents
Reports

Interim Chancellor Dr. Bill F. Stewart reported on topics of interest from the District, Fresno City College, Reedley College, and the Oakhurst and Madera Center, and the Clovis Community College Center.

- Announced that former trustee Dr. Edward Mosley passed away recently. Dr. Mosley served the District as trustee from 1971 through 1983. There will be a public memorial service honoring Dr. Mosley on July 29, 2014, 6:00 PM at Family Community Church. A presentation of a resolution from the Board, recognizing Dr. Mosley and his fine service to our colleges and students and his outstanding boardsmanship will be presented at the service.
- A \$15,000 grant was awarded to the FCC DSP&S by the State Chancellor's Office for Distance Education Captioning and Transcription Services. It will provide live captioning for deaf students who do not use sign language interpreters in the classroom. The system transfers a lecture from an instructor's microphone to a remote transcriber where it immediately appears on the student's laptop.
- The FCC manufacturing mechanic program at the Career and Technology Center is hosting 22 high school students from the DeWolf Alternative Education Program. The 9-week program is designed to introduce students to the manufacturing industry.
- Willow International hosted a workshop for landscape irrigation managers presented by the California Department of Water Resources on June 27th. The workshop, "Get Ahead or Get Parched: Six Ways to Survive the Drought", showed how to keep your landscape and reduce water use by improving water management and system efficiency. It featured indoor presentations and outdoor demonstrations. There were two sessions held; a morning session in English and an afternoon

Joint District and
Campus Presidents
Reports (continued)

session in Spanish. The workshop was open to the public and participants received a certificate of participation.

- On June 20, Reedley College hosted the largest gathering of Upward Bound students in Central California to commemorate the 50th anniversary of the Upward Bound program. More than 650 Upward Bound students from Fresno City College, Fresno State, COS, West Hills, CSU Monterey Bay, Madera Center, and Reedley College celebrated by competing in STEM activities. Also on that day, there were 75 incoming 8th grade students from Sanger who were on campus receiving a real college experience. These students participated in a week-long Ag Camp which allowed them to take Ag classes and stay in the Residence Hall. This new program received a \$9 million dollar California Career Pathways Trust grant. In order to increase enrollment, Reedley College has signed dual enrollment contracts with Kings Canyon USD (Orange Cove HS and Reedley HS), Dinuba, USD, Fowler USD, Kingsburg Joint Union High School District, Sanger USD, Selma USD, and the Valley Regional Occupational Program. Reedley College is currently working with other school districts in the area.

The Madera Center was awarded a \$280,000 IDRC grant. This Industry-Driven Regional Collaborative – Economically Distressed Areas grant will be used to purchase equipment for the Manufacturing Department that will allow for degree completion in CTE. The Madera Center will be able to offer a credit certificate in manufacturing, and an associate degree in welding technology.

Baccalaureate
Degrees in California
Community Colleges

- Dr. George Railey provided an update on baccalaureate degrees in community colleges. He reported a few of the reasons identified nationally that support the advantages of having community college baccalaureate, including the ability to meet local workforce demands, overcrowding at four-year colleges and an alternative to for-profit institutions. Dr. Railey described the opportunities as well as the challenges to the proposal. He reviewed the status of the current legislation regarding this issue. Dr. Stewart stated there will be a pilot program some baccalaureate degrees, and SCCC will be following it. He said there are still a lot of questions regarding staffing, equipment, and funding for the program. Dr. Railey stated the proposed program is still working its way through legislative process.

State Center Consortium Presentation

Dr. George Railey introduced Ms. Lori Morton, Director of the State Center Consortium. Ms. Morton provided a history of the consortium and its current mission. She described the make-up of the 75 member advisory committee. One the Consortium's primary function is to provide the teacher professional development and student career exploration. They host a variety of workshops and training for teachers throughout the year. In past two years the Consortium has serves over 10,000 teachers, counselor, administrators, and students.

Reports of Board Members

Trustee Leal reported the following:

- Attended the Edcare meeting on June 17

Trustee Payne reported the following:

- Attended the White House Summit on Educational Excellence at Laney College. There were great discussions about how community colleges can impact local communities.

Trustee Smith reported that she attended the high school Ag camp graduation at Reedley College.

Trustee Nishinaka reported the following:

- Attended the West Hills College Essential Elements for the Future of the San Joaquin Valley Series at the Harris Ranch Inn.
- Attended Fresno Downtown Rotary with Dr. Stewart, where RC instructor David Lopes was a speaker.
- RC summer Ag camp graduation
- Attended the California Ag teachers association conference in San Louis Obispo
- Attended Police academy graduation

He congratulated Sandra Caldwell for election to the City of Reedley Chamber of Commerce.

Trustee Patterson stated he attended the farewell luncheon for Michael White. He thanked him for his service to the District.

Consideration of Consent Agenda Action

Trustee Patterson requested to pull item 14-42HR subsection a. It will be considered later in the meeting.

Prior to the approval of the remainder of the consent agenda, Trustee Smith had questions regarding items 14-45HR, 14-48HR, 14-50HR and 14-51HR.

Consideration of
Consent Agenda
Action (continued)

With respect to item 14-50HR, Trustee Payne stated the District needs to have a heightened sense of awareness regarding the reorganization of the training institute, with relationship to the facilities and staff in West Fresno. Preparations need to be made to better serve that community.

- It was moved by Trustee Barreras and seconded by Trustee Nishinaka that the Board of Trustees approve consent agenda items 14-41HR through 14-52HR (excluding 14-42HR subsection k) and 14-54G through 14-60G, as presented. The motion carried without dissent.

Employment, Change
of Status,
Resignation,
Academic Personnel
[14-41HR]
Action

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

Employment,
Promotion, Change of
Status, Transfer,
Leave of Absence,
Resignation,
Retirement, Classified
Personnel
[14-42HR]
Action

Approve the classified personnel recommendations, items A through H, as presented

Consideration to
Approve Employment
of Adjunct Faculty,
Summer 2014
[14-43HR]
Action

Approve the employment of adjunct faculty members for Fresno City College, Reedley College (including Madera and Oakhurst Centers, and Clovis Community College Center for summer 2014, as listed

Consideration to
Approve Six-Month
Limited Term
Administrative Aide
Position, Center for
International Trade
Development
[14-44HR]
Action

Approve the six-month limited term Administrative Aide position,
Center for International Trade Development

Consideration to
Approve Two Six-
Month Limited Term
Financial Aid
Assistant I Positions,
Fresno City College
[14-45HR]
Action

Approve two six-month limited term Financial Aid Assistant I
positions, Fresno City College

Consideration to
Approve New
Position of
Accountant/Auditor,
Clovis Community
College Center
[14-46HR]
Action

Approve the new position of Accountant/Auditor, Clovis Community
College Center

Consideration to
Approve New
Position of Office
Assistant III, Clovis
Community College
Center, Herndon
Campus
[14-47HR]
Action

Approve the new position of Office Assistant III, Clovis Community
College Center, Herndon Campus

Consideration to
Approve New
Position of
Educational Advisor,
Fresno City College
[14-48HR]
Action

Approve the new position of Educational Advisor, Fresno City College

Consideration to
Approve Revised
Duties for
Instructional
Technician Science
Series
[14-49HR]
Action

Approve the revisions to the Instructional Technician Science Series, which includes Instructional Laboratory Technician – Biological Science, Instructional Laboratory Technician – Chemistry/Physical Science, and Instructional Laboratory Technician – General Science

Consideration to
Approve
Reorganization of
Fresno City College
Training Institute
[14-50HR]
Action

Approve the reorganization of the Fresno City College Training Institute by locating it at the District Office under the Vice Chancellor of Educational Services and Institutional Effectiveness

Consideration to
Approve Transfer of
Fresno City College
Training Institute
Employees
[14-51HR]
Action

Approve the transfer of the Fresno City College Training Institute employees (Sales & Marketing Coordinator, position #2456, Program Development Assistant, position #2454 and #2455) to the District Office under the leadership of the Vice Chancellor of Educational Services and Institutional Effectiveness located at the Clovis Community College, Herndon Campus, effective July 2, 2014, or thereafter.

Consideration to
Approve New
Position of
Accounting Clerk III,
Clovis Community
College Center
[14-52HR]
Action

Approve the new position of Accounting Clerk III, Clovis Community College Center

Review of District
Warrants and Checks
[14-54G]
Action

Review and approve the warrants register for the following accounts:

<u>Account:</u>	<u>Amount:</u>	<u>For the Period</u> <u>of:</u>
District	\$13,628,812.87	5/13/14 to 6/9/14
Fresno City College Bookstore	441,029.65	5/14/14 to 6/10/14
Reedley College Bookstore	284,752.50	5/14/14 to 6/10/14
Fresno City College Co- Curricular	128,871.61	5/13/14 to 6/9/14
Reedley College Co-Curricular	34,956.13	5/13/14 to 6/6/14
Total:	<u>\$ 14,518,422.76</u>	

Consideration to
Authorize Year-end
Balancing Transfers,
2013-2014 Fiscal Year
[14-55G]
Action

Authorize year-e3nd balancing transfers for the 2013-2014 fiscal year

Consideration to
Authorize Agreement
with Madera County
Department of Social
Services, Madera
Center
[14-56G]
Action

- a) Authorize the District, on behalf of the Madera Center, to enter into an agreement with the Madera County Department of Social Services, whereby the Madera Center will provide job readiness training for the period July 1, 2014, through June 30, 2015, for an amount not to exceed \$150,000;
 - b) Authorize renewal of the agreement with similar terms and conditions; and
- Authorize the Interim Chancellor or Vice Chancellor of Finance and Administration to sign the agreement on behalf of the District

Consideration to Adopt Resolution Authorizing Agreement with the California Department of Education for a Child Care and Development Block Grant, General Child Development Program, Fresno City College
[14-57G]
Action

- a) Adopt Resolution No. 2014.16 authorizing the District, on behalf of Fresno City College, to enter into an agreement with the California Department of Education for a Child Care and Development Block Grant, General Child Development Program, in the amount of \$41,228 for the period July 1, 2014, through June 30, 2015;
- b) Authorize renewal of the agreement with similar terms and conditions; and
- c) Authorize the Interim Chancellor or Vice Chancellor of Finance and Administration to sign the agreement on behalf of the District

Consideration to Approve Spring 2015 Schedule of Instructional Material Fees, Fresno City College and Reedley College
[14-58G]
Action

- c) Approve the Spring 2015 Schedule of Instructional Material Fees for Fresno City College and Reedley College

Consideration to Approve Curriculum Proposals, Summer 2014 through Fall 2015, Fresno City College and Reedley College
[14-59G]
Action

Approve the Fresno City college and Reedley College curriculum proposals, as presented

Consideration to Adopt Resolution Authorizing Emergency Repair at Field House, Fresno City College [14-60G] Action

- a) By unanimous vote, authorize Emergency Resolution No. 2014.17 for Emergency Repair at Field House, Fresno City College, in accordance with Public Contract Code Section 20654(a); and
- b) Accept approval from the County Superintendent of Schools for the Emergency Repair at Field House, Fresno City College; and Authorize the Interim Chancellor or Vice Chancellor of Finance and Administration to sign an agreement on behalf of the District
- c) *****End of Consent Agenda*****

Consideration of Bids, Herdsman Housing Site Work, Reedley College [14-66] Action

A motion was made by Trustee Nishinaka and seconded by Trustee Leal that the Board of Trustees award Bid #1415-01 in the amount of \$194,500 to D.H. Williams Construction, Inc., the lowest responsible bidder for the Herdsman Housing Site Work at Reedley College; and authorize the Interim Chancellor or Vice Chancellor of Finance and Administration to sign an agreement on behalf of the District. The motion passed as follows:

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

Collective Bargaining Agreement, California School Employees Association Chapter No. 379 (2014-2017) [14-67] Action

Diane Clerou noted that on June 5, 2014, the California School Employees Association and the District bargaining teams met and negotiated the following tentative agreement for the classified bargaining unit employees for the 2014-2017 fiscal years.

The tentative agreement for the 2014-2015 fiscal year grants a salary increase equal to the COLA granted by the state (currently .85%) applied to the 2013-2014 salary schedule and a one-time off-schedule salary increase of no less than 2.15% to equal a total of not less than 3%. The estimated cost for this tentative agreement is \$773,000. For the fiscal years 2015-2016 and 2016-2017 the salary increase will be equal to the COLA granted by the state.

TENTATIVE AGREEMENT

By and Between

State Center Community College District

And

California School Employees' Association, Chapter #379

This Tentative Agreement ("TA") is entered into by and between the STATE CENTER COMMUNITY COLLEGE DISTRICT

Collective Bargaining Agreement, California School Employees Association Chapter No. 379 (2014-2017) [14-67]
Action (continued)

(hereinafter referred to as "DISTRICT" or "EMPLOYER") and the CALIFORNIA SCHOOL EMPLOYEES' ASSOCIATION, CHAPTER #379 (hereinafter referred to as "EXCLUSIVE REPRESENTATIVE" OR "CSEA"). The TA is effective upon the ratification, and shall remain in full force and effect from July 1, 2014 through June 30, 2017.

Any article or subsection not proposed for amendment by the District shall be deemed to remain unchanged in the Collective Bargaining Agreement.

**ARTICLE 1
TERM OF AGREEMENT**

- A. This agreement between the State Center Community College District (hereinafter referred to as "District"), its successor and/or affiliates and the California School Employees Association, Chapter 379 (hereinafter referred to as "CSEA") is effective on July 1, ~~2012~~ **2014** or upon ratification, whichever is later, and shall remain in full force and effect until the later of the close of the workday June 30, ~~2015~~ **2017**, or until a successor agreement is in effect.

**ARTICLE 32
OPENERS**

- A. ~~During the fiscal years 2013-2014 and 2014-2015 either party may reopen negotiations on Article 30 and 33 plus two additional articles by submitting a proposal to the other party.~~ During the fiscal years July 1, 2014 through June 30, 2017, neither side will reopen negotiations on this contract.

**ARTICLE 33
PAY AND ALLOWANCES**

Section 1. Salary:

Effective July 1, 2014, the 2013-2014 salary schedule will be increased by the COLA approved by the State.

Effective July 1, 2014, a one-time, off schedule payment of no less than 2.14% will be paid as follows: one payment on

Collective Bargaining Agreement, California School Employees Association Chapter No. 379 (2014-2017) [14-67]
Action (continued)

or about December 2014 and one payment on or about July 2015. (See page 2 and 3)

Effective July 1, 2015, the 2014-2015 salary schedule will be increased by the COLA approved by the State.

Effective July 1, 2016, the 2015-2016 salary schedule will be increased by the COLA approved by the State.

Ms. Clerou went on to say that at this time it is appropriate to open the meeting for public comment.

Board President Patterson opened the meeting for comments from the public at 5:45 p.m.

There being no comments from the public, President Patterson closed the public hearing at 5:46 p.m.

A motion was made by Trustee Leal and seconded by Trustee Barreras that the Board of Trustees adopt the tentative agreement with California School Employees Association Chapter No. 379 (2014-2017). The motion carried without dissent.

Collective Bargaining Agreement, Peace Officers' Association, Teamsters Local 856 (2014-2017) [14-68]
Action

Diane Clerou noted that on June 19, 2014, the Peace Officers' Association representative and the Associate Vice Chancellor of Human Resources met and negotiated the following tentative agreement for the Peace Officers' bargaining unit employees for the 2014-2017 fiscal years.

The tentative agreement for the 2014-2015 fiscal year grants a salary increase equal to the COLA granted by the state (currently .85%) applied to the 2013-2014 salary schedule and a one-time off-schedule salary increase of no less than 2.15% to equal a total of not less than 3%. The estimated cost for this tentative agreement is \$31,300. For the fiscal years 2015-2016 and 2016-2017 the salary increase will be equal to the COLA granted by the state.

TENTATIVE AGREEMENT

By and Between

State Center Community College District

And

Peace Officers' Association, Teamsters Local 856

June 19, 2014

Collective Bargaining
Agreement, Peace
Officers' Association,
Teamsters Local 856
(2014-2017)
[14-68]
Action (continued)

Any article or subsection not proposed for amendment by the District shall be deemed to remain unchanged in the Collective Bargaining Agreement.

**ARTICLE 1
TERM OF AGREEMENT**

A. This agreement between the State Center Community College District (hereinafter referred to as "District"), its successor and/or affiliates and the Peace Officers' Association (hereinafter referred to as "POA") is effective for ~~one year~~ **three years** from July 1, ~~2012-2014~~, and shall remain in full force and effect until the later of the close of the workday June 30, ~~2013~~, **2017** or until a successor agreement is in effect.

**ARTICLE 32
OPENERS**

~~A. During 2012-13 neither party shall be obligated to bargain any amendment to this Agreement unless both parties mutually agree to reopen negotiations. POA shall submit their proposal for a successor contract to the District not later than the board meeting in January 2013 and the Board shall hold the public hearing on the proposal at the next Board meeting. However, if there is a significant change in the District's financial condition, the POA will have to option, at its discretion, to reopen negotiations regarding:~~ During the fiscal years July 1, 2014 through June 30, 2017, neither side will reopen negotiations on this contract.

- ~~1. Article 30, Health and Welfare Benefits;~~
- ~~2. Article 33, Pay and Allowances; and~~
- ~~3. Up to two (2) additional articles contained in the Agreement.~~

**ARTICLE 33
PAY AND ALLOWANCES**

Section 1. Salary:

Collective Bargaining Agreement, Peace Officers' Association, Teamsters Local 856 (2014-2017) [14-68] Action (continued)

Effective July 1, 2014, the 2013-2014 salary schedule will be increased by the COLA approved by the State.

Effective July 1, 2014, a one-time, off schedule payment of no less than 2.14% will be paid as follows: one payment on or about December 2014 and one payment on or about July 2015.

Effective July 1, 2015, the 2014-2015 salary schedule will be increased by the COLA approved by the State.

Effective July 1, 2016, the 2015-2016 salary schedule will be increased by the COLA approved by the State.

This Agreement is made this 19th day of June in the year 2014 in the City of Fresno, County of Fresno, State of California.

Ms. Clerou went on to say that at this time it is appropriate to open the meeting for public comment.

Board President Patterson opened the meeting for comments from the public at 5:50 p.m.

There being no comments from the public, President Patterson closed the public hearing at 5:51 p.m.

A motion was made by Trustee Smith and seconded by Trustee Leal that the Board of Trustees adopt the tentative agreement with the Peace Officers' Association, Teamsters Local 845 (2014-2017). The motion carried without dissent.

Consideration to Appoint Dean of Student Services, Reedley College [14-69] Action

A motion was made by Trustee Ron Nishinaka and seconded by Trustee Barreras that the Board of Trustees appoint Mr. Mario Gonzales to serve as Dean of Student Services, Reedley College, with placement on the management salary schedule at range 62 step 8 (\$11,450.58/monthly), effective July 2, 2014. The motion carried without dissent.

Consideration to Appoint Dean of Instruction, Reedley College [14-70] <u>Action</u>	<p>A motion was made by Trustee Smith and seconded by Trustee Payne that the Board of Trustees appoint Ms. Marie Byrd-Harris as Dean of Instruction of the Math, Engineering & Computer Sciences, Science, and Health Sciences Division at Reedley College, with placement on the management salary schedule at range 62 step 1 (\$9,185.92 monthly), effective July 2, 2014. The motion carried without dissent.</p>
Public Comment	None
Closed Session	<p>President Patterson stated that in closed session the Board will discuss the following:</p> <ul style="list-style-type: none">A. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE, Pursuant to Government Code Section 54957B. CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION, Pursuant to Government Code Section 54956.9(a); Harbottle v. SCCC, et al., Fresno Superior Court Case No. 12 CE CG 00586 JHC. CONFERENCE WITH LEGAL COUNSEL, Potential initiation of litigation pursuant to Government Code Section 54956.9(d)(4) <p>President Patterson called a recess at 5:55 p.m.</p>
Open Session	<p>The Board moved into open session at 7:00 p.m.</p> <p>President Patterson stated the Board did not take any reportable action during closed session.</p>
Consideration of Consent Agenda, Item 14-42HR (a) <u>Action</u>	<p>A motion was made by Trustee Nishinaka and seconded by Trustee Barreras that the Board of Trustees employee Geneva Skram as Assistant Director of the SCCC Foundation, effective June 10, 2014. The motion carried without dissent.</p> <p>Trustee Patterson stated he has concerns about some of the legal opinions on how the Foundation funds personnel assigned to it. He has some concerns about liability and the legal agreements and between the Foundation and the District. He recommends a special Board meeting to discuss those issues.</p>

Adjournment

The meeting was adjourned at 7:10 p.m. by unanimous consent.

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

:na

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

PRESENTED TO BOARD OF TRUSTEES

DATE: August 5, 2014

SUBJECT: Employment, Resignation, Retirement,
Academic Personnel

ITEM NO. 14-53HR

EXHIBIT: Academic Personnel Recommendations

Recommendation:

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

ACADEMIC PERSONNEL RECOMMENDATIONS

A. Recommendation to employ the following persons:

<u>Name</u>	<u>Campus</u>	<u>Class & Step</u>	<u>Salary</u>	<u>Position</u>
Valdez, Rosalva	RC	III, 5	\$71,400	Counselor, Student Support Services

(Current Adjunct Faculty)

(One Year Temporary Contract – August 6, 2014 through June 30, 2015)

Adams, Jennifer L.	FCC	IV, 7	\$80,114	Nursing Instructor
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(Current Full-Time Categorically Funded Faculty)

(One Year Temporary Contract – August 7, 2014 through May 22, 2015)

Bell, Autumn J.	FCC	59, 8	\$117,030	Director of Distance Education and Instructional Technology
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(Current Full-Time Faculty)

(Management Contract – August 7, 2014 through June 30, 2015)

Ellington, Kanya L.	MC	II, 4	\$32,723	Chemistry Instructor
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(Current Adjunct Faculty)

(One Semester Temporary Contract – August 7, 2014 through December 12, 2014)

Huebert, Brandon D.	CCCC	III, 1	\$60,356	Counselor for TRiO, SSS and STEM
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(Current Adjunct Faculty)

(One Year Temporary Contract – August 7, 2014 through May 22, 2015)

Ishigaki, Teresa A.	CCCC	II, 5	\$68,204	English Instructor
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(Current Adjunct Faculty)

(One Year Temporary Contract – August 7, 2014 through May 22, 2015)

A. Recommendation to employ the following persons (continued):

Name	Campus	Class & Step	Salary	Position
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Jones, Allyson N.	FCC	IV, 6	\$77,359	Biology Instructor
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(Current Adjunct Faculty)
(One Year Temporary Contract – August 7, 2014 through May 22, 2015)

Leal-Quiros, Edbertho	FCC	V, 6	\$41,262	Engineering/Physics Instructor
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(Current Adjunct Faculty)
(One Semester Temporary Contract – August 7, 2014 through December 12, 2014)

Mimura, Stacielee N.	FCC	II, 5	\$68,204	Communication Arts Instructor
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(Current Adjunct Faculty)
(One Year Temporary Contract – August 7, 2014 through May 22, 2015)

Schwartz Casey, Jenifer A.	FCC	V, 6	\$80,521	English Instructor
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(Current Adjunct Faculty)
(One Year Temporary Contract – August 7, 2014 through May 22, 2015)

Vogel, Pamela J.	FCC	IV, 7	\$80,114	Nursing Instructor
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(Current Full-Time Categorically Funded Faculty)
(Second Contract – August 7, 2014 through May 22, 2015)

Yang, Jim P.	FCC	III, 3	\$65,876	Mathematics Instructor
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(Current Adjunct Faculty)
(One Year Temporary Contract – August 7, 2014 through May 22, 2015)

B. Recommendation to accept the resignation from the following persons:

<u>Name</u>	<u>Campus</u>	<u>Effective Date</u>	<u>Position</u>
McCorkle, Kent L.	FCC	May 23, 2014	Chemistry Instructor
Garcia, Jenie L.	RC	June 30, 2014	Counselor
Fonseca, Brian K.	RC	August 2, 2014	Head Basketball Coach/Instructor
Nkosi, Janine D.	RC	August 4, 2014	Tutorial Center Coordinator

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

<u>Name</u>	<u>Campus</u>	<u>Effective Date</u>	<u>Position</u>
Kim, Daniel E.	FCC	May 16, 2014	Coordinator, Institutional Research
Mascola, Frank D.	RC	July 31, 2014	CalWORKs Coordinator
Speece, Brian R.	DO	October 1, 2014	Associate Vice Chancellor of Business and Operations

D. Recommendation to employ the following person as Training Institute Trainers:

<u>Name</u>	<u>Campus</u>	<u>Classification</u>	<u>Hourly Rate</u>	<u>Date</u>
Nelson, Cheryl L.	FCC	Trainer III	\$39.11	June 5, 2014
Obermire, Margaret L.C.	DO	Trainer IV	\$44.69	July 1, 2014

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

PRESENTED TO BOARD OF TRUSTEES

DATE: August 5, 2014

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

ITEM NO. 14-54HR

EXHIBIT: Classified Personnel Recommendations

Recommendation:

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

CLASSIFIED PERSONNEL RECOMMENDATIONS

A. Recommendation to employ the following persons as probationary:

Name	Location	Classification	Range/Step/Salary	Date
Brownell, Shannon	DO	Benefits Assistant Position No. 1171	48-A \$3,239.08/mo.	06/30/2014
Rapue, Danielle	RC	Library Services Assistant Position No. 3027	56-A \$3,934.42/mo.	06/30/2014
Tafoya, Vincent	DO	Human Resources Specialist Position No. 1162	54-B \$3,967.83/mo.	07/01/2014
Prado, Milagros	FCC	Financial Aid Assistant I Position No. 2444	57-A \$4,063.83/mo.	07/14/2014

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	Range/Step/Salary	Date
Martin, Christopher	FCC	Micro-Computer Resource Technician Position No. 8132	63-E \$33.49/hr.	06/02/2014
Guhin, Katherine	RC	Instructional Laboratory Technician – Biological Science Position No. 3147	53-A \$21.07/hr.	06/16/2014
Johnson, Lauren	RC	Accounting Clerk I Position No. 3040	38-A \$14.60/hr.	06/23/2014
Torres, Monica	FCC	Office Assistant II Position No. 2194	41-A \$15.83/hr.	07/03/2014
Prieto, Beatriz	FCC	Sign Language Interpreter II - PPT Position No. 8120	44-A \$17.06/hr.	07/07/2014
Gingold, Jacob	CCCC	Instructional Laboratory Technician – General Science Position No. 5059	53-A \$21.25/hr.	07/08/2014

- 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 (cont'd):

Name	Location	Classification	Range/Step/Salary	Date
Aguilera, Sandra	FCC	Custodian Position No. 2181	41-A \$15.83/hr.	07/14/2014
Chan, Fennyann	OC	Office Assistant III – PPT Position No. 6002	48-A \$18.85/hr.	07/21/2014
Danielyan, Naira	CCCC	Office Assistant III Position No. 5060	48-B \$19.78/hr.	07/21/2014
Graham, Anne	OC	Office Assistant III Position No. 4022	48-B \$19.78/hr.	07/21/2014
Ruiz, Lucy	DO	Executive Director - Public and Legislative Relations Position No. 1066	59-5 (Mgmt.) \$9,944.08/mo.	08/01/2014

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

Name	Location	Classification	Range/Step/Salary	Date
Aguilar, Emalee	DO	Human Resources Technician – Confidential Position No. 1051	51-A (Confidential) \$21.67/hr.	06/04/2014 thru 12/04/2014

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

Name	Location	Classification	Hourly Rate	Date
Janzer, Haley	FCC	Playground Assistant I	\$12.00/hr.	06/16/2014

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

Name	Location	Classification	Range/Step/Salary	Date
Collins, Reshonda	FCC	Instructional Technician – Clerical Office Training Position No. 2437 to	50-E \$4,038.42/mo. to 54-E	07/01/2014
	DO	Human Resources Specialist Position No. 1037	\$4,803.42/mo.	

E. Recommendation to approve the promotion of the following regular employees (cont'd):

Name	Location	Classification	Range/Step/Salary	Date
Nichols, Debra	CCCC	Instructional Technician – Microcomputer Lab – PPT Position No. 5022 to	50-A \$19.78/hr. to 66-A	07/24/2014
	FCC	Webmaster Position No. 8510	\$5,062.33/mo.	
Franklin, Jennifer	FCC	Office Assistant III Position No. 2051 to Administrative Aide Position No. 2042	48-C \$3,687.00/mo. to 53-B \$3,967.25/mo.	07/28/2014
Sanchez, George	RC	Student Services Specialist Position No. 3005 to Financial Aid Assistant I Position No. 3131	52-E \$4,373.33/mo. to 57-D \$4,704.08/mo.	08/04/2014

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

Name	Location	Classification	Range/Step/Salary	Date
Barile, Howard	FCC	Programmer Position No. 2340 to	66-B \$5,422.92/mo. to	06/02/2014
		Accounting Technician I Position No. 2074	57-E \$5,044.94/mo.	
(Return to regular assignment)				
Collins, Reshonda	DO	Human Resources Specialist Position No. 1037 to	54-D \$4,544.92/mo. to	06/30/2014
	FCC	Instructional Technician – Clerical Office Training Position No. 2437	50-E \$4,005.17/mo.	
(Return to regular assignment)				
Doyle, Stephanie	RC	Library/Learning Resource Assistant III Position No. 3029 to	48-C \$3,597.08/mo. to 41-E	07/03/2014
		Library/Learning Resource Assistant II Position No. 3030	\$3,341.92/mo.	
(Return to regular assignment)				

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

Name	Location	Classification	Range/Step/Salary	Date
Garcia, Mary Helen	RC	Library Services Assistant Position No. 3027 to Library/Learning Resource Assistant III Position No. 3029	56-B \$4,587.75/mo. to 48-E \$4,364.58/mo.	07/03/2014

(Return to regular assignment)

Johnson, Keith	DO	Lead Programmer Analyst Position No. 1061 to Director of Information Services Position No. 1033	79-E \$9,285.42/mo. to 79-E +15% \$10,678.25/mo.	07/19/2014
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(Working Out of Class per Article 33, Section 8 of the CSEA contract)

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

Name	Location	Classification	Date
Moreno, Estevan	DO	Police Officer Position No. 1118	05/24/2014 thru 06/12/2014

(Military Leave of Absence per Article 15 of the POA contract)

Hernandez, Rene	RC	Custodian Position No. 3062	06/02/2014 thru 06/22/2014
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(Military Leave of Absence per Article 15 of the CSEA contract)

Saari, Nathan	RC	Assistant Residence Hall Supervisor – On-site Position No. 3158	07/01/2014 thru 09/30/2014
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(Leave of Absence Without Pay per Personnel Commission Rule 15-30)

Hansen, Aaronn	FCC	Micro-Computer Resource Technician Position No. 8132	07/25/2014 thru 07/24/2015
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(Personal Leave per Article 13, Section 2 of the CSEA contract)

Patterson, Teresa	DO	Executive Director - Public and Legislative Relations Position No. 1066	08/07/2014
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(Leave of Absence Without Pay per Personnel Commission Rule 15-30)

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

Name	Location	Classification	Date
Xiong, Jenny	CCCC	Bookstore Sales Clerk I – Seasonal Position No. 8115	06/19/2014
Nichols, Linda	RC	Bookstore Sales Clerk I – Seasonal Position No. 8045	07/10/2014
Smith, Eileen	FCC	Instructional Assistant – Nursing Position No. 2113	07/31/2014
Shamp, Brian	CCCC	Instructional Laboratory Technician – General Science Position No. 5014	08/06/2014
Swallow, Richell	RC	Early Childhood Education Specialist Position No. 3036	08/06/2014

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

PRESENTED TO BOARD OF TRUSTEES

DATE: August 5, 2014

SUBJECT: Consideration to Approve Resolution Allowing Exception to the 180-day Wait Period for CalPERS

ITEM NO. 14-55HR

EXHIBIT: Resolution No. 2014.23

Background:

As a result of Government Code section 7522.56 being implemented, employees who contribute to the CalPERS retirement system must wait 180 days prior to commencing post-retirement employment in an educational institution. However, CalPERS allows for an exception to this rule if certain conditions are met; such as, the employee did not take a retirement incentive, the employee will not work more than 960 hours per fiscal year, and the appointment is necessary to fill a critically needed position. If these conditions are met, the process for waiving the 180-day period requires approval by a resolution of the Board of Trustees of the employing district in addition to the approval of the local County Office of Education.

Mr. Brian Speece is retiring September 30, 2014. Mr. Speece has a tremendous amount of knowledge on how to run a bond measure campaign related to facilities. He is also an expert on the district's construction program and the coordination of the program with state agencies in order to approve new construction or remodeling projects. The District needs Mr. Speece's skills and wants to employ him on a part-time basis for a limited period of time to assist with a bond campaign and ongoing construction projects. District administration is requesting approval of this resolution as a first step in seeking a waiver of the 180-day wait period required by CalPERS of new retirees.

Recommendation:

It is recommended the Board of Trustees approve Resolution No. 2014.23 allowing this exception to the CalPERS 180-day wait period.

**STATE CENTER COMMUNITY COLLEGE DISTRICT
RESOLUTION NO. 2014.23**

**RESOLUTION FOR EXCEPTION TO THE 180-DAY WAIT PERIOD (Government
Code Section 7522.56 and 21229)**

WHEREAS, in compliance with Government Code section 7522.56 the Fresno County Office of Education must provide CalPERS this certification resolution when hiring a retiree before 180 days has passed since his or her retirement date; and

WHEREAS, Brian Speece, CalPERS ID 1594630027 retired from State Center Community College District in the position of Associate Vice Chancellor, Business and Operations, effective September 30, 2014; and

WHEREAS, section 7522.56 requires that post-retirement employment commence no earlier than 180 days after the retirement date, which is March 30, 2015, without this certification resolution; and

WHEREAS, section 7522.56 provides that this exception to the 180-day wait period shall not apply if the retiree accepts a retirement incentive; and

WHEREAS, State Center Community College District and Brian Speece certify that Brian Speece has not and will not receive a Golden Handshake or any other retirement incentive; and

WHEREAS, State Center Community College District hereby appoints Brian Speece as an extra help retired annuitant to perform the duties of the Assistant to the Chancellor for Capital Projects for the State Center Community College District under Government Code section 21229, effective October 1, 2014; and

WHEREAS, no matters, issues, terms or conditions related to this employment and appointment have been or will be placed on a consent calendar; and

WHEREAS, the employment shall be limited to 960 hours per fiscal year for all CalPERS employers; and

WHEREAS, the compensation paid to retirees cannot be less than the minimum nor exceed the maximum monthly base salary paid to other employees performing comparable duties, divided by 173.333, to equal the hourly rate; and

WHEREAS, the maximum base salary for this position is \$12,527.50 and the hourly equivalent is \$72.27, and the minimum base salary for this position is \$9,945.50 and the hourly equivalent is \$57.38; and

WHEREAS, the hourly rate paid to Brian Speece will be (\$72.27); and

WHEREAS, Brian Speece has not and will not receive any other benefit, incentive, compensation in lieu of benefit or other form of compensation in addition to this hourly pay rate; and

NOW, THEREFORE, BE IT RESOLVED that State Center Community College District hereby certifies the nature of the appointment of Brian Speece as described herein and detailed in the attached employment agreement/contract/appointment document and that this appointment is necessary to fill the critically needed position of Assistant to the Chancellor for Capital Projects for the State Center Community College District by October 1, 2014. Specialized duties to be performed by Mr. Speece are:

- Work with the district, campuses, community members, and consultants to investigate the needs and support for a future local facilities bond.
- Coordinate a local Facilities Bond Measure Campaign
- Work with the State Chancellor’s Office, the district and the campuses to coordinate and update the district’s construction program. This would include the State Five Year Construction Plan (including Final Project and Initial Project Proposals), the District Facilities Master Plan, the Proposition 39 Program, the State Space Inventory Program and the State Five-Year Scheduled Maintenance Program.

AND BE IT FURTHER RESOLVED that the District administration causes a copy of this resolution to be filed with the Fresno County Office of Education.

PASSED AND ADOPTED on this 5th day of August 2014, by the following vote:

AYES: _____ NOES: _____ ABSENT: _____ ABSTAIN: _____

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: August 5, 2014

SUBJECT: Consideration to Approve Revised Duties for Bookstore Manager ITEM NO. 14-56HR

EXHIBIT: None

Background:

There is currently a vacant Bookstore Manager position within the District. The Personnel Commission and District Human Resources have been reviewing the classification specification of Bookstore Manager and determined the classification specification needs to be updated to accurately reflect the duties being performed.

According to Education Code section 88009 the Board of Trustees shall fix and prescribe the duties to be performed by all persons in the classified service. Following the Board of Trustees' approval of the revised duties, the Director of Classified Personnel will update the minimum qualification requirements and knowledge and abilities. Those revisions will then be forwarded to the Personnel Commission for their approval according to Education Code section 88095.

EXAMPLES OF DUTIES

Performs a wide variety of duties related to the management of the Districtwide bookstores including but not limited to:

1. Plans, organizes, oversees, and directs the operations of the districtwide bookstores.
2. Plans, organizes, develops, and implements bookstore policies and operational procedures that ensure adherence to district policies, procedures, regulations, and state and federal laws.
3. Directs the activities and maintenance of bookstore inventories and ensures adequate inventory levels.
4. Develops short and long-term goals and objectives, reviews current methods of operation, and makes modifications as needed.
5. Maintains current knowledge of changes and trends in the bookstore/retail market, researches and evaluates market trends and needs.
6. Oversees the ordering, receiving, stocking, and pricing of inventory to ensure adequate inventory levels and proper product mix.

7. Plans and coordinates the annual physical inventories of the bookstores to maintain accurate inventory records.
8. Selects, trains, and evaluates staff, and assigns duties to employees to ensure proper levels of staffing and customer service.
9. Prepares and manages annual bookstore budget, reviews financial statements and reports, monitors and compares sales and expenses against budget to ensure profitability, authorizes expenditures of funds within established guidelines, controls operations and makes adjustments as needed in order to meet budget and service objectives.
10. Establishes proper internal controls to ensure that accounting and financial reporting are timely and accurate.
11. Establishes internal controls, policies and procedures for accounts payable and receivable which includes developing processes for billing, preparing invoices, approving refunds and payment of invoices, disbursing checks, and accounting for daily money received in compliance with district guidelines.
12. Negotiates and enters into contracts for goods and services with outside vendors.
13. Ensures proper maintenance of bookstore buildings and equipment and replace as needed.
14. Develops marketing strategy, prepares and arranges for appropriate publicity and advertising, ensures a product mix appealing to college clientele, develop special promotions to enhance interest in bookstore merchandise activities.
15. Institutes and maintains computer systems supporting sales, inventory, and administrative functions in compliance with laws, rules, and regulations.
16. Investigates customer complaints and takes appropriate action.
17. Performs other duties as needed.

Recommendation:

It is recommended the Board of Trustees approve the revised duties for Bookstore Manager.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: August 5, 2014

SUBJECT: Consideration to Approve Revised Duties for Early Childhood Education Series ITEM NO. 14-57HR

EXHIBIT: None

Background:

There are vacancies in the Early Childhood Education Specialist and Instructional Aide – Child Development Laboratory positions within the District. The Personnel Commission and District Human Resources have been reviewing these classification specifications and determined they need to be updated to accurately reflect the duties being performed.

According to Education Code section 88009 the Board of Trustees shall fix and prescribe the duties to be performed by all persons in the classified service. Following the Board of Trustees' approval of the revised duties, the Director of Classified Personnel will update the minimum qualification requirements, knowledge, skills and abilities. Those revisions will then be forwarded to the Personnel Commission for their approval according to Education Code section 88095. The District will then meet and negotiate the salary with CSEA, as required by the Education Code.

Examples of Duties:

Early Childhood Education Specialist

Performs a variety of duties for the Child Development Center, including, but not limited to:

1. Plans, organizes, directs and evaluates a daily schedule of learning experiences for students and for the development of children in a children's center learning laboratory environment including those with special needs
2. Develops and provides instructional activities and materials to assist a campus based early childhood education program designed to teach and develop curriculum such as music, creative arts, mathematics, perceptual motor skills, science, language arts and social studies
3. Plans activities, instructional materials and lesson plans appropriate for assigned age level
4. Conducts classroom presentations to include concepts, language, literature, music/movement, and listening skills

5. Confers with instructional staff and students regarding assignments, student progress and child progress
6. Directs activities in the classroom and outside yard area, maintains order and positive redirection, and assures safety and proper adult to child ratio
7. Assigns tasks to student teachers, evaluates performance and serves as a mentor
8. Advises students where to locate resources to assist and improve in laboratory skills
9. Evaluates student teachers and provides input to instructors
10. Provides information, guidance, instruction, and feedback to parents concerning the child's progress, abilities, and areas of concern and explains program procedures and classroom activities as requested
11. Plans and participates in parent conferences
12. Refers parents and families to appropriate community services
13. Prepares, maintains and ensures the completion of a variety of records and reports such as attendance, lesson plans, developmental assessments, student performance and accidents
14. Provides an environment to facilitate physical and emotional development of infant, toddler and preschool children including those with special needs
15. Prepares and maintains rooms and play areas in a stimulating, orderly, clean, and safe condition in order to maintain an environment conducive to learning
16. Organizes and prepares laboratory classroom for various setups for children's use and reorganize following class as needed
17. Works with groups of children in a variety of activities
18. Assists children with hygiene procedures as necessary and observes and evaluates health needs of children and takes appropriate action
19. Operates electronic devices, computer and other media equipment for instructional purposes
20. Attends staff planning meetings to assess center needs and program development
21. Attends conferences and workshops to remain current in the field of early childhood development
22. Trains staff assistants and recommends personnel actions for programs and services.
23. Provides first aid and CPR as appropriate
24. Performs clerical support duties as assigned and assists in ordering instructional supplies and equipment
25. Lifts and carries children and equipment weighing up to 50 pounds
26. Performs other duties as assigned

Instructional Aide – Child Development Laboratory

Performs a variety of duties for the child development center including, but not limited to:

1. Assists in planning and organizing the daily schedule of learning experiences for the development of children in a children's center learning laboratory environment including those with special needs
2. Assists in providing care, guidance and developmentally appropriate learning and socialization experiences in language development, physical and motor development,

- reading and math readiness, art, music, nutrition, health and safety to infant, toddler and/or preschool-aged children.
3. Helps maintain a stimulating and supportive environment for children and encourages positive learning, eating and communication skills by modeling appropriate behaviors
 4. Conducts classroom presentations to include concepts, language, literature, music/movement, and listening skills
 5. Works with groups of children in a variety of activities such as telling and reading stories, singing songs, playing music and preparing materials for arts and crafts and other play activities
 6. Supervises children at play in the classroom and outside area, maintains order and positive redirection, and assures safety and proper adult to child ratio
 7. Provides information, guidance, instruction, and feedback to parents concerning the child's progress, abilities, and areas of concern and explains program procedures and classroom activities as requested
 8. Assists in planning and participates in parent conferences
 9. Helps maintain a variety of records and reports such as attendance, lesson plans, developmental assessments, student performance and accidents
 10. Assists in providing an environment to facilitate physical and emotional development of infant, toddler and preschool children including those with special needs
 11. Assists in preparing and maintaining rooms and play areas in a stimulating, orderly, clean, and safe condition in order to maintain an environment conducive to learning
 12. Assists in preparing laboratory classroom for various setups for children's use and reorganize following class as needed
 13. Assists in ordering supplies, snacks, food and equipment
 14. Operates electronic devices, computer and other media equipment for instructional purposes
 15. Attends staff planning meetings to help assess center needs and program development.
 16. Attends conferences and workshops to remain current in the field of early childhood development
 17. Assists children with hygiene procedures as necessary and observes and evaluates health needs of children and takes appropriate action.
 18. Provides first aid and CPR as appropriate
 19. Performs clerical support duties as assigned and assists in ordering instructional supplies and equipment
 20. Lifts and carries children and equipment weighing up to 50 pounds
 21. Performs other duties as assigned

Recommendation:

It is recommended the Board of Trustees approve the revised duties for the Early Childhood Education Series, which includes Early Childhood Education Specialist and Instructional Aide – Child Development Laboratory.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: August 5, 2014

SUBJECT: Consideration to Approve Position for Six-Month ITEM NO. 14-58HR
 Limited Term Office Assistant III, State Center
 Consortium

EXHIBIT: None

Background:

The State Center Consortium is a grant-funded operation within the District. The funding for the program will be expended prior to the end of the fiscal year. In an effort to maximize grant funding, the use of a limited term Office Assistant III will allow the grant funds to be used intermittently to ensure coverage at peak times.

Recommendation:

It is recommended the Board of Trustees approve a six-month limited term position for an Office Assistant III, State Center Consortium.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: August 5, 2014

SUBJECT: Consideration to Appoint Interim Vice President of Student Services, Reedley College ITEM NO. 14-59HR

EXHIBIT: None

Background:

The position of Interim Vice President of Student Services, Reedley College was posted on July 2, 2014, and the district received four completed applications. The Search Advisory Committee was composed of one classified manager, four academic employees and two classified employees. The Search Advisory Committee paper-screened the applications and invited four candidates to be interviewed. Four candidates accepted the invitations and were interviewed. The Search Advisory Committee recommended three candidates to the Reedley College President for interviews.

Dr. Claudia Lourido-Habib is being recommended for the position of Interim Vice President of Student Services, Reedley College. Dr. Claudia Lourido-Habib served as the Interim Dean of Instruction at FCC for this past nine months. Prior to that Dr. Lourido-Habib served as Interim Dean of Instruction, Reedley College, for nine months. Prior to serving in the interim assignments, Dr. Lourido-Habib served as architect/drafting instructor at Fresno City College for ten years. Also, during her tenure at Fresno City College, Dr. Lourido-Habib served as the Academic Senate President. Dr. Lourido-Habib worked as a project manager and interior designer for business furnishing companies and architect firms prior to coming to State Center Community College District. 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. Claudia Lourido-Habib to serve as Interim Vice President of Student Services, Reedley College, with placement on the Management Salary Schedule at Range 66 Step 7 (\$12,406.50 monthly), effective August 6, 2014.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: August 5, 2014

SUBJECT: Review of District Warrants and Checks

ITEM NO. 14-61G

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	\$17,312,343.95	6/10/14 to 7/9/14
Fresno City College Bookstore	147,934.86	6/11/14 to 7/15/14
Reedley College Bookstore	150,471.45	6/11/14 to 7/15/14
Fresno City College Co-Curricular	88,351.85	6/10/14 to 7/11/14
Reedley College Co-Curricular	64,100.83	6/7/14 to 7/9/14
Total:	<u>\$ 17,763,202.94</u>	

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

PRESENTED TO BOARD OF TRUSTEES

DATE: August 5, 2014

SUBJECT: Consideration of Revised Proposition 30
Education Protection Account Expenditure Plan,
2013-2014 Fiscal Year

ITEM NO. 14-62G

EXHIBIT: None

Background:

On November 7, 2012, added provisions of Article XIII, Section 36, create in the state General Fund an Education Protection Account to receive and disburse the revenues derived from the incremental increases in taxes imposed by Article XIII, Section 36(f). All monies in the Education Protection Account are continuously appropriated for the support of school districts, county offices of education, charter schools and community college districts.

It is the intent of the legislature that all community college districts shall have the authority to determine how the monies received from the Education Protection Account are spent. However, in maintaining transparency, the Board of Trustees is required to make the spending determinations with respect to monies received from the Education Protection Account in open session of a public meeting of the Board. Further, the monies received from the Education Protection Account shall not be used for any administrative costs. The only exception is the payment of the additional audit costs pursuant to the audit requirements imposed by Article XIII Section 36 of the Constitution.

Based on the foregoing, the Board of Trustees directs that the monies received from the Education Protection Account shall be spent as presented, thus satisfying the requirements imposed by Article XIII Section 36 of the Constitution.

Education Protection Account (EPA) – Revised Expenditure Plan FY 2013-2014

(91110) - Full-Time, Graded Class Faculty	\$ 25,000,000**
REVISED Estimated 2013-2014 EPA funding - \$20,143,251 **Amount shall increase to level of EPA funding	Previously Approved \$20,000,000 (Nov. 7, 2013 BOT Meeting)

Item No. 14-62G

Page 2

Recommendation:

It is recommended the Board of Trustees approve the Revised Education Protection Account (EPA) expenditure plan for fiscal year 2013-2014, as presented.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: August 5, 2014

SUBJECT: Consideration to Approve District Bank
Account Signatories, Districtwide

ITEM NO. 14-63G

EXHIBIT: List of District Bank Accounts

Background:

Annually, the District reviews the districtwide list of bank accounts. Accounts that have been newly established, closed or requiring a change in the signatories are presented on the enclosed list of District bank accounts.

Recommendation:

It is recommended that the Board of Trustees approve the list of District bank accounts, as presented, and authorize the positions listed as the approved account signatories.

STATE CENTER COMMUNITY COLLEGE DISTRICT BANK ACCOUNTS

DISTRICT OFFICE - Bank Accounts

Bank of America
5292 North Palm
Fresno, CA 93704

<u>Account Name</u>	<u>Acct Number</u>	<u>Authorized Positions</u>
Payroll Clearing Account	████████ 1371	Chancellor
Traffic Fines Clearing Account	████████ 1427	Assoc. VC, Human Resources
FCC Clearing Account	████████ 1553	Vice Chancellor, Finance & Admin
SCCCD North Centers Account	████████ 0007	Director of Finance
SCCCD Federal/State/EFT	████████ 0018	
SCCCD Electronic Payment Processing	████████ 4413	

Bank of America
Calwa Branch
2611 South Cedar
Fresno, CA 93725

<u>Account Name</u>	<u>Acct Number</u>	<u>Authorized Positions</u>
CTC Clearing Account	████████ 0059	Chancellor
		Assoc. VC, Human Resources
		Vice Chancellor, Finance & Admin
		Director of Finance

Rabobank, N.A.
1003 "I" Street
Reedley, CA 93654

<u>Account Name</u>	<u>Acct Number</u>	<u>Authorized Positions</u>
Reedley College Clearing Acct.	████████ 5920	Chancellor
Reedley College Food Services	████████ 5044	Assoc. VC, Human Resources
Reedley College Dorm	████████ 5052	Vice Chancellor, Finance & Admin
		Director of Finance

Wells Fargo
Fashion Fair Office
715 E. Shaw
Fresno, CA 93710

<u>Account Name</u>	<u>Acct Number</u>	<u>Authorized Positions</u>
Revolving Fund	████████ 5829	Chancellor
		Assoc. VC, Human Resources
		Vice Chancellor, Finance & Admin
		Director of Finance

**STATE CENTER COMMUNITY COLLEGE DISTRICT
BANK ACCOUNTS**

DISTRICT OFFICE - Bank Accounts

Wells Fargo
Fresno Reg. Commercial Banking Office
1206 Van Ness Avenue
Fresno, CA 93721

Account Name
Letter of Credit Account

Acct Number
[REDACTED] 4741

Authorized Positions
Chancellor
Assoc. VC, Human Resources
Vice Chancellor, Finance & Admin
Director of Finance

Bank of the West
2035 Fresno Street
Fresno, CA 93721

Account Name
SCCCD Merchant Account

Acct Number
[REDACTED] 9836

Authorized Positions
Chancellor
Assoc. VC, Human Resources
Vice Chancellor, Finance & Admin
Director of Finance

Franklin-Templeton
3344 Quality Drive
P.O. Box 2258
Rancho Cordova, CA 95741-2258

Account Name
Franklin US Government Securities Fund

Acct Number
[REDACTED] 7343

Authorized Positions
Vice Chancellor, Finance & Admin
Director of Finance

STATE CENTER COMMUNITY COLLEGE DISTRICT BANK ACCOUNTS

FRESNO CITY COLLEGE - Bank Accounts

Bank of America
Tower Branch
1264 North Wishon
Fresno, CA 93728

<u>Account Name</u>	<u>Acct Number</u>	<u>Authorized Positions</u>
Co-Curricular Activity	0183	VP of Instruction, FCC
Federal Financial Asst.	0185	VP of Admin Svcs, FCC
State Cal Grant Interest Bearing	0356	Accounting Supervisor, FCC

Rabobank, N.A.
1003 "I" Street
Reedley, CA 93654

<u>Account Name</u>	<u>Acct Number</u>	<u>Authorized Positions</u>
Campus Co-Curricular Activities (Credit Line)	8596	VP of Instruction, FCC VP of Admin Svcs, FCC Accounting Supervisor, FCC

Bank of America
Tower Branch
1264 North Wishon
Fresno, CA 93728

<u>Account Name</u>	<u>Acct Number</u>	<u>Authorized Positions</u>
Bookstore--Checking	0177	VP of Instruction, FCC
Bookstore--NaBanco Visa/Mastercard	2050	VP of Admin Svcs, FCC Vice Chancellor, Finance & Admin

STATE CENTER COMMUNITY COLLEGE DISTRICT BANK ACCOUNTS

REEDLEY COLLEGE - Bank Accounts

Rabobank, N.A.
1003 "I" Street
Reedley, CA 93654

<u>Account Name</u>	<u>Acct Number</u>	<u>Authorized Positions</u>
Federal Direct Student Financial Aid	2347	President, RC
State of CA Direct Student Financial Aid	5372	VP of Students, RC
Scholarship & Loan	1321	VP of Admin Svcs, RC
Co-Curricular	5904	Accounting Supervisor, RC
Associated Student Body	5912	

Rabobank, N.A.
1003 "I" Street
Reedley, CA 93654

<u>Account Name</u>	<u>Acct Number</u>	<u>Authorized Positions</u>
Bookstore - Checking	9303	VP of Admin Svcs, RC VP of Admin Svcs, FCC Vice Chancellor, Finance & Admin

Bank of America
P.O. Box 30746
Los Angeles, CA

<u>Account Name</u>	<u>Acct Number</u>	<u>Authorized Positions</u>
Bookstore - Checking (North Centers)	7311	VP of Admin Svcs, RC VP of Admin Svcs, FCC Vice Chancellor, Finance & Admin

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

PRESENTED TO BOARD OF TRUSTEES

DATE: August 5, 2014

SUBJECT: Consideration to Adopt Resolution Authorizing ITEM NO. 14-64G
 Agreement with California Department of
 Education for Child and Adult Care Food
 Program Elective and Mandatory Training,
 Fresno City College

EXHIBIT: Resolution No. 2014.18

Background:

The California Professional Nutrition Education and Training (Cal-Pro-NET) Center at Fresno City College develops and provides specialized instructional programs for child and adult nutrition personnel at the production, supervisory, and administrative levels. Funding from the California Department of Education, Nutrition Services Division, will be used to provide training opportunities and educational resources to child care and adult day care centers, day care home sponsoring agencies, emergency shelters, and at-risk afterschool agencies participating in the Child and Adult Care Food Program (CACFP) courses. This agreement is for the period September 1, 2014, through June 30, 2015, with funding in the amount of \$510,825.97.

Recommendation:

It is recommended that the Board of Trustees:

- a) adopt Resolution No. 2014.18 authorizing the agreement between California Department of Education Nutrition Services Division and the District, on behalf of the Fresno City College Cal-Pro-NET Center, for training opportunities and educational resources for the period September 1, 2014, through June 30, 2015, with funding in the amount of \$510,825.97;
- b) authorize renewal of the agreement with similar terms and conditions; and
- c) authorize the Interim Chancellor or Vice Chancellor of Finance and Administration to sign the agreement on behalf of the District.

**STATE CENTER COMMUNITY COLLEGE DISTRICT
FRESNO COUNTY, CALIFORNIA**

RESOLUTION NO. 2014.18

**AUTHORIZING AGREEMENT WITH CALIFORNIA DEPARTMENT OF
EDUCATION FOR A CHILD AND ADULT CARE FOOD PROGRAM ELECTIVE AND
MANDATORY TRAINING, FRESNO CITY COLLEGE**

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

WHEREAS, the California Department of Education, Nutrition Services Division, is providing funding for training opportunities and educational resources to child care and adult day care centers, day care home sponsoring agencies, emergency shelters, and at-risk afterschool agencies participating in the Child and Adult Care Food Program (CACFP);

WHEREAS, this agreement is for the period of September 1, 2014, through June 30, 2015, with funding in the amount of \$510,825.97;

NOW, THEREFORE, BE IT RESOLVED, the Board of Trustees adopt Resolution No. 2014.18 authoring the District, on behalf of Fresno City College, to enter into an agreement with the California Department of Education Nutrition Services Division and the District for elective and mandatory training for the period of September 1, 2014 through June 30, 2015, with funding in the amount of \$510,825.97; and

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

BE IT FURTHER RESOLVED, the Board of Trustees authorizes the Interim Chancellor or Vice Chancellor of Finance and Administration to sign the agreement on behalf of the District.

PASSED AND ADOPTED on this 5th day of August 2014, by the following vote:

AYES: _____ NOES: _____ ABSENT: _____ ABSTAIN: _____

Board of Trustees Secretary
State Center Community College District

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

PRESENTED TO BOARD OF TRUSTEES

DATE: August 5, 2014

SUBJECT: Consideration to Adopt Resolution
Authorizing Agreement with California
Department of Education for Healthy and
Active Preschoolers Website, Fresno
City College

ITEM NO. 14-65G

EXHIBIT: Resolution No. 2014.19

Background:

The California Professional Nutrition Education and Training (Cal-Pro-NET) Center at Fresno City College in collaboration with the California Department of Education (CDE) Nutrition Services Division (NSD) developed Healthy and Active Preschoolers, a web-based nutrition learning center. Funding from NSD will be used to continue the maintenance of the website content and tracking of website activity, promote the site at child care conferences and meetings, and develop and translate into Spanish twenty-one nutrition and /or physical activity tip sheets. This agreement is for the period September 1, 2014, through June 30, 2015, with funding in the amount of \$83,031.68.

Recommendation:

It is recommended that the Board of Trustees:

- a) adopt Resolution No. 2014.19 authorizing the agreement between the California Department of Education Nutrition Services Division and the District, on behalf of the Fresno City College Cal-Pro-NET Center, for the continued maintenance and promotion of the Healthy and Active Preschoolers website. Online training is scheduled for the period September 1, 2014, through June 30, 2015, with funding in the amount of \$83,031.68;
- b) authorize renewal of the agreement with similar terms and conditions; and
- c) authorize the Interim Chancellor or Vice Chancellor of Finance and Administration to sign the agreement on behalf of the District.

**STATE CENTER COMMUNITY COLLEGE DISTRICT
FRESNO COUNTY, CALIFORNIA**

RESOLUTION NO. 2014.19

**AUTHORIZING AGREEMENT WITH CALIFORNIA DEPARTMENT OF
EDUCATION FOR HEALTHY AND ACTIVE PRESCHOOLERS WEBSITE,
FRESNO CITY COLLEGE**

WHEREAS, the California Department of Education, Nutrition Services Division, is providing funding for the continued maintenance of the website content and tracking of website activity, promote the site at child care conferences and meetings, and develop and translate into Spanish twenty-one nutrition and/or physical activity tip sheets;

WHEREAS, this agreement is for the period of September 1, 2014 through June 30, 2015, with funding in the amount of \$83,031.68;

NOW, THEREFORE, BE IT RESOLVED, the Board of Trustees adopt Resolution No. 2014.19 authoring the district, on behalf of Fresno City College, to enter into an agreement with the California Department of Education Nutrition Services Division and the District for the Healthy and Active Preschoolers website for the period of September 1, 2014 through June 30, 2015, with funding in the amount of \$83,031.68; and

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

BE IT FURTHER RESOLVED, the Board of Trustees authorizes the Interim Chancellor or Vice Chancellor of Finance and Administration to sign the agreement on behalf of the District.

PASSED AND ADOPTED on this 5th day of August 2014, by the following vote:

AYES: _____ NOES: _____ ABSENT: _____ ABSTAIN: _____

Board of Trustees Secretary
State Center Community College District

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

PRESENTED TO BOARD OF TRUSTEES

DATE: August 5, 2014

SUBJECT: Consideration to Adopt Resolution Authorizing ITEM NO. 14-66G
 Agreement #1 with Office of Statewide Health
 Planning and Development for Nursing
 Education, Fresno City College

EXHIBIT: Resolution 2014.20

Background:

The District, on behalf of Fresno City College, is requesting authorization to enter into an agreement with the Office of Statewide Health Planning and Development (OSHPD) for funding to supplement the Associate Degree Nursing Program. Funding from OSHPD will be used to partner with the California Institute for Nursing and Health Care (CINHC) and community healthcare partners to provide transition to practice programs for 16 newly graduated and licensed registered nurses to increase their skills and competencies, and thereby improve their employ-ability. The agreement is for the period July 1, 2014, through August 15, 2016, with funding in the amount of \$103,500 (FY 2014-2015 - \$51,750 and FY 2015-2016 - \$51,750).

Recommendation:

It is recommended that the Board of Trustees:

- a) adopt Resolution No. 2014.20 authorizing the District, on behalf of Fresno City College, to enter into an agreement with the Office of Statewide Health Planning and Development for funding to supplement the Associate Degree Nursing Program for the period July 1, 2014, through August 15, 2016, with funding in the amount of \$103,500;
- b) authorize renewal of the agreement with similar terms and conditions; and
- c) authorize the Interim Chancellor or Vice Chancellor of Finance and Administration to sign the agreement on behalf of the District.

**STATE CENTER COMMUNITY COLLEGE DISTRICT
FRESNO COUNTY, CALIFORNIA**

RESOLUTION NO. 2014.20

**AUTHORIZING AGREEMENT #1 WITH OFFICE OF STATEWIDE HEALTH
PLANNING AND DEVELOPMENT FOR NURSING EDUCATION,
FRESNO CITY COLLEGE**

WHEREAS, the Office of Statewide Health Planning and Development (OSHPD) is providing funding to supplement the associate degree nursing program at Fresno City College;

WHEREAS, funding from the OSHPD will be used to partner with the California Institute for Nursing and Health Care (CINHC) and community healthcare partners to provide transition to practice programs for 16 newly graduated and licensed registered nurses to increase their skills and competencies;

WHEREAS, this agreement is for the period of July 1, 2014, through August 15, 2016, with funding in the amount of \$103,500;

NOW, THEREFORE, BE IT RESOLVED, the Board of Trustees adopt Resolution No. 2014.20 authoring the District, on behalf of Fresno City College, to enter into an agreement with the Office of Statewide Health Planning and Development for funding to supplement the associate degree nursing program for the period July 1, 2014, through August 15, 2016, with funding in the amount of \$103,500; and

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

BE IT FURTHER RESOLVED, the Board of Trustees authorizes the Interim Chancellor or Vice Chancellor of Finance and Administration to sign the agreement on behalf of the District.

PASSED AND ADOPTED on this 5th day of August 2014, by the following vote:

AYES: _____ NOES: _____ ABSENT: _____ ABSTAIN: _____

Board of Trustees Secretary
State Center Community College District

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

PRESENTED TO BOARD OF TRUSTEES

DATE: August 5, 2014

SUBJECT: Consideration to Adopt Resolution Authorizing ITEM NO. 14-67G
 Agreement #2 with Office of Statewide Health
 Planning and Development for Nursing
 Education, Fresno City College

EXHIBIT: Resolution P q02014.21

Background:

The District, on behalf of Fresno City College, is requesting authorization to enter into an agreement with the Office of Statewide Health Planning and Development (OSHPD) for funding to supplement the associate degree nursing program. Funding from OSHPD will be used to support instructional and administrative costs of the Associate Degree Nursing Program and will allow an additional seven students to enroll in the two-year program starting with the fall semester. The agreement is for the period July 1, 2014, through August 15, 2016, with funding in the amount of \$140,000 (FY 2014-15 - \$70,000 and FY 2015-16 - \$70,000).

Recommendation:

It is recommended that the Board of Trustees:

- a) adopt Resolution No. 2014.21 authorizing the District, on behalf of Fresno City College, to enter into an agreement with the Office of Statewide Health Planning and Development for funding to supplement the Associate Degree Nursing Program for the period July 1, 2014, through August 15, 2016, with funding in the amount of \$140,000;
- b) authorize renewal of the agreement with similar terms and conditions; and
- c) authorize the Interim Chancellor or Vice Chancellor of Finance and Administration to sign the agreement on behalf of the District.

**STATE CENTER COMMUNITY COLLEGE DISTRICT
FRESNO COUNTY, CALIFORNIA**

RESOLUTION NO. 2014.21

**AUTHORIZING AGREEMENT #2 WITH OFFICE OF STATEWIDE HEALTH
PLANNING AND DEVELOPMENT FOR NURSING EDUCATION,
FRESNO CITY COLLEGE**

WHEREAS, the Office of Statewide Health Planning and Development (OSHPD) is providing funding to supplement the associate degree nursing program at Fresno City College;

WHEREAS, funding from the OSHPD will be used to support instructional and administrative costs of the associated degree nursing program and will allow an additional seven students to enroll in the two-year program starting with the fall semester;

WHEREAS, this agreement is for the period of July 1, 2014, through August 15, 2016, with funding in the amount of \$140,000;

NOW, THEREFORE, BE IT RESOLVED, the Board of Trustees adopt Resolution No. 2014.21 authoring the District, on behalf of Fresno City College, to enter into an agreement with the Office of Statewide Health Planning and Development for funding to supplement the associate degree nursing program for the period July 1, 2014, through August 15, 2016, with funding in the amount of \$140,000; and

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

BE IT FURTHER RESOLVED, the Board of Trustees authorizes the Interim Chancellor or Vice Chancellor of Finance and Administration to sign the agreement on behalf of the District.

PASSED AND ADOPTED on this 5th day of August 2014, by the following vote:

AYES: _____ NOES: _____ ABSENT: _____ ABSTAIN: _____

Board of Trustees Secretary
State Center Community College District

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

PRESENTED TO BOARD OF TRUSTEES

DATE: August 5, 2014

SUBJECT: Consideration to Adopt Resolution Authorizing ITEM NO. 14-68G
 Agreement with Commission on Peace Officer
 Standards and Training, Fresno City College

EXHIBIT: Resolution No. 2014.22

Background:

The District, on behalf of Fresno City College, is requesting to enter into a renewal agreement with the Commission on Peace Officer Standards and Training (POST). Funding from POST will provide the continuation of the Robert Presley Institute of Criminal Investigations (ICI) course training presentations (auto theft, gang, and major narcotics) conducted by the Fresno City College Police Academy. The agreement is for the period July 1, 2014, through June 30, 2015, with funding in an amount not to exceed \$491,882.

Recommendation:

It is recommended that the Board of Trustees:

- a) adopt Resolution No. 2014.22 authorizing the District, on behalf of Fresno City College, to enter into an agreement with the Commission on Peace Officer Standards and Training (POST) for the Robert Presley Institute of Criminal Investigations (ICI) course training presentations to be conducted by the Fresno City College Police Academy for the period July 1, 2014, through June 30, 2015, with funding in an amount not to exceed \$491,882;
- b) authorize renewal of the agreement with similar terms and conditions; and
- c) authorize the Interim Chancellor, or Vice Chancellor of Finance and Administration to sign the agreement on behalf of the District.

**STATE CENTER COMMUNITY COLLEGE DISTRICT
FRESNO COUNTY, CALIFORNIA**

RESOLUTION NO. 2014.22

**AUTHORIZING AGREEMENT WITH COMMISSION ON PEACE OFFICER
STANDARDS AND TRAINING, FRESNO CITY COLLEGE**

WHEREAS, the Commission on Peace Officer Standards and Training (POST) will provide funding for the continuation of the Robert Presley Institute of Criminal Investigations (ICI) course training presentations;

WHEREAS, POST funding will provide training presentations in auto theft, gang, and major narcotics conducted by the Fresno City College Police Academy;

WHEREAS, this agreement is for the period of July 1, 2014, through June 30, 2015, with funding in an amount not to exceed \$491,882;

NOW, THEREFORE, BE IT RESOLVED, the Board of Trustees adopt Resolution No. 2014.22 authoring the District, on behalf of Fresno City College, to enter into an agreement with the Commission on Peace Officer Standards and Training (POST) for the period July 1, 2014, through June 30, 2015, with funding in an amount not to exceed \$491,882; and

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

BE IT FURTHER RESOLVED, the Board of Trustees authorizes the Interim Chancellor or Vice Chancellor of Finance and Administration to sign the agreement on behalf of the District.

PASSED AND ADOPTED on this 5th day of August 2014, by the following vote:

AYES: _____ NOES: _____ ABSENT: _____ ABSTAIN: _____

Board of Trustees Secretary
State Center Community College District

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

PRESENTED TO BOARD OF TRUSTEES

DATE: August 5, 2014

SUBJECT: Consideration to Authorize Agreement with
Fresno Regional Workforce Investment Board
for Fresno County Foster Bridge Program,
Fresno City College

ITEM NO. 14-69G

EXHIBIT: None

Background:

Fresno City College has been awarded an agreement renewal for the Fresno County Foster Bridge Program from the Fresno Regional Workforce Investment Board. The Foster Bridge Program is a collaboration between Fresno City College, the Department of Social Services, the Walter S. Johnson Foundation, and the Fresno Regional Workforce Investment Board. Funding will provide counseling services for foster and probation youth. The agreement is for the period July 1, 2014, through June 30, 2015, with funding in the amount of \$113,644.

Recommendation:

It is recommended that the Board of Trustees:

- a) authorize the District, on behalf of Fresno City College, to enter into an agreement with the Fresno Regional Workforce Investment Board for the Fresno County Foster Bridge Program for the period July 1, 2014, through June 30, 2015, with funding in the amount of \$113,644;
- b) authorize renewal of the agreement with similar terms and conditions; and
- c) authorize the Interim 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: August 5, 2014

SUBJECT: Consideration to Authorize Agreement for
Construction of the 2014-2015 Project House,
Fresno City College

ITEM NO. 14-70G

EXHIBIT: None

Background:

Fresno City College requests to enter into an agreement with Bryan Anderson for the construction of the 2014-2015 project house. This instructional construction program was previously operated through the Clovis Community Development Agency, which was dissolved by the state via Assembly Bill X1 26, and then directly with the City of Clovis for the 2012-2013 academic year.

In June 2014, administration released Request for Proposal #1415-05 to request partnership proposals for the construction of a project house. The RFP was advertised locally and local builders and contractors were contacted to request responses to the partnership proposal. A single response was received from Bryan Anderson. Mr. Anderson is a local licensed tile contractor/designer with experience in construction and with the construction program at Fresno City College.

The terms and conditions of the proposed agreement require Mr. Anderson to make available a parcel of land and the funding necessary for the construction of the project house. The Fresno City College construction program provides all administration, labor, and instruction for completion of the project house. The 2014-2015 project house will be located at 1545 4th Street, Clovis, California 93612, and shall consist of a single-family residence. The project will commence in the fall term and will be completed by the end of the 2014-2015 academic year.

Recommendation:

It is recommended the Board of Trustees:

- a) authorize an agreement with Bryan Anderson for the construction of the 2014-2015 project house located at 1545 4th Street, Clovis, California 93612, with permits and materials to be funded by Mr. Anderson; and
- b) authorize the Interim 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: August 5, 2014

SUBJECT: Consideration to Authorize Sale of
Surplus Property, Reedley College

ITEM NO. 14-71G

EXHIBIT: List of Surplus Property

Background:

The District has accumulated obsolete property that is considered surplus and requires disposal. According to District policy, the administration requests Board authority to dispose of surplus items by auction. As in the past, per the direction of the Board of Trustees, obsolete equipment/property not sold will be made available to non-profit agencies in Fresno County.

Recommendation:

It is recommended the Board of Trustees authorize sale of surplus property.

Quantity	Item
	<u>Reedley College</u>
1	Flammable Cabinet
3	Metal Bookcase
1	Physic Collision Balls
1	OTC monitor scanner with CRT & printer in cabinet
1	All test brainmaster OBDI tester
2	Recycling receptacles
1	Plant container
1	Fan inverter teaching unit
3	Pallets Misc. items from AERO department
1	Wood shelving unit
1	Pallet from Maintenance department
6	Tables
2	Pallets Misc. items from Life Science department
4	Damaged couches from Residence Hall
15	Pallets Misc. items from Computer Services
4	Evaporative Coolers
1	Pallet Misc. items from Machine Shop
2	Pallets of obsolete equipment from Building Services
	<u>Madera Center</u>
4	Refrigerators
21	Chairs (cushioned)
2	Folding chairs
3	Television monitor stands
2	Drawer attachment, desk
1	Overhead storage attachment, desk
1	Small wooden table
8	Wood shelving units
3	Metal flammable cabinets
1	Metal file cabinet attachment
3	Metal cabinets
1	Metal file cabinet
2	Metal shelving units
6	Grey mats
1	Box, misc. chair accessories
3	Metal desks
1	Coin mechanism
8	Projector screens
5	Wooden bookshelves
1	Box misc. electronics

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

PRESENTED TO BOARD OF TRUSTEES

DATE: August 5, 2014

SUBJECT: Consideration of Claim, Sean Stevens

ITEM NO. 14-72G

EXHIBIT: None

Background:

The District is in receipt of a claim submitted by Sean Stevens and the Board is being asked to take action in accordance with Government Code section 900 *et seq.* The Board must reject the claim when there is a question of district liability and the amount of the claim is disputed. The claim has been submitted to the Valley Insurance Program Joint Powers Agency (VIPJPA) 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 Sean Stevens and direct the Interim 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: August 5, 2014

SUBJECT: Consideration of Claim, Cheryl Harbottle

ITEM NO. 14-73G

EXHIBIT: None

Background:

The District is in receipt of a claim submitted by Cheryl Harbottle and the Board is being asked to take action in accordance with Government Code section 900 *et seq.* The Board must reject the claim when there is a question of district liability and the amount of the claim is disputed. The claim has been submitted to the Valley Insurance Program Joint Powers Agency (VIPJPA) 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 Interim 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: July 3, 2014

SUBJECT: Consideration to Approve District
Memberships in Educational Organizations

ITEM NO. 14-74G

EXHIBIT: None

Background:

The District has received the 2014-2015 dues invoices for institutional memberships in the Association of Community College Trustees (ACCT) and Community College League of California (CCLC), as shown below:

<u>Membership</u>	<u>2014-2015 Dues</u>	<u>Increase Over Previous Year</u>
ACCT	\$ 7,415.00	\$ 216.00
CCLC	33,293.00	1,259.00

Recommendation:

It is recommended the Board of Trustees approve membership in the organizations listed for the 2014-2015 fiscal year.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: August 5, 2014

SUBJECT: Consideration to Adopt the Revised 2015 and
2016 Summer Session Instructional Calendars

ITEM NO. 14-75G

EXHIBIT: Proposed Revised 2015 and 2016 Summer Session Instructional Calendar

Background:

As part of our ongoing enrollment growth strategy, the colleges are continuing a four week summer session for 2015 and 2016 that is scheduled to start immediately after the spring semester ends. In order to avoid overlapping the four week and six week summer sessions and to provide students with the option of enrolling in both summer sessions, we are recommending changing the start date of the six week summer sessions.

This revision provides continuing students an opportunity to complete their educational plan sooner, allows opportunities for our high school seniors to get an early start on their academic pursuits that align with the Student Success Initiative, and provides access to impacted courses during primary terms. Additionally, these date changes increase opportunities for the District to increased Full Time Equivalent Students (FTES) and meet enrollment targets.

The Board previously adopted the 2015 and 2016 summer session instructional calendars on October 10, 2013.

Recommendation:

It is recommended that the Board of Trustees adopt the revised 2015 and 2016 summer session instructional calendars for Fresno City College, Reedley College/Madera and Oakhurst Centers, and the Clovis Community College Center/Clovis Community College Center Herndon Campus.



Instructional Calendar 2014-2015

FRESNO CITY COLLEGE • REEDLEY COLLEGE • CLOVIS COMMUNITY COLLEGE CENTER

Fall 2014 Semester

August 7	(Th)	Faculty duty day [no classes held]
August 8	(F)	Flex Day
August 11	(M)	Instruction begins
September 1	(M)	Labor Day
November 11	(T)	Veterans Day
November 27 & 28	(Th, F)	Thanksgiving holidays
December 12	(F)	End of fall semester

Break: December 15, 2014 – January 7, 2015

Spring 2015 Semester

January 8	(Th)	Faculty duty day [no classes held]
January 9	(F)	Flex Day
January 12	(M)	Instruction begins
January 19	(M)	Martin Luther King, Jr. Day observance
February 13	(F)	Lincoln Day observance
February 16	(M)	Washington Day observance
March 30 – April 3	(M-F)	Spring recess [classes reconvene April 6]
May 22	(F)	End of spring semester/commencement



Instructional Calendar

FRESNO CITY COLLEGE • REEDLEY COLLEGE • CLOVIS COMMUNITY COLLEGE CENTER

Summer Session 2015

May 25	(M)	Memorial Day
May 26	(T)	Start of 4-week* and 10-week session
June 1	(M)	Start of 4-week* and 10-week sessions
June 8	(M)	Start of 8-week sessions
June 15	(M)	Start of 8-week sessions
June 19	(F)	End of 4-week session*
June 22	(M)	Start of 6-week
June 26	(F)	End of 4-week session*
July 3	(F)	Independence Day
July 31	(F)	End of 6, 8, and 10 week sessions
August 7	(F)	End of 8-week session

**Tentative dates for a four week summer session.*



Classified and Management * Holiday Calendar 2014-2015

July 4, 2014	(F)	Independence Day
September 1, 2014	(M)	Labor Day
November 27, 2014	(Th)	Thanksgiving Day
November 28, 2014*	(F)	In lieu holiday
December 25, 2014	(Th)	Christmas
December 26, 29 and 30, 2014**	(F, M, T)	Negotiated holidays
December 31, 2014*	(W)	In lieu holiday
January 1, 2015	(Th)	New Year's Day
January 19, 2015	(M)	Martin Luther King, Jr. Day
February 13, 2015	(F)	Lincoln Day
February 16, 2015	(M)	Washington Day
April 3, 2015**	(F)	Spring holiday
May 25, 2015	(M)	Memorial Day

Total: 15 holidays

* In lieu holidays per California Education Code Sections 88205, 88205.5 (Veterans Day and Admission Day).

** New probationary employees who are part of the Classified Bargaining Unit are not entitled to negotiated holidays per contract (with the exception of police officers who are eligible beginning with the seventh month of employment).



Instructional Calendar 2015-2016

FRESNO CITY COLLEGE • REEDLEY COLLEGE • CLOVIS COMMUNITY COLLEGE CENTER

Fall 2015 Semester

August 13	(Th)	Faculty duty day [no classes held]
August 14	(F)	Flex Day
August 17	(M)	Instruction begins
September 7	(M)	Labor Day
November 11	(W)	Veterans Day
November 26 & 27	(Th, F)	Thanksgiving holidays
December 18	(F)	End of fall semester

Break: December 21, 2015 – January 6, 2016

Spring 2016 Semester

January 7	(Th)	Faculty duty day [no classes held]
January 8	(F)	Flex Day
January 11	(M)	Instruction begins
January 18	(M)	Martin Luther King, Jr. Day observance
February 12	(F)	Lincoln Day observance
February 15	(M)	Washington Day observance
March 21 – 25	(M-F)	Spring recess [classes reconvene March 28]
May 20	(F)	End of spring semester/commencement



Instructional Calendar

FRESNO CITY COLLEGE • REEDLEY COLLEGE • CLOVIS COMMUNITY COLLEGE CENTER

Summer Session 2016

May 30	(M)	Memorial Day
May 23	(M)	Start of 4-week and 10-week sessions
May 31	(T)	Start of 4-week* and 10-week sessions
June 6	(M)	Start of 8-week sessions
June 13	(M)	Start of 8-week sessions
June 17	(F)	End of 4-week session
June 20	(M)	Start of 6-week
June 24	(F)	End of 4-week session*
July 4	(M)	Independence Day
July 29	(F)	End of 6, 8, and 10 week sessions
August 5	(F)	End of 8- and 10-week sessions

**Tentative dates for a four week summer session.*



Classified and Management * Holiday Calendar 2015-2016

July 3, 2015	(F)	Independence Day
September 7, 2015	(M)	Labor Day
November 26, 2015	(Th)	Thanksgiving Day
November 27, 2015*	(F)	In lieu holiday
December 25, 2015	(F)	Christmas
December 28, 29 and 30, 2015**	(M, T, W)	Negotiated holidays
December 31, 2015*	(Th)	In lieu holiday
January 1, 2016	(F)	New Year's Day
January 18, 2016	(M)	Martin Luther King, Jr. Day
February 12, 2016	(F)	Lincoln Day
February 15, 2016	(M)	Washington Day
March 25, 2016**	(F)	Spring holiday
May 30, 2016	(M)	Memorial Day

Total: 15 holidays

* In lieu holidays per California Education Code Sections 88205, 88205.5 (Veterans Day and Admission Day).

** New probationary employees who are part of the Classified Bargaining Unit are not entitled to negotiated holidays per contract (with the exception of police officers who are eligible beginning with the seventh month of employment).

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

PRESENTED TO BOARD OF TRUSTEES

DATE: August 5, 2014

SUBJECT: Consideration to Authorize Agreement
with West Hills Community College
District for Career Advancement Academy
Programs, Districtwide

ITEM NO. 14-76G

EXHIBIT: None

Background:

The District has been awarded a renewal agreement with West Hills Community College District as the fiscal agent for the Career Advancement Academy Programs (CAA). Funding from the California Community Colleges Chancellor's Office will assist undereducated and underemployed youth and young adults by providing opportunities to obtain career technical training skills and increase their performance levels in reading, writing and mathematics. The agreement is for the period July 1, 2014, through June 30, 2015, with funding in the amount of \$266,800 (\$66,700 per site: Fresno City College, Reedley College, Clovis Community College Center, and Madera Center).

Recommendation:

It is recommended that the Board of Trustees:

- a) authorize the District to enter into a renewal agreement with West Hills Community College District for a Career Advancement Academy Program to provide resources for the undereducated and underemployed youth and young adults by providing opportunities to obtain career technical training skills and increase their performance levels in reading, writing and mathematics. The agreement is for the period July 1, 2014, through June 30, 2015, with funding in the amount of \$266,800;
- b) authorize renewal of the agreement with similar terms and conditions; and
- c) authorize the Interim 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: August 5, 2014

SUBJECT: Presentation of Proposed Revised Board
Policy 2735, "Board Member Travel"

ITEM NO. 14-71

EXHIBIT: Redline version of proposed revised Board Policy 2735, "Board Member Travel"

Background:

Board Policy 2735, "Board Member Travel" governs travel and reimbursement for members of the Board when they travel as representatives of the Board. The current Board Policy 2735 consists of the single line, "Members of the Board shall have travel expenses paid whenever they travel as representative and perform services directed by the Board." This proposed revision expands the policy to allow the Board to collectively identify and approve those travel opportunities in which its members will participate.

The language of the current policy is retained in the first paragraph. The proposed second paragraph provides that the Board will identify and approve reimbursement for those conferences which its members will attend in the upcoming year at its December organizational meeting. It also establishes a procedure for the Chancellor and Board President to approve additional Board member travel that may be necessary throughout the year but was not anticipated in the December organizational meeting. The third paragraph permits District reimbursement of Board member travel for participation in state and national community college organizations as board or committee members of those organizations, when such travel is not paid by the organization. The fourth paragraph provides for Chancellor's office assistance in arranging travel, and that Board members must follow Board Policy and Administrative Regulation 7400, "Travel," which applies to all District personnel. The fourth paragraph is presently contained in Administrative Regulation 2735, but it is recommended that it be adopted as part of this Board Policy.

Recommendation:

No action is required at this meeting. It is recommended that the Board review and comment on the proposed revised Board Policy 2735. The Board may not act to adopt the revised policy until the following regular meeting, when it will be placed on the agenda for consideration of adoption.

Board Member Travel

Members of the Board shall have travel expenses paid whenever they travel as representatives of and perform services directed by the Board.

At its annual organizational meeting each December, the Board will select the reimbursable travel and conference opportunities that its members will attend as representatives of the Board the following year, consistent with its budget allocation for such expenses. Requests for board member travel reimbursement for events in addition to those selected at the December organizational meeting must be approved in advance by both the Chancellor and Board President. The Chancellor shall communicate the approval of a request for additional travel to all Board members.

Travel will be approved and reimbursed for members of the Board that are officers or committee members of national or state community college associations to attend conferences, meetings, or other events required by their representation of the District to those associations, to the extent that such travel is not paid for by the associations.

Board members are required to comply with Board Policies and Administrative Regulations established for District Employees, including completion of travel and conference request forms. On request, Chancellor's office staff will assist Board members with travel arrangements and the completion of appropriate forms.

See Board Policy and Administrative Regulation ~~2735~~ 7400

Reference: Education Code Section 72423

Adopted by the Governing Board: October 10, 1978; November 4, 2003

Revised: _____April 18, 1979; June 27, 1989; December 8, 1998;
September 2, 2014

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

PRESENTED TO BOARD OF TRUSTEES

DATE: August 5, 2014

SUBJECT: Presentation of Proposed Revised Board
Policy 3600, "Auxiliary Organizations"

ITEM NO. 14-72

EXHIBIT: Redline version of proposed revised Board Policy 3600, "Auxiliary Organizations"

Background:

Board Policy 3600 "Auxiliary Organizations" governs the District's establishment of the State Center Community College Foundation. The regulations of Title 5 section 59257(j) require submission of the written agreement between the Foundation and the District and the Foundation bylaws to be submitted to the State Chancellor's Office.

Board Policy 3600 already requires that the agreement comply with section 59257(j), but it does not spell out the specific requirement to submit the documents to the State Chancellor's Office. In the interest of clarity, it is advisable to revise the Board Policy to add a clause to make reference to that regulatory requirement.

Recommendation:

No action is required at this meeting. It is recommended that the Board review and comment on the proposed revised Board Policy 3600. The Board may not act to adopt the revised policy until the following regular meeting, when it will be placed on the agenda for consideration of adoption.

Auxiliary Organizations

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

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

Recognition and establishment of auxiliary organizations shall include a public hearing on the recommendation to recognize or establish an auxiliary organization; Board approval of the auxiliary organization; and approval of a written agreement between the District and the auxiliary organization describing the services, programs or functions to be performed; and submission of the written agreement and the articles of incorporation, bylaws, or other governing instrument of the auxiliary organization to the Chancellor for the California Community Colleges as required by law. All such written agreements shall comply fully with the requirements of Title 5, Section 59257(j).

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

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

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

See Administrative Regulation 3600

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

Adopted by the Governing Board: October 5, 2004