

AGENDA
BOARD OF TRUSTEES
STATE CENTER COMMUNITY COLLEGE DISTRICT
Room 11, Oakhurst Center
40241 Highway 41, Oakhurst, California
4:30 p.m., May 5, 2015

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. INTRODUCTION OF GUESTS
- IV. APPROVAL OF MINUTES: Regular Meeting of April 7, 2015
- V. PUBLIC COMMENT [see footnote]
- VI. REPORTS AND PRESENTATIONS
 - A. Apprenticeship Program Dr. John Fitzer
Dan Souza
 - B. Special Recognition of the 2014-2015 Student Trustees Ron Nishinaka
 - C. Joint District and Campus Presidents' Reports Sandra Caldwell
 - D. Madera/Oakhurst Faculty Association Report Jim Druley, MC
 - E. Classified Senate Report Corinna Lemos, RC
 - F. Oakhurst Center Update Vicki Piper
 - G. 2015-2016 Budget Update Ed Eng
- VII. REPORTS OF BOARD MEMBERS
- VIII. FUTURE AGENDA ITEMS
- IX. CONSIDERATION OF CONSENT AGENDA [15-23HR through 15-29HR]
[15-35G through 15-48G]
- X. GENERAL
 - A. Consideration to Approve Proposed 2015-2016 Lottery [15-29] Ed Eng
Decision Package

Board Agenda
May 5, 2015 (continued)

- B. Consideration to Approve Transfer of Student Credit Balances to the General Fund [15-30] Ed Eng

XI. HUMAN RESOURCES

- A. Consideration to Adopt Resolution Regarding Classified School Employee Week in the State Center Community College District [15-31] Diane Clerou
- B. Consideration to Approve the Renewal of the Limited Term Executive Director, Foundation, Position for Four Months [15-32] Diane Clerou
- C. Consideration to Approve Agreement for Executive Search Services, Fresno City College President [15-33] Diane Clerou
- D. Consideration to Appoint Interim President, Fresno City College [15-34] Diane Clerou
- E. Consideration to Appoint Interim Dean of Student Services, Clovis Community College Center [15-35] Diane Clerou
- F. Consideration to Appoint Interim Dean of Instruction, Clovis Community College Center [15-36] Diane Clerou

XII. PUBLIC COMMENT [see footnote]

XIII. CLOSED SESSION

- A. PUBLIC EMPLOYMENT, Pursuant to Government Code Section 54957
 - 1. Interim President, Fresno City College

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 of Trustees. Individuals

Board Agenda
May 5, 2015 (continued)

wishing to address the Board should fill out a request form and submit it to Vice Chancellor of Human Resources Diane Clerou or Executive Secretary to the Chancellor Nina Acosta before the beginning of the meeting.

CONSENT AGENDA
BOARD OF TRUSTEES MEETING
May 5, 2015

HUMAN RESOURCES

1. Employment, Transfer, Change of Status, Resignation, Retirement, Academic Personnel [15-23HR]
2. Employment, Promotion, Change of Status, Transfer, Resignation, Retirement, Classified Personnel [15-24HR]
3. Consideration to Approve New Position with Proposed Title of Administrative Aide, Clovis Community College Center [15-25HR]
4. Consideration to Approve New Position with Proposed Title of Student Services Specialist, Clovis Community College Center [15-26HR]
5. Consideration to Approve New Position with Proposed Title of Department Secretary, Clovis Community College Center [15-27HR]
6. Consideration to Approve Two Six-Month Limited Term Positions with Proposed Title of Painter, Districtwide [15-28HR]
7. Consideration to Approve Two Six-Month Limited Term Positions with Proposed Title of Financial Aid Assistant I, Reedley College [15-29HR]

GENERAL

8. Consideration to Adopt Resolution Affording Student Trustees the Privilege to Make and Second Motions [15-35G]
9. Review of District Warrants and Checks [15-36G]
10. Consideration to Adopt Resolution Authorizing Notice of Intent to Establish 2015-2016 Appropriations Limit (Gann) [15-37G]
11. Acknowledgement of Quarterly Financial Status Report, General Fund [15-38G]
12. Consideration to Approve Quarterly Budget Transfers and Adjustments Report [15-39G]
13. Financial Analysis of Enterprise and Special Revenue Operations [15-40G]

Consent Agenda
May 5, 2015 (continued)

14. Consideration of Bids, Re-Roof Portables 4A – 4E, Madera Center [15-41G]
15. Consideration of Bids, Remodel at AGR 1 and HUM 63/64/65, Reedley College [15-42G]
16. Consideration of Bids, Fire Alarm Panel Replacement, Reedley College [15-43G]
17. Consideration to Authorize Auction of Surplus Property, Fresno City College [15-44G]
18. Consideration to Accept Construction Project, Chiller Replacement, Health Sciences Building, Fresno City College [15-45G]
19. Consideration to Accept Construction Project, Fiber Optic Network Expansion, Fresno City College [15-46G]
20. Consideration to Authorize Memorandum of Understanding with Kings Canyon Unified School District for Reedley Middle College High School, Reedley College [15-47G]
21. Consideration to Authorize Agreement with Fresno County Sheriff's Department, Fresno City College [15-48G]

(Unapproved) MINUTES OF REGULAR MEETING OF
STATE CENTER COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
April 7, 2015

Call to Order A regular meeting of the State Center Community College District Board of Trustees was called to order by Board President Ron Nishinaka at 4:30 p.m. on April 7, 2015, in the District Office Board Room, 1525 E. Weldon Avenue, Fresno, California.

Trustees Present Ron Nishinaka, President
Richard Caglia, Vice President
John Leal, Secretary (4:35 p.m.)
Miguel Arias
Robert "Bobby" Kahn Jr.
Pat Patterson
Eric Payne (4:35 p.m.)
Garret Hale, Student Trustee, FCC
Matthew Rodriguez, Student Trustee, RC

Also present were:

Bill F. Stewart, Interim Chancellor, SCCCCD
Ed Eng, Vice Chancellor of Finance and Administration, SCCCCD
George Railey, Vice Chancellor of Educational Services and Institutional Effectiveness, SCCCCD
Sandra Caldwell, President, Reedley College
Deborah Ikeda, Campus President, Clovis Community College Center
Diane Clerou, Vice Chancellor of Human Resources, SCCCCD
Christine Miktarian, Interim Associate Vice Chancellor of Business and Operations, SCCCCD
Greg Taylor, General Counsel, SCCCCD
Lucy Ruiz, Interim Executive Director, Public and Legislative Relations, SCCCCD
Pedro Avila, Assistant to the Chancellor, Enrollment Management, Admissions, Records, and Information Services
Nina Acosta, Executive Secretary to the Chancellor, SCCCCD

President Nishinaka asked for a moment of silence in honor of FCC President Tony Cantu, who passed away over the weekend.

Approval of Minutes The minutes of the February 17, 2015, and March 3, 2015, regular meetings and the special meeting of March 3, 2015, were presented for approval.

Approval of Minutes (continued)	<p>A motion was made by Trustee Arias and seconded by Trustee Kahn to approve the minutes of the February 17, 2015, and March 3, 2015, regular meetings and the special meeting of March 3, 2015, as presented.</p> <p>The motion passed as follows:</p> <table><tr><td>Ayes</td><td>-</td><td>5</td></tr><tr><td>Noes</td><td>-</td><td>0</td></tr><tr><td>Absent</td><td>-</td><td>2 (Leal, Payne)</td></tr></table>	Ayes	-	5	Noes	-	0	Absent	-	2 (Leal, Payne)
Ayes	-	5								
Noes	-	0								
Absent	-	2 (Leal, Payne)								
Public Comment	<p>SCCC Foundation Board President Gina Cuttone addressed the Board regarding the Foundation Board’s support of extending the contract of Foundation Director Jim Meinert.</p> <p>CCCC Academic Senate President Liz Romero, FCC Academic Senate President Mary Ann Valentino, RC Academic Senate President Stephanie Curry, and SCFT President Lacy Barnes addressed the Board regarding their support of item number 15-24, “Consideration of Resolution Regarding Use of Outside Counsel.” The senate and union presidents urged the Board to pass Resolution 2015.07.</p>									
Fresno Unified School District Update	<p>Superintendent Michael Hanson provided an update on the Fresno Unified School District.</p>									
Joint District and Campus Presidents’ Reports	<p>On behalf of the entire State Center Community College District family, Reedley College President Sandra Caldwell extended deepest sympathies to family and loved ones for the passing of FCC President Tony Cantu.</p> <p>Dr. Caldwell reported on activities taking place in the District during the months of March and April.</p>									
Academic Senate Report	<p>Fresno City College Academic Senate President Mary Ann Valentino reported on several activities taking place at Fresno City College.</p>									
Classified Senate Report	<p>Fresno City College Classified Senate President Susi Nitzel reported on several classified employee activities at Fresno City College.</p>									
Reports of Board Members	<p>RC Student Trustee Matthew Rodriguez reported on student activities taking place during the month of February at Reedley College.</p> <p>FCC Student Trustee Garrett Hale reported on student activities</p>									

Reports of Board Members
(continued)

taking place during the month of February at Fresno City College.

Trustees Arias, Kahn, Payne, Caglia, Leal and Nishinaka expressed their sorrow for the loss of President Cantu. President's Cantu's legacy of service with the District and in the community will always be remembered.

Trustee Nishinaka and Kahn reported on several events they attended throughout the months of March and April.

Future Agenda Items

Pat Patterson requested a review of legal services provided by and through the District. John Leal requested a presentation regarding the activities of the classified professionals organization.

Consideration of Consent Agenda Action

President Nishinaka announced that the exhibit for item 15-19HR was amended. Trustee Arias requested to pull item 15-21HR for discussion.

It was moved by Trustee Kahn and seconded by Trustee Leal that the Board of Trustees approve consent agenda items 15-19HR, 15-20HR, 15-22HR and 15-26G through 15-34G, as amended. The motion passed without dissent.

Trustee Arias requested an update and briefing from the Foundation, prior to considering the extension of the contract. Since the Board will be receiving an update from the Foundation at the upcoming board retreat, he recommended the Board consider this item at the May 5, 2015, board meeting.

It was moved by Trustee Arias and seconded by Trustee Patterson to table item 15-21HR until the May 5, 2015, board meeting. The roll call vote was as follows:

	YES	NO	Absent
Miguel Arias	X		
Richard Caglia		X	
Bobby Kahn		X	
John Leal	X		
Pat Patterson	X		
Eric Payne	X		
Ron Nishinaka		X	

Employment, Change of Status, Resignation, Retirement, Academic Personnel [15-19HR]
Action

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

Employment, Promotion, Change of Status, Transfer, Leave of Absence, Resignation, Retirement, Classified Personnel [15-20HR]
Action

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

Consideration to Approve Four-Month Extension of Limited Term Executive Director, Foundation Position [15-21HR]
Action

Item to approve a four-month extension of the limited term Executive Director, Foundation, position through August 31, 2015, was tabled until the May 5, 2015, board meeting

Consideration to Approve Six-Month Extension of Limited Term Programmer Position, District Office [15-22HR]
Action

Approve a six-month extension of the limited term Programmer position in the District's Information Systems Department

Review of District
Warrants and Checks
[15-26G]
Action

Review and approve the warrants register for the following accounts:

<u>Account:</u>	<u>Amount:</u>	<u>For the Period:</u>
District	\$15,131,307.73	02/10/15 to 03/16/15
Fresno City College Bookstore	298,835.72	02/11/15 to 03/17/15
Reedley College Bookstore	167,761.16	02/11/15 to 03/17/15
Fresno City College Co- Curricular	81,875.95	02/10/15 to 03/16/15
Reedley College Co-Curricular	100,259.12	02/10/15 to 03/13/15
Total:	<u>\$ 15,780,039.68</u>	

Consideration to
Authorize Agreement
with Humboldt State
University for
Forestry and Natural
Resources Grant,
Reedley College
[15-27G]
Action

- a) Authorize the District, on behalf of Reedley College, to enter into a sub recipient agreement with Humboldt State University for the period September 1, 2014, through August 31, 2018, with funding in the amount of \$175,500;
- 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

Consideration of Bids,
Underground Hot
Water Loop Repairs,
Fresno City College
[15-28G]
Action

Award Bid #1415-15 in the amount of \$123,623 to Lawson Mechanical Contractors, the lowest responsible bidder for the Underground Hot Water Loop Repairs, Fresno City College; and authorize the Interim Chancellor or Vice Chancellor of Finance and Administration to sign an agreement on behalf of the District

Consideration of Bids,
ADA Improvements,
Clovis Community
College Center –
Herndon Campus
[15-29G]
Action

Award Bid #1415-24 in the amount of \$121,521 to Davis Moreno Construction, Inc., the lowest responsible bidder for the ADA Improvements, Clovis Community College Center – Herndon Campus; and authorize the Interim Chancellor or Vice Chancellor of Finance and Administration to sign an agreement on behalf of the District

Consideration to
Accept Construction
Project, CalWORKs
Office Remodel, T200
Building, Fresno City
College
[15-30G]
Action

- a) Accept the project for CalWORKs Office Remodel, T200 Building, Fresno City College; and
- b) Authorize the Interim Chancellor or his designee to file a Notice of Completion with the County Recorder

Consideration to
Adopt Resolution
Authorizing Vendor
Relationship with
Central Valley
Regional Center,
Fresno City College
[15-31G]
Action

- a) Adopt Resolution 2015.06 authorizing the District, on behalf of Fresno City College, to become a Central Valley Regional Center vendor;
- b) Authorize future annual renewal of the agreement with similar terms and conditions; and
- c) Authorize the Interim Chancellor or Vice Chancellor of Finance and Administration to sign an agreement on behalf of the District

Consideration to
Approve Study
Abroad Program,
Costa Rica, Summer
2016
[15-32G]
Action

Approve the offering of the Summer 2016 Study Abroad Program in Costa Rica and approve Gretchen Esaki and Gretchen Nelson as instructors for this program

Consideration to
Approve Study
Abroad Program,
Republic of Cuba,
Summer 2016
[15-33G]
Action

Approve the offering of the Summer 2016 Study Abroad Program to the Republic of Cuba and approve Vikki Piper and Frank Yancey as instructors for this program

Consideration to
Approve Out-of-State
Student Travel for
IHSA Equestrian
Competition, Reedley
College
[15-34G]
Action

Approve out-of-state travel for five students to attend the Junior College Nationals in Canyon, Texas, from April 16-19, 2015, with the understanding that the trip will be financed without requiring expenditures of college or district funds

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

California Community College Trustees 2015 Ballot for Board of Directors [15-17] Action

The Board of Trustees authorized the Board Secretary to cast a ballot for up to seven individuals from the list of candidates for the California Community College Trustees 2015 Board of Directors election.

Consideration of Bids, Replacement of Chilled Water Pump and Boiler, Utility Building, Reedley College [15-18] Action

A motion was made by Trustee Caglia and seconded by Trustee Arias that the Board of Trustees award Bid #1415-17 in the amount of \$227,400 to American Incorporated, the lowest responsible bidder for the Replacement of Chilled Water Pump and Boiler, Utility Building, 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 without dissent.

Consideration of Bids, Parking and Concrete Improvements, Madera Center and Oakhurst Center [15-19] Action

A motion was made by Trustee Caglia and seconded by Trustee Kahn that the Board of Trustees award Bid 1415-18 in the amount of \$248,700 to Serna Construction, Inc., the lowest responsible bidder for the Parking and Concrete Improvements, Madera Center and Oakhurst Center; and authorize the Interim Chancellor or Vice Chancellor of Finance and Administration to sign an agreement on behalf of the District. The motion passed without dissent.

Consideration of Bids, Parking Improvements, Fresno City College and Clovis Community College Center [15-20] Action

A motion was made by Trustee Caglia and seconded by Trustee Payne that the Board of Trustees award Bid 1415-19 in the amount of \$217,500 to Central Valley Asphalt, the lowest responsible bidder for the Parking Improvements, Fresno City College and Clovis Community College Center; 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 -
Absent - 1 (Patterson)

Consideration of Bids,
Concrete
Improvements, Gym
Entrance, Fresno City
College
[15-21]
Action

A motion was made by Trustee Leal and seconded by Trustee Arias that the Board of Trustees award Bid #1415-20 in the amount of \$388,400 to Todd Companies, the lowest responsible bidder for the Concrete Improvements, Gym Entrance, Fresno City 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 without dissent.

Consideration of Bids,
Reroof Utility
Building, Weight
Room at Gym, and
Racquetball Courts,
Reedley College
[15-22]
Action

A motion was made by Trustee Caglia and seconded by Trustee Arias that the Board of Trustees award Bid #1415-21 in the amount of \$330,783 to Fresno Roofing Company, Inc., the lowest responsible bidder for the Reroof Project 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 without dissent.

Consideration of Bids,
Exterior Lighting
Retrofit, Phase 2,
Districtwide
[15-23]
Action

A motion was made by Trustee Leal and seconded by Trustee Payne that the Board of Trustees award Bid #1415-28 in the amount of \$191,448 to Contra Costa Electric, Inc., the lowest responsible bidder for the Exterior Lighting Retrofit, Phase 2, Districtwide; and authorize the Interim Chancellor or Vice Chancellor of Finance and Administration to sign an agreement on behalf of the District. The motion passed without dissent.

Consideration of
Resolution Regarding
Use of Outside
Counsel
[15-24]
Action

Dr. Jack Lipton of the law firm Burke, Williams and Sorensen addressed the Board and stated his objection regarding the Board's consideration to approve Resolution 2015.07

General Counsel Greg Taylor presented item 15-24 and recommended that the Board of Trustees pass Resolution 2015.07.

A motion was made by Trustee Arias and seconded by Trustee Leal to approve the resolution and direct the Chancellor to conduct a complete review and report of the District's legal business practices, including updating the attorneys list to ensure the District is compliant with ACCJC (Accrediting Commission for Community and Junior Colleges). The roll call vote was as follows:

	YES	NO	Absent
Miguel Arias	X		
Richard Caglia	X		
Bobby Kahn	X		

Consideration of Resolution Regarding Use of Outside Counsel [15-24] Action (continued)

John Leal	X		
Pat Patterson		X	
Eric Payne	X		
Ron Nishinaka	X		

Consideration to Approve Agreement for Executive Search Services, Chancellor [15-25] Action

A motion was made by Trustee Arias and seconded by Trustee Payne that the Board of Trustees authorize entering into an agreement with the Educational Leadership Search (ELS) Group for executive search services for the Chancellor’s recruitment; and authorize the Vice Chancellor of Finance and Administration to sign an agreement on behalf of the District. The motion passed without dissent.

Consideration to Approve New Position with Proposed Title of Director of Oakhurst Community College Center [15-26] Action

A motion was made by Trustee Arias and seconded by Trustee Leal that the Board of Trustees approve a new position with a proposed title of Director of Oakhurst Community College Center to replace the current Faculty Coordinator position. The motion passed without dissent.

Consideration to Appoint Vice President of Student Services, Reedley College [15-27] Action

A motion was made by Trustee Caglia and seconded by Trustee Kahn that the Board of Trustees appoint Dr. Claudia Lourido-Habib as Vice President of Student Services, Reedley College, with placement on the Management Salary Schedule at Range 66, Step 7 (\$12,406.50 monthly), effective April 8, 2015. The motion passed as follows:

Ayes - 5
 Noes - 2 (Arias, Payne)
 Absent -

Consideration to Appoint Dean of Student Services, Reedley College [15-28] Action

A motion was made by Trustee Payne and seconded by Trustee Kahn that the Board of Trustees appoint Mr. Jermain Pipkins as Dean of Student Services, Reedley College, with placement on the Management Salary Schedule at Range 62, Step 2 (\$9,526 monthly), effective July 1, 2015. The motion passed without dissent.

Adjournment

The meeting was adjourned at 7:55 p.m. by unanimous consent.

John Leal
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: May 5, 2015

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

ITEM NO. 15-23HR

EXHIBIT: Academic Personnel Recommendations

Recommendation:

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

ACADEMIC PERSONNEL RECOMMENDATIONS

A. Recommendation to employ the following persons:

Name	Campus	Class & Step	Salary	Position
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Piland, Kurt N.	MC	V, 5	\$14,063	Counselor
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(Current Adjunct Faculty)
(Categorically Funded Contract – May 15, 2015 through June 30, 2015)

Benas, Rebecca M.	FCC	II, 6	\$70,968	English Instructor
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(New Hire)
(First Contract – August 13, 2015 through May 20, 2016)

Boyle, Anna G.	FCC	V, 6	\$82,522	English Instructor
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(Current Full-time Temporary Faculty)
(Second Contract – August 13, 2015 through May 20, 2016)

Callahan, Kevin R.	FCC	IV, 5	\$74,591	Criminology Instructor
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(Current Adjunct Faculty)
(First Contract – August 13, 2015 through May 20, 2016)

Kerfoot, Mark L.	FCC	V, 1	\$68,744	Physics Instructor
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(Current Adjunct Faculty)
(First Contract – August 13, 2015 through May 20, 2016)

Papavasiliou, Nell K.	FCC	III, 5	\$71,400	Engineering Instructor
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(Current Adjunct Faculty)
(First Contract – August 13, 2015 through May 20, 2016)

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

<u>Name</u>	<u>Campus</u>	<u>Class & Step</u>	<u>Salary</u>	<u>Position</u>
Sarkisian Rodriquez, Tiffany S.	CCCC	II, 5	\$68,204	Communication Studies Instructor
(Current Adjunct Faculty) (First Contract – August 13, 2015 through May 20, 2016)				
Takeda, Michael K.	FCC	II, 7	\$73,726	Reading Instructor
(Current Full-time Temporary Faculty) (Second Contract – August 13, 2015 through May 20, 2016)				
Voth, Joseph G.	FCC	V, 6	\$82,522	English Instructor
(New Hire) (First Contract – August 13, 2015 through May 20, 2016)				
Williams, Ria D.	FCC	V, 2	\$79,786	English Instructor
(New Hire) (First Contract – August 13, 2015 through May 20, 2016)				
Zook, Steven F.	RC	II, 6	\$70,968	Mathematics Instructor
(New Hire) (First Contract – August 13, 2015 through May 20, 2016)				

B. Recommendation to approve the transfer of the following person:

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>	<u>Position</u>
Day, Elizabeth R.	FCC	MC	August 13, 2015	Nursing Instructor

- C. Recommendation to change the contractual duty days effective July 1, 2015 for the following persons:

Name	Campus	From	To	Position
Bos, Case K.	RC	177	181	Counselor
De La Cruz-Pulido, MC Gloria		177	181	Counselor
Dobusch, Lorena J.	RC	177	181	Counselor
Ensminger, Maria G.	MC	177	181	Counselor
Johnson, Erica R.	CCCC	177	181	Counselor
Jones, Steven D.	RC	177	181	Counselor
Hirata, Ryen J.	CCCC	177	181	Counselor
Hutchings, Tasha M.	CCCC	177	181	Counselor
Moring-Garcia, Rachel M.	CCCC	177	181	Counselor
Munoz, Ralph J.	CCCC	177	181	Counselor
Spear, Gricelda M.	MC	177	181	Counselor
Spomer, Chris M.	RC	177	181	Counselor
Stoner-Brito, Carla A.	CCCC	177	181	Counselor
Tidyman-Jones, Laurie W.	RC	177	181	Counselor

D. Recommendation to accept resignation from the following person:

<u>Name</u>	<u>Campus</u>	<u>Effective Date</u>	<u>Position</u>
Morton, Lori A.	DO	April 10, 2015	Director, State Center Consortium & Special Projects

E. Recommendation to accept resignation for the purpose of retirement from the following person:

<u>Name</u>	<u>Campus</u>	<u>Effective Date</u>	<u>Position</u>
Meter, Felisa L.	RC	May 22, 2015	ESL Instructor
Souza, Theresa E.	MC	July 1, 2015	Nursing Instructor

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 5, 2015

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

ITEM NO. 15-24HR

EXHIBIT: Classified Personnel Recommendations

Recommendation:

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

CLASSIFIED PERSONNEL RECOMMENDATIONS

A. Recommendation to employ the following persons as probationary:

Name	Location	Classification	Range/Step/Salary	Date
Santellano, Jeffrey	FCC	Instructional Technician – MicroComputer Lab Position No. 8516	50-A \$3,429.00/mo.	04/01/2015
Johnson-Ware, Robyn	MC	Library/Learning Resource Assistant I – PPT Position No. 4019	38-A \$14.73/hr.	04/08/2015
Osborne, Deborah	MC	Office Assistant III Position No. 4002	48-A \$3,266.58/mo.	04/27/2015

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
Needham, Brittany	DO	Human Resources Technician – Confidential Position No. 1051 (Part-time filling in for full-time position)	51-A (Confidential) \$21.67/hr.	03/24/2015
Garcia, Michelle	RC	Financial Aid Assistant I Position No. 3117	57-B \$24.62/hr.	04/01/2015
Reyes, Martha	RC	Upward Bound Assistant Position No. 3157	52-A \$20.75/hr.	04/01/2015
Roth, Victoria	DO	Human Resources Technician – Confidential Position No. 1051 (Part-time filling in for full-time position)	51-A (Confidential) \$21.67/hr.	04/02/2015
Rodriguez Lizette	RC	Upward Bound Assistant Position No. 3164	52-A \$20.75/hr.	04/08/2015
Hester, Stacie	RC	College Relations Specialist Position No. 3145	69-A \$31.39/hr.	04/13/2015
Hernandez, Cynthia	RC	Financial Aid Assistant II Position No. 3055	60-E 31.41/hr.	04/15/2015

- 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
Cruz, Veronica	RC	Financial Aid Assistant I Position No. 3131	57-A \$23.45/hr.	05/11/2015
Cazares, Christina	RC	Financial Aid Assistant II Position No. 3084	60-E \$31.22/hr.	05/22/2015
Sanchez, George	RC	Financial Aid Assistant I Position No. 3031	57-D \$27.14/hr.	05/22/2015

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

Name	Location	Classification	Range/Step/Salary	Date
Calderon, Carlos	DO	Programmer Position No. 9017	66-E \$35.51/hr.	04/08/2015

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

Name	Location	Classification	Flat Rate	Date
Thomas, Robert	FCC	Art Model	\$10.25/hr.	04/13/2015

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

Name	Location	Classification	Range/Step/Salary	Date
Martinez, Ernie	FCC	Custodian Position No. 2171 to Custodial Manager Position No. 2119	41-E \$3,782.33/mo. to 30-2 (Mgmt.) \$5,157.92/mo.	03/27/2015

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

Name	Location	Classification	Range/Step/Salary	Date
Navarro- Arellano, Elvira	DO	Accounting Technician II Position No. 1067 to Accounting Clerk III Position No. 1019	61-A \$4,479.00/mo. to 48-E \$3,967.83/mo.	03/24/2015

(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
Martinez, Ernie	FCC	Custodial Manager Position No. 2119 to Custodian Position No. 2171	30-1 (Mgmt.) \$5,099.50/mo. to 41-E \$3,782.33/mo.	03/26/2015
(Return to regular assignment)				
Branshaw, Jennifer	RC	College Trainer Position No. 3127 to College Trainer – Seasonal Position No. 3156	60-D \$5,062.33/mo. to 60-D \$29.21/hr.	03/31/2015
(Return to regular assignment)				
Nichols, Mark	FCC	MicroComputer Specialist Position No. 2334 to MicroComputer Resource Technician Position No. 2280	60-E \$5,651.58/mo. to 63-E \$6,072.92/mo.	04/15/2015
(Working Out of Class per Article 33, Section 8 of the CSEA contract)				
Betz, Kimera	FCC	Student Services Specialist Position No. 2129 to Office Assistant II Position No. 2017	52-A \$3,597.08/mo. to 41-E \$3,341.92/mo.	04/30/2015
(Return to regular assignment)				

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

Name	Location	Classification	Range/Step/Salary	Date
Branshaw, Jennifer	RC	College Trainer – Seasonal Position No. 3156 to College Trainer Position No. 3127	60-D \$29.21/hr. to 60-D \$5,062.33/mo.	04/01/2015
(Lateral Transfer per Personnel Commission Rule 11-2)				
Sandoval, Delfina	MC FCC	Office Assistant III Position No. 4006 to Office Assistant III Position No. 2477	48-D \$4,067.83/mo. to 48-D \$4,067.83/mo.	04/09/2015
(Lateral Transfer per Personnel Commission Rule 11-2)				

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

Name	Location	Classification	Date
Skram, Geneva	DO	Assistant Director, SCCC Foundation Position No. 1170	04/02/2015
Lomeli, Nestor	RC	Upward Bound Assistant Position No. 3157	04/06/2015
Betz, Kimera	FCC	Office Assistant II Position No. 2017	04/30/2015

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

Name	Location	Classification	Date
Haines, Larry	RC	Custodian Position No. 3060	04/08/2015
Acosta, Nina	DO	Executive Secretary to the Chancellor Position No. 1041	08/17/2015

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 5, 2015

SUBJECT: Consideration to Approve New Position with
Proposed Title of Administrative Aide, Clovis
Community College Center

ITEM NO. 15-25HR

EXHIBIT: None

Background:

On March 3, 2015, the Board of Trustees approved a new Dean of Instruction position for Clovis Community College Center (CCCC). It is anticipated the new Dean of Instruction will start July 1, 2015. In order to meet the needs of the students and staff and for consistency across the District, administration is recommending an additional position of Administrative Aide for secretarial and administrative support for the new Dean position. The position will be funded from the ongoing general fund budget at CCCC.

Recommendation:

It is recommended the Board of Trustees approve a new position with a proposed title of Administrative Aide, Clovis Community College Center.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 5, 2015

SUBJECT: Consideration to Approve New Position with
Proposed Title of Student Services Specialist,
Clovis Community College Center

ITEM NO. 15-26HR

EXHIBIT: None

Background:

Clovis Community College Center is recommending the addition of a Student Services Specialist position in order to meet the needs of students and staff, and for staffing consistency across the District. This position was identified as high priority in the Clovis Community College Center Human Resources Staffing Plan prioritization process. The position will be funded 75% from Student Success and Support Program (SSSP) and Student Equity Program, and 25% from the general fund.

Recommendation:

It is recommended the Board of Trustees approve a new position with a proposed title of Student Services Specialist, Clovis Community College Center.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 5, 2015

SUBJECT: Consideration to Approve New Position with
Proposed Title of Department Secretary,
Clovis Community College Center

ITEM NO. 15-27HR

EXHIBIT: None

Background:

Clovis Community College Center is recommending the addition of a Department Secretary to provide support to the College Nurse and Psychological Services to ensure students are provided excellent service and assistance when dealing with their health and wellness needs, as required by the Health Fee. The position would be full-time for 10.5 months per year. This will meet the needs of students during heavy traffic months on campus.

Recommendation:

It is recommended the Board of Trustees approve a new position with a proposed title of Department Secretary, Clovis Community College Center.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 5, 2015

SUBJECT: Consideration to Approve Two Six-Month
Limited Term Positions with Proposed Title
of Painter, Districtwide

ITEM NO. 15-28HR

EXHIBIT: None

Background:

Based on the high level of facility usage, the only time painting of curbs, parking stalls, benches, crosswalks, and campus facilities can occur is during the summer when heavy student usage is reduced. Other exterior painting can be completed before and after the summer break. Presently the Operations Department has an unfilled Painter position and there is no current plan for replacing that position. In order to complete the high volume of required painting, administration is recommending the approval of two six-month limited term Painter positions.

Recommendation:

It is recommended the Board of Trustees approve two six-month limited term positions with the proposed title of Painter, Districtwide, effective May 11, 2015.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 5, 2015

SUBJECT: Consideration to Approve Two Six-Month
Limited Term Positions with Proposed Title
of Financial Aid Assistant I, Reedley College

ITEM NO. 15-29HR

EXHIBIT: None

Background:

The Reedley College Financial Aid Department is in need of two six-month limited term Financial Aid Assistant I positions. The summer and early fall months are the busiest time for the Financial Aid Office. Additionally, there are new requirements for the federal gainful employment reporting that must be completed by July 31, 2015. This will allow the department to better serve the needs of the students in reviewing and processing student files in time for the fall semester and allow the department to meet the federal report requirements for gainful employment. These two positions will be paid through categorical funding.

Recommendation:

It is recommended the Board of Trustees approve two six-month limited term positions with the proposed title of Financial Aid Assistant I, Reedley College.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 5, 2015

SUBJECT: Consideration to Adopt Resolution Affording
Student Trustees the Privilege to Make and
Second Motions

ITEM NO. 15-35G

EXHIBIT: Resolution No. 2015.10 and Board Policy 2015

Background:

Each year two students are elected to the district's Board of Trustees as provided by the education code. They are recognized as full members of the Board, but they do not vote. Education Code Section 72023.5 does, however, provide that student trustees may "make and second motions at the discretion of the governing board."

Board Policy 2015 directs the Board to annually consider whether to afford student trustees the privilege to make and second motions.

Recommendation:

It is recommended that the Board of Trustees adopt Resolution No. 2015.10 allowing the student trustees to make and second motions.

**STATE CENTER COMMUNITY COLLEGE DISTRICT
RESOLUTION NO. 2015.10**

**RESOLUTION OF THE BOARD OF TRUSTEES
AFFORDING STUDENT TRUSTEES THE PRIVILEGE TO
MAKE AND SECOND MOTIONS**

WHEREAS, State Center Community College District seats elected student members of its Board of Trustees pursuant to Education Code Section 72023.5; and .

WHEREAS, the education code and district policy and regulation recognizes that student members are full members of the Board of Trustees, with minimal limitations prescribed by law; and

WHEREAS, Education Code 72023.5(b)(1) allows that student trustees may “make and second motions at the discretion of the governing board;” and

WHEREAS, Board Policy 2015 directs the Board to annually consider whether to afford student trustees the privilege to make and second motions; and

WHEREAS, it is the experience of the Board of Trustees that its student members have shown themselves to be thoughtful, conscientious, and responsible representatives of the student body; and

WHEREAS, it is the sense of the Board of Trustees that the interests of the district are advanced by allowing the fullest participation possible of its student members;

NOW, THERFORE, BE IT RESOLVED that Student members of the Board of Trustees of the State Center Community College District shall be afforded the privilege to make and second motions at all board meetings;

AND BE IT FURTHER RESOLVED that this resolution shall be in effect until May 15, 2016, unless earlier revoked by action of the Board.

PASSED AND ADOPTED on this 5th day of May 2015, by the following vote:

AYES: _____ NOES: _____ ABSENT: _____

Board of Trustees Secretary
State Center Community College District

Student Members

The Board shall include two non-voting student members. The term of office shall be one year commencing June 1.

The student member shall be a resident of California at the time of nomination and during the term of service, and shall be enrolled in and maintain a minimum of five (5) semester units in the District at the time of nomination and throughout the term of service. The student member is not required to give up employment with the District. The student shall maintain a grade point average of 2.0.

The student member shall be seated with the Board and shall be recognized as a full member of the Board at meetings. The student member is entitled to participate in discussion of issues and receive all materials presented to members of the Board (except for closed session). The student member shall be entitled to any mileage allowance necessary to attend board meetings to the same extent as publicly elected trustees.

On or before May 15 of each year, the Board shall consider whether to afford the student member the privilege to make and second motions.

See Administrative Regulation 2015

Reference: Education Code Section 72023.5

Adopted by the Governing Board: June 28, 1978; November 4, 2003

Revised: March 4, 1980; June 4, 1985; December 8, 1992;
July 1, 2008

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 5, 2015

SUBJECT: Review of District Warrants and Checks

ITEM NO. 15-36G

EXHIBIT: None

Recommendation:

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

<u>Account:</u>	<u>Amount:</u>	<u>For the Period:</u>
District	\$16,688,534.78	03/17/15 to 04/13/15
Fresno City College Bookstore	130,442.10	03/18/15 to 04/14/15
Reedley College Bookstore	167,193.63	03/18/15 to 04/14/15
Fresno City College Co-Curricular	103,016.94	03/17/15 to 04/13/15
Reedley College Co-Curricular	54,045.10	03/16/15 to 04/13/15
Total:	<u>\$ 17,143,232.55</u>	

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 5, 2015

SUBJECT: Consideration to Adopt Resolution
Authorizing Notice of Intent to Establish
2015-2016 Appropriations Limit (Gann)

ITEM NO. 15-37G

EXHIBIT: Resolution No. 2015.09

Background:

In November 1979 the voters passed Proposition 4 (Gann), which effectively places an appropriations limit on each public entity within the state. The appropriations limit base was derived from the amount an entity had appropriated in its budget during the 1978-1979 fiscal year. The base is annually adjusted upward in accordance with the inflationary allowance relating to the Consumer Price Index, as well as by population increase. Under Senate Bill 1352, enacted by the Legislature to implement Proposition 4, it is necessary for each public entity to establish its appropriations limit for a given year prior to the last day of the previous fiscal year. It is further necessary for the governing body to provide fifteen days in which the public may examine the documentation used in arriving at the appropriations limit. Further legislation modified the method for computing the limit, but the notification provisions remain the same.

The enclosed resolution is intended to notify the public that the appropriations limit for 2015-2016 has been established and will be officially approved at a regular meeting of the Board on June 2, 2015.

Recommendation:

It is recommended the Board of Trustees adopt Resolution No. 2015.09, Notice of Intent to Establish an Appropriations Limit for the 2015-2016 Fiscal Year.

**STATE CENER COMMUNITY COLLEGE DISTRICT
RESOLUTION NO. 2015.09**

**NOTICE OF INTENT TO ESTABLISH AN APPROPRIATIONS LIMIT
FOR THE 2015-2016 FISCAL YEAR**

WHEREAS, on November 6, 1979, the People of the State of California adopted Proposition 4, the Gann Initiative, which added Article XIII B to the State Constitution; and

WHEREAS, said Article and Section 7900, et seq., of the Government Code require this Board to establish, by Resolution, at a regular or special meeting, its appropriations limit for the 2015-2016 fiscal year; and

WHEREAS, said Article and Section 7900, et seq., of the Government Code further require this Board to notify the public at least fifteen (15) days prior to the holding of such meeting.

NOW, THERFORE, BE IT RESOLVED as follows:

1. The public is hereby notified that at 4:30 p.m., on June 2, 2015, the governing board of the State Center Community College District will hold a meeting at 1525 East Weldon Avenue, Fresno, California, to establish its appropriations limit for the 2015-2016 fiscal year.
2. The public is further notified that the documentation used in the determination of said appropriations limit is available to any person who wishes to examine or inspect the same, either prior to, during, or after said meeting.
3. The chancellor of this district or their designee is hereby directed to post a copy of this Resolution at least fifteen (15) days prior to June 2, 2015, in order to inform the public of the matters contained herein.

PASSED AND ADOPTED upon motion of Trustee _____, seconded by Trustee _____, at a regular meeting of the Board of Trustees of the State Center Community College District on this 5th day of May, 2015, by the following vote:

AYES: _____ NOES: _____ ABSENT: _____

Board of Trustees President
State Center Community College District

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 5, 2015

SUBJECT: Acknowledgement of Quarterly Financial
Status Report, General Fund

ITEM NO. 15-38G

EXHIBIT: Quarterly Financial Status Report

Background:

Enclosed is the March 31, 2015, Quarterly Financial Status Report (CCFS-311Q) for the District general fund, as required for California community college districts (ECS 84043). In accordance with state instructions, a copy of the report was forwarded electronically to the State Chancellor's Office.

Projections for the revenue, expenditures, and other sources/uses are based on the adopted final budget and amended for additional funding or programs as they are received. Actual revenues and expenditures through the quarter ending March 31, 2015, when compared to the current budget, are 73.2% and 74.1%, respectively.

Projected FTES for 2014-2015 at the second period reporting is 28,076, which is approximately 7.0% above last year's funded FTES.

Recommendation:

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

**CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE**

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

CHANGE THE PERIOD ▼

Fiscal Year: 2014-2015

District: (570) STATE CENTER

Quarter Ended: (Q3) Mar 31, 2015

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2011-12	Actual 2012-13	Actual 2013-14	Projected 2014-2015
I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:					
A.	Revenues:				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	131,730,319	134,634,694	143,198,774	146,951,959
A.2	Other Financing Sources (Object 8900)	1,021,448	207,124	529,416	878,400
A.3	Total Unrestricted Revenue (A.1 + A.2)	132,751,767	134,841,818	143,728,190	147,830,359
B.	Expenditures:				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	135,019,378	135,000,899	140,858,102	152,665,445
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	831,061	427,892	2,772,176	3,271,499
B.3	Total Unrestricted Expenditures (B.1 + B.2)	135,850,439	135,428,791	143,630,278	155,936,944
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	-3,098,672	-586,973	97,912	-8,106,585
D.	Fund Balance, Beginning	41,314,383	38,215,711	37,628,737	37,726,649
D.1	Prior Year Adjustments + (-)	0	-1	0	0
D.2	Adjusted Fund Balance, Beginning (D + D.1)	41,314,383	38,215,710	37,628,737	37,726,649
E.	Fund Balance, Ending (C. + D.2)	38,215,711	37,628,737	37,726,649	29,620,064
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	28.1%	27.8%	26.3%	19%

II. Annualized Attendance FTES:

G.1	Annualized FTES (excluding apprentice and non-resident)	26,159	26,126	26,467	28,076
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III. Total General Fund Cash Balance (Unrestricted and Restricted)

	Description	As of the specified quarter ended for each fiscal year			
		2011-12	2012-13	2013-14	2014-2015
H.1	Cash, excluding borrowed funds		8,727,790	29,578,450	42,645,868
H.2	Cash, borrowed funds only		0	0	0
H.3	Total Cash (H.1+ H.2)	24,935,684	8,727,790	29,578,450	42,645,868

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

Line	Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Percentage (Col. 3/Col. 2)
I. Revenues:					
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	146,876,959	146,951,959	107,635,246	73.2%
I.2	Other Financing Sources (Object 8900)	878,400	878,400	520,614	59.3%
I.3	Total Unrestricted Revenue (I.1 + I.2)	147,755,359	147,830,359	108,155,860	73.2%
J. Expenditures:					
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	152,599,095	152,665,445	112,532,256	73.7%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	3,261,076	3,271,499	2,992,911	91.5%
J.3	Total Unrestricted Expenditures (J.1 + J.2)	155,860,171	155,936,944	115,525,167	74.1%
K.	Revenues Over(Under) Expenditures (I.3 - J.3)	-8,104,812	-8,106,585	-7,369,307	
L.	Adjusted Fund Balance, Beginning	37,726,649	37,726,649	37,726,649	
L.1	Fund Balance, Ending (C. + L.2)	29,621,837	29,620,064	30,357,342	
M.	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	19%	19%		

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

NO

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

Contract Period Settled (Specify)	Management	Academic	Classified
		Permanent Temporary	

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

* As specified in Collective Bargaining Agreement or other Employment Contract

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

VI. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)?

YES

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

On March 19, 2015, State Center Community College District successfully issued its 2015 General Obligation Refunding Bonds in order to refinance \$61.6 million of outstanding general obligation bonds that voters approved in 2002 to finance the acquisition, construction, reconstruction, and modernization of certain District property and facilities. With interest rates in the municipal market near their 30-year lows, the District was able to take advantage of extremely attractive conditions to generate significant savings for taxpayers. Through this refinancing, property owners in the District will save \$8.3 million over the next 16 years.

VII. Does the district have significant fiscal problems that must be addressed?

This year?

NO

Next year?

NO

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

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 5, 2015

SUBJECT: Consideration to Approve Quarterly
Budget Transfers and Adjustments Report

ITEM NO. 15-39G

EXHIBIT: Budget Transfers and Adjustments Report

Background:

The enclosed Budget Transfers and Adjustments Report reflects budget adjustments through the period ending March 31, 2015. The adjustments represent changes to meet the on-going needs of the District, including categorically funded programs, educational needs of the campuses, and new grants and agreements.

Recommendation:

It is recommended the Board of Trustees approve the March 31, 2015, Budget Transfers and Adjustments Report.

**STATE CENTER COMMUNITY COLLEGE DISTRICT
GENERAL FUND - ALL FUNDING
Revenue Budget Adjustments/Transfers
As of 3/31/15**

	Adopted Budget	Budget Adj/Transfers	Current Budget
81000	FEDERAL REVENUES		
81200	\$ 8,067,827	\$ 219,713	\$ 8,287,540
81300	921,782	-	921,782
81400	246,074	(13,533)	232,541
81500	157,778	144,986	302,764
81600	28,582	-	28,582
81700	1,508,704	-	1,508,704
81990	2,360,076	647,587	3,007,663
	<u>13,290,823</u>	<u>998,753</u>	<u>14,289,576</u>
86000	STATE REVENUES		
86100	78,422,388	(845,368)	77,577,020
86200	14,339,114	3,916,545	18,255,659
86300	21,500,000	-	21,500,000
86500	3,039,168	5,508,171	8,547,339
86700	500,000	-	500,000
86800	5,050,000	-	5,050,000
86900	-	-	-
	<u>122,850,670</u>	<u>8,579,348</u>	<u>131,430,018</u>
88000	LOCAL REVENUES		
88100	32,800,000	-	32,800,000
88300	1,036,717	285,406	1,322,123
88400	17,500	-	17,500
88500	88,000	-	88,000
88600	300,000	-	300,000
88700	8,686,400	-	8,686,400
88800	1,971,000	-	1,971,000
88900	1,399,763	38,369	1,438,132
	<u>46,299,380</u>	<u>323,775</u>	<u>46,623,155</u>
	<u>\$ 182,440,873</u>	<u>\$ 9,901,876</u>	<u>\$ 192,342,749</u>
89000	OTHER FIN SOURCES		
89100	10,000	-	10,000
89800	965,864	-	965,864
	<u>\$ 975,864</u>	<u>-</u>	<u>\$ 975,864</u>
	<u>\$ 183,416,737</u>	<u>\$ 9,901,876</u>	<u>\$ 193,318,613</u>

**STATE CENTER COMMUNITY COLLEGE DISTRICT
GENERAL FUND - ALL FUNDING
Expenditure Budget Adjustments/Transfers
As of 3/31/15**

	Adopted Budget	Budget Adj/Transfers	Current Budget
91000	ACADEMIC SALARIES		
91100	\$ 39,767,191	\$ 766,201	\$ 40,533,392
91200	20,270,104	135,388	20,405,492
91300	18,748,280	(313,311)	18,434,969
91400	5,563,778	603,273	6,167,051
	<u>84,349,353</u>	<u>1,191,551</u>	<u>85,540,904</u>
	Total		
92000	CLASSIFIED SALARIES		
92100	28,736,841	(287,109)	28,449,732
92200	1,752,030	249,660	2,001,690
92300	3,592,746	593,950	4,186,696
92400	1,660,291	666,782	2,327,073
	<u>35,741,908</u>	<u>1,223,283</u>	<u>36,965,191</u>
	Total		
93000	BENEFITS		
93100	6,944,008	75	6,944,083
93200	3,962,741	(10,138)	3,952,603
93300	3,784,520	(16,890)	3,767,630
93400	16,514,436	151,581	16,666,017
93500	90,456	(11,913)	78,543
93600	2,305,532	20,669	2,326,201
93700	176,338	29,366	205,704
93900	-	-	-
	<u>33,778,031</u>	<u>162,750</u>	<u>33,940,781</u>
	Total		
94000	SUPPLIES & MATERIALS		
94300	1,384,230	31,266	1,415,496
94400	2,555,297	23,315	2,578,612
94500	32,933	26,049	58,982
	<u>3,972,460</u>	<u>80,630</u>	<u>4,053,090</u>
	Total		

**STATE CENTER COMMUNITY COLLEGE DISTRICT
GENERAL FUND - ALL FUNDING
Expenditure Budget Adjustments/Transfers
As of 3/31/15**

	<u>Adopted Budget</u>	<u>Budget Adj/Transfers</u>	<u>Current Budget</u>
95000 OTHER OPER EXPENSES			
95100 Utilities	4,861,544	3,229	4,864,773
95200 Rents, Leases and Repairs	3,266,952	114,450	3,381,402
95300 Travel & Conference	2,633,467	534,861	3,168,328
95400 Dues & Memberships	287,176	6,927	294,103
95500 Pers. & Cons. Services	3,635,708	4,340,789	7,976,497
95600 Insurance	1,116,562	(10,551)	1,106,011
95700 Advertising & Printing	866,961	73,812	940,773
95900 Other	1,970,756	49,255	2,020,011
Total	<u>18,639,126</u>	<u>5,112,772</u>	<u>23,751,898</u>
96000 CAPITAL OUTLAY			
96200 Site Improvement	30,000	(195)	29,805
96400 Bldg Renov & Improvements	1,109,920	117,914	1,227,834
96500 New Equipment	7,181,732	1,805,789	8,987,521
96800 Library Books	687,940	(41,350)	646,590
Total	<u>9,009,592</u>	<u>1,882,158</u>	<u>10,891,750</u>
Total General Fund Expenditures	<u>\$ 185,490,470</u>	<u>\$ 9,653,144</u>	<u>\$ 195,143,614</u>
97000 OTHER OUTGO			
97200 Intrafund Transfers	441,464	(87,041)	354,423
97300 Interfund Transfers	4,568,288	-	4,568,288
97400 Other Transfers Out	-	97,464	97,464
97500 Student Financial Aid	98,583	17,159	115,742
97600 Other Payments/Students	903,653	222,923	1,126,576
97900 Contingencies	19,091	-	19,091
Total Other Outgo	<u>\$ 6,031,079</u>	<u>\$ 250,505</u>	<u>\$ 6,281,584</u>
Total District Expenditures	<u>\$ 191,521,549</u>	<u>\$ 9,903,649</u>	<u>\$ 201,425,198</u>

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 5, 2015

SUBJECT: Financial Analysis of Enterprise and
Special Revenue Operations

ITEM NO. 15-40G

EXHIBIT: Financial Analysis

Background:

The financial reports for the enterprise and special revenue operations for the quarter ended March 31, 2015, are attached. The report includes a combined balance sheet and combined statement of revenues and expenditures for the enterprise operations, which consists of the bookstores at Fresno City and Reedley College. The special revenue operations are comprised of the Reedley College cafeteria and residence hall.

The cafeteria operation and Reedley College bookstore currently reflect a negative financial position with expenditures exceeding revenues. The Fresno City College bookstore and residence hall operations show a positive financial position.

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

**STATE CENTER COMMUNITY COLLEGE DISTRICT
ENTERPRISE & SPECIAL REVENUE OPERATIONS
BALANCE SHEET
As of MARCH 31, 2015**

	ENTERPRISE			SPECIAL REVENUE		
	FCC BOOKSTORE*	RC BOOKSTORE*	TOTAL	RC CAFETERIA*	RC RESIDENCE HALL*	TOTAL
ASSETS						
Cash in County Treasury	\$ -	\$ -	\$ -	\$ 106,451	\$ 179,678	\$ 286,129
Cash in Bank	2,372,809	649,305	3,022,114	35,853	-	35,853
Revolving Cash Fund	20,200	28,000	48,200	2,500	-	2,500
Accounts Receivable	655,395	337,929	993,324	47,189	92,291	139,480
Due from RC Bookstore	1,750,000	-	1,750,000	-	-	-
Due from Other Funds	-	-	-	595	43,629	44,224
Prepaid Expenses	5,515	3,505	9,020	-	-	-
Inventory	1,537,540	1,314,175	2,851,715	22,055	-	22,055
Total Current Assets	\$ 6,341,459	\$ 2,332,914	\$ 8,674,373	\$ 214,643	\$ 315,598	\$ 530,241
Fixed Assets (Net)	\$ -	\$ 90,002	\$ 90,002	\$ -	\$ -	\$ -
TOTAL ASSETS	\$ 6,341,459	\$ 2,422,916	\$ 8,764,375	\$ 214,643	\$ 315,598	\$ 530,241
LIABILITIES & FUND BALANCE						
Accounts Payable	\$ 90,851	\$ (132,271)	\$ (41,420)	\$ -	\$ -	\$ -
Due to FCC Bookstore	-	1,750,000	1,750,000	-	-	-
Due to Other Funds	66,461	67,265	133,726	183,613	595	184,208
Warrants Payable	-	-	-	2,660	5,334	7,994
Total Current Liabilities	\$ 157,312	\$ 1,684,994	\$ 1,842,306	\$ 186,273	\$ 5,929	\$ 192,202
Unreserved Fund Balance	\$ 4,626,407	\$ (604,253)	\$ 4,022,154	\$ 3,815	\$ 309,669	\$ 313,484
Reserved Fund Balance	1,557,740	1,342,175	2,899,915	24,555	-	24,555
Total Fund Balance	\$ 6,184,147	\$ 737,922	\$ 6,922,069	\$ 28,370	\$ 309,669	\$ 338,039
TOTAL LIABILITIES & FUND BALANCE	\$ 6,341,459	\$ 2,422,916	\$ 8,764,375	\$ 214,643	\$ 315,598	\$ 530,241

*Does Not Include Indirect Charges

**STATE CENTER COMMUNITY COLLEGE DISTRICT
ENTERPRISE & SPECIAL REVENUE OPERATIONS
STATEMENT OF REVENUE & EXPENDITURES
Period Ending MARCH 31, 2015**

	ENTERPRISE			SPECIAL REVENUE		
	FCC BOOKSTORE*	RC BOOKSTORE*	TOTAL	RC CAFETERIA*	RC RESIDENCE HALL*	TOTAL
TOTAL SALES	\$ 4,561,822	\$ 2,906,043	\$ 7,467,865	\$ 635,010	\$ 406,995	\$ 1,042,005
LESS COST OF GOODS SOLD						
Beginning Inventory	\$ 1,162,742	\$ 793,065	\$ 1,955,807	\$ 27,014	\$ -	\$ 27,014
Purchases	3,694,666	2,646,241	6,340,907	248,905	-	248,905
Sub-Total	4,857,408	3,439,306	8,296,714	275,919	-	275,919
Ending Inventory	1,537,540	1,314,175	2,851,715	22,055	-	22,055
Cost of Sales	3,319,868	2,125,131	5,444,999	253,864	-	253,864
GROSS PROFIT ON SALES	\$ 1,241,954	\$ 780,912	\$ 2,022,866	\$ 381,146	\$ 406,995	\$ 788,141
OPERATING EXPENDITURES						
Salaries	\$ 513,935	\$ 505,394	\$ 1,019,329	\$ 268,815	\$ 127,283	\$ 396,098
Benefits	156,097	173,361	329,458	137,437	44,000	181,437
Depreciation	44,412	8,235	52,647	-	-	-
Supplies	17,130	12,656	29,786	5,294	15,278	20,572
Utilities & Housekeeping	19,880	18,490	38,370	-	79,615	79,615
Rents, Leases & Repairs	13,873	14,806	28,679	6,765	1,589	8,354
Other Operating	246,173	201,957	448,130	17,299	13,052	30,351
TOTAL OPERATING EXPENDITURES	\$ 1,011,500	\$ 934,899	\$ 1,946,399	\$ 435,610	\$ 280,817	\$ 716,427
NET OPERATING REVENUE (LOSS)	\$ 230,454	\$ (153,987)	\$ 76,467	\$ (54,464)	\$ 126,178	\$ 71,714
OTHER REVENUE						
Vending	\$ -	\$ -	\$ -	\$ 3,096	\$ -	\$ 3,096
Interest	-	74	74	958	2,364	3,322
Other	26,353	24,347	50,700	665	3,198	3,863
Book Rental	297,385	111,158	408,543	-	-	-
OTHER EXPENSES						
Transfer to Co-Curricular	\$ 140,400	\$ 5,000	\$ 145,400	\$ -	\$ -	\$ -
Capital Outlay	-	-	-	-	83,021	83,021
NET REVENUE (LOSS)	\$ 413,792	\$ (23,408)	\$ 390,384	\$ (49,745)	\$ 48,719	\$ (1,026)
District Provided General Fund Support				\$ 39,864	\$ 12,691	UNAUDITED

*Does Not Include Indirect Charges

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 5, 2015

SUBJECT: Consideration of Bids, Re-Roof of
Portables 4A-4E, Madera Center

ITEM NO. 15- 41G

EXHIBIT: None

Background:

Bid #1415-22 provides for the addition of new roofing systems for five portable buildings on the Madera Center campus. The work of this project consists of priming existing metal roofing, addition of new insulation material and plywood, and installation of a new single ply roofing system for buildings R4A through R4E. Also included in the project are improvements to the roof drainage systems, including new gutters and downspouts, for the five buildings. These deteriorated roofs are on portable buildings that are over 20 years old and were moved onto the Madera campus from other District locations for the initial opening of the center. This project is necessitated by the deteriorated condition of the existing roofing systems and is part of the five-year scheduled maintenance plan.

Funding for this project will be provided by the 2014-2015 State Scheduled Maintenance and Repair Program and is within the engineers estimate for construction. Because of the need to match existing roofing on the campus and/or allow bidders the opportunity to submit substitutions of equal roofing products prior to the bid opening, a single bid was received from one contractor, as follows:

<u>Bidder</u>	<u>Award Amount</u>
Graham Prewett, Inc. (Fresno, CA)	\$112,700.00

Fiscal Impact:

\$112,700.00 – 2014-15 State Scheduled Maintenance and Repair Program

Item No. 15-41G

Page 2

Recommendation:

It is recommended the Board of Trustees award Bid #1415-22 in the amount of \$112,700.00 to Graham Prewett, Inc., the lowest responsible bidder for the Re-Roof of Portable Buildings at the Madera Center, and authorize the Interim Chancellor or Vice Chancellor of Finance and Administration to sign an agreement on behalf of the District.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 5, 2015

SUBJECT: Consideration of Bids, Remodel at AGR 1 and ITEM NO. 15-42G
 HUM 63/64/65, Reedley College

EXHIBIT: None

Background:

Bid #1415-25 provides for the work necessary to remodel an existing computer laboratory classroom in the Agricultural Science Building and three classrooms in the Humanities Building at Reedley College. This project consists of the modernization of effected classrooms to prepare and provide for more efficient instructional delivery methods. Because this is a remodel of existing buildings, improvements to nearby restrooms, parking spaces and common areas are included for ADA code compliance. The work of the project includes selective demolition of existing facilities, electrical, mechanical, lighting, communication improvements, interior finishes, and other related items in support of the remodeled space.

Construction will be scheduled to be performed over the summer months, with completion prior to the fall semester. This project was necessitated by the need for improved facilities under Science, Technology, Engineering and Mathematics (STEM) grant funding from the federal government.

Funding for this project will be provided by a combination of STEM grant funds and previously approved, locally funded campus reserve capital project funds for Reedley College. Bids were received from four contractors as follows:

<u>Bidder</u>	<u>Award Amount</u>
R & H Construction (Fresno, CA)	\$258,224.00
Davis Moreno Construction, Inc.	\$284,280.00
D.H. Williams Construction, Inc.	\$309,000.00
Marko Construction Group, Inc.	\$339,609.00

Fiscal Impact:

\$258,224.00 – Science, Technology, Engineering and Mathematics (STEM) grant funds and Reedley College reserve capital project funds

Item No. 15-42G

Page 2

Recommendation:

It is recommended the Board of Trustees award Bid #1415-25 in the amount of \$258,224.00 to R & H Construction, the lowest responsible bidder for the Remodel at AGR 1 and HUM 63/64/65 at Reedley College, and authorize the Interim Chancellor or Vice Chancellor of Finance and Administration to sign an agreement on behalf of the District.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 5, 2015

SUBJECT: Consideration to Authorize Auction of
Surplus Property, Fresno City College

ITEM NO. 15-44G

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 disposal of surplus property by auction.

Fresno City College

Obsolete/Surplus Equipment Inventory

Item #	District Inventory	Item Description	Location
		4 Book Shelves	
		1 Refrigerator/Coldspot	
		2 Yard Vacuums	
		1 Pottery Station	
		1 Pallet of Misc. Computer Parts, fans, & Etc.	
		1 Sun Battery Charger/VAT-40	
		1 AC Charger/Snap On	
		1 Tire Separator/Snap-On	
		1 Battery Charger/Snap-On	
		1 Car Computer Scanner/Hunter P411	
		1 Oil Gun/Valvoline	
		1 Mobil Hydraulic Car Lift	
		1 Engine Stand	
		Automotive Air Hose with Roller	
		2 Bike Racks	
		1 Welder/Miller Syncrowave 300	
		25 Projector Screens Da-Lite	
		16 TVs	
		25 Wall Mounted Speakers	
		4 Ceiling Speakers	
		2 Wall Speakers	
		1 Box of Misc. Wires	
		90 Medium Size Desks	
		1 Pallet of Metal L Brackets	
		33 Metal Cabinets	
		80 Office Chairs	
		30 Desks	
		5 Road Blocks	
		25 Pottery Tables	
		6 Roll Stands	
		9 Floor Cleaners	
		2 Pallets of MAC Monitors & Keyboards	
		2 Pallets of MAC Computer Towers	
		50 Laptops/Dell	
		50 Microscopes	

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 5, 2015

SUBJECT: Consideration to Accept Construction Project, ITEM NO. 15-45G
 Chiller Replacement, Health Sciences Building,
 Fresno City College

EXHIBIT: None

Background:

The project for Chiller Replacement, Health Sciences Building, Fresno City College, is now substantially complete and ready for acceptance by the Board of Trustees.

Recommendation:

It is recommended the Board of Trustees:

- a) accept the project for Chiller Replacement, Health Sciences Building, Fresno City College;
 and
- b) authorize the Interim Chancellor or his designee to file a Notice of Completion with the
 County Recorder.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 5, 2015

SUBJECT: Consideration to Accept Construction Project,
Fiber Optic Network Expansion, Fresno City
College

ITEM NO. 15-46G

EXHIBIT: None

Background:

The project for Fiber Optic Network Expansion, Fresno City College, is now substantially complete and ready for acceptance by the Board of Trustees.

Recommendation:

It is recommended the Board of Trustees:

- a) accept the project for Fiber Optic Network Expansion, Fresno City College;
and
- b) authorize the Interim Chancellor or his designee to file a Notice of Completion with the County Recorder.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 5, 2015

SUBJECT: Consideration to Authorize Memorandum of Understanding with Kings Canyon Unified School District for Reedley Middle College High School, Reedley College

ITEM NO. 15-47G

EXHIBIT: None

Background:

Reedley Middle College High School (RMCHS), in partnership with Kings Canyon Unified School District (KCUSD), currently offers college classes to high school students at the Reedley College campus. The memorandum of understanding (MOU) seeks to better serve high school students and increase student commitment and enrollment by offering challenging college coursework for students who wish to remain in the high school environment but are academically prepared for college-level work.

Kings Canyon Unified School District desires to expand their capacity of classes by placing additional portable classrooms upon the Reedley College campus in order to accommodate the increase in student enrollment. KCUSD will place the portable classrooms on the Reedley College campus in two phases and the license agreement shall remain in effect for three years (through August 2018) or until the completion of a permanent RCMHS campus.

Recommendation:

It is recommended that the Board of Trustees:

- a) authorize a memorandum of understanding (MOU) between the District (on behalf of Reedley College) and Kings Canyon Unified School District for the RMCHS license agreement for placement of additional portable classrooms at Reedley College;
- b) authorize future renewals of the memorandum of understanding (MOU) with similar terms and conditions; and
- c) authorize the Interim Chancellor or Vice Chancellor of Finance and Administration to sign the memorandum of understanding (MOU) and license agreement on behalf of the District.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 5, 2015

SUBJECT: Consideration to Authorize Agreement with
Fresno County Sheriff's Department,
Fresno City College

ITEM NO. 15-48G

EXHIBIT: None

Background:

The District, on behalf of Fresno City College, is requesting to enter into an agreement with the Fresno County Sheriff's Department (FSO). Funding from FSO will provide instructional services for 39,375 student instructional hours or 75 FTES. The instruction will be conducted by the Fresno City College Police Academy. The agreement is for the period July 1, 2014 through June 30, 2016, with funding in an amount not to exceed \$137,813.

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 County Sheriff's Department to offer instructional services to be conducted by the Fresno City College Police Academy for the period July 1, 2014, through June 30, 2016, with funding in an amount not to exceed \$137,813;
- 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: May 5, 2015

SUBJECT: Consideration to Approve Proposed 2015-2016 ITEM NO. 15-29
 Lottery Decision Packages

EXHIBIT: 2015-2016 Lottery Decision Packages

Background:

At the January 3, 2015, budget study session meeting, the Board of Trustees approved the budget calendar for preparation of the District's 2015-2016 budget. Approval of the 2015-2016 decision packages at the May 5, 2015 board meeting will authorize the District to utilize these funds to acquire goods and services for the 2015-2016 fiscal year and allow staff to start the process on time sensitive construction projects during the summer months to minimize the impact on students.

The 2015-2016 decision package programs were based upon allocations to the colleges and centers totaling \$4.845 million, as follows:

<u>Unrestricted Lottery Funds</u>	
Fresno City College	\$ 1,216,020
Reedley College (RC, MC, Oakhurst)	\$ 685,237
Clovis Community College Center	\$ 328,123
Districtwide	<u>\$ 1,590,620</u>
Subtotal Unrestricted Lottery Funds	\$ 3,820,000
 <u>Restricted Lottery Funds - Senate Bill 20 (Prop 20)</u>	
FCC Instructional Materials & Supplies	\$ 521,967
RC Instructional Materials & Supplies	\$ 383,170
CCCC Instructional Materials & Supplies	<u>\$ 119,863</u>
Subtotal Restricted Lottery Funds	\$ 1,025,000

The process for establishing campus recommendations is similar to the process utilized on the campuses in recent years, which is a collaborative effort of all constituents.

In FY 2015-2016, based on feedback from the Board of Trustees, a number of changes have been made to the lottery decision packages. The Board of Trustees' budget, which has been included

in the lottery decision packages since FY 2011-2012, has been returned to the general fund; and secondarily, unrestricted decision packages have returned to their core premise supporting one-time innovative projects that support the classroom, using technology to stay competitive, investing in the development of faculty, staff and administration, and supporting innovative strategies to enhance enrollment and access for students.

Recommendation:

It is recommended the Board of Trustees approve the 2015-2016 Lottery Decision Package recommendations, as presented.



STATE CENTER
COMMUNITY COLLEGE DISTRICT

2015-2016

DECISION PACKAGES

Office of the Chancellor

May 5, 2015
Board of Trustees
Meeting

Fresno City College – Reedley College – Clovis Community College Center
Madera Center – Oakhurst Center

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INTRODUCTION

2015-16 LOTTERY/DECISION PACKAGES

In November 1984, the California electorate approved a statewide initiative authorizing a state lottery program. As part of the initiative, 34% of lottery proceeds are to be distributed to all public educational entities in the state, including local school districts, community colleges, and state university systems. Additionally, in March 2000 the California electorate approved Senate Bill 20 (SB 20), which required 50% of any lottery revenue increases from FY 1997-98, be spent on instructional materials. For 2015-16, the amount allocated to be in compliance with SB 20 is \$1,025,000.

The District has utilized the decision package process whereby funds are allocated out of the prior year's proceeds for one-time, non salary expenses in areas such as staff development, equipment, facility improvements, computer hardware and software agreements, and maintenance-related projects. By allocating resources from the prior year's revenues, the district is able to withstand variances in lottery collections without overspending its budget. Utilizing this process has allowed the district to enhance programmatic offerings to meet the needs of students and has provided a funding source for minor facility improvements and equipment purchases primarily for the expanding need for current technology and programs.

The District projects \$4.375 million of lottery revenue for FY 2014-15, which is comprised of \$3.4 million of unrestricted lottery and \$975,000 of restricted lottery (SB 20) revenues respectively. Starting in FY 2014-15, lottery decision packages began reducing their support of general fund supplies and materials. In FY 2015-16, based on feedback from the Board of Trustees, a number of changes have been made to the lottery decision packages. The Board of Trustees budget which has been included in the lottery decision packages since FY 2011-12 has been returned to the general fund. And secondarily, unrestricted decision packages have returned to their core premise supporting one-time innovative projects that support the classroom, using technology to stay competitive, investing in the development of faculty, staff and administration, and supporting innovative strategies to enhance enrollment and access for students.

In addition to the use of lottery revenues earned in 2014-15, staff is recommending the use of lottery reserves. These reserves were generated from the accumulation of unspent prior year lottery funds and favorable adjustments to lottery revenues in prior years. Therefore, lottery packages for FY 2015-16 include \$420,000 of unrestricted and \$50,000 of restricted lottery reserves.

In establishing the FY 2015-16 decision package projects and recommendations, the interim chancellor called for the development of proposals from each college/center and the district office. The proposals were approved through processes at each location with input by various employee groups and site representatives.

The attached decision package is presented to reflect the proposed FY 2015-16 lottery allocation of \$4.845 million to meet the educational needs of the district and includes the FY 2014-15 revenue projection of \$4.375 million plus the use of \$470,000 of lottery reserves.

**SUMMARY
2015-2016 DECISION PACKAGES
LOTTERY FUNDING**

Unrestricted Lottery Funds

District

Employee Recognition Program	\$20,000	
Executive Recruitment	100,000	
Improve Part-Time Faculty Recruitment and the Classification Study Process	82,000	
Staff Development and Training	125,000	
International Education	22,000	
Payroll Timekeeping System	36,700	
Districtwide Information Campaign	198,650	
District Operations Non-Instructional Equipment	351,600	
Districtwide Safety and Hazardous Materials Program	60,000	
Video Conferencing Equipment and Software Upgrades	52,000	
Ellucian, Microsoft, and Adobe Software Licenses	454,670	
Implementation of Electronic Requisitions	39,500	
IS Consulting Services	<u>48,500</u>	
		\$1,590,620

Fresno City College

Enrollment Enhancement Activities	\$75,000	
Equipment and Supplies	136,400	
Facilities Improvements	370,453	
Speakers Forum	30,000	
Staff Development	120,000	
Technology	<u>484,167</u>	
		\$1,216,020

Reedley College (RC, MC, and Oakhurst)

Enrollment and Student Access	\$43,500	
Staff Development/Speakers Series	75,660	
Technology	<u>566,077</u>	
		\$685,237

Clovis Community College Center

Instructional Equipment/Software	\$40,391	
Outreach, School Relations	70,500	
Staff Development and Training	23,500	
Student Activities, Co-Curricular	29,200	
Technology	<u>164,532</u>	
		\$328,123

Senate Bill 20 (Prop 20) Restricted Lottery Funds

FCC Instructional Materials & Supplies	521,967	
RC Instructional Materials & Supplies	383,170	
CCCC Instructional Materials & Supplies	<u>119,863</u>	
		<u>\$1,025,000</u>

TOTAL 2015-16 DECISION PACKAGES

\$4,845,000

DISTRICT

**STATE CENTER COMMUNITY COLLEGE DISTRICT
Fiscal Year 2015-16**

DECISION PACKAGE

Title: Employee Recognition Program Location: District Office

Prepared By: Diane Clerou

DISTRICT/COLLEGE/CENTER GOAL(S)

District Strategic Plan No. 6

PROPOSED BUDGET DETAIL:

<u>Major Object</u>	<u>2015-16</u>
94000	\$ 15,000
95000	<u>\$ 5,000</u>
TOTAL	<u>\$ 20,000</u>

PROPOSED PROJECT DESCRIPTION:

The goal of this proposal is to recognize and celebrate employees' years of service and honor current year retirees.

OBJECTIVES TO BE ACHIEVED:

- | | |
|--|-------------------------|
| 1. Awards
Purchase milestone anniversary awards as well as awards for retirees. | \$ 15,000 |
| 2. Hosting
Provide appetizers at all three awards ceremonies | \$ 5,000 |
| TOTAL: | <u>\$ 20,000</u> |

**STATE CENTER COMMUNITY COLLEGE DISTRICT
Fiscal Year 2015-16**

DECISION PACKAGE

Title: Executive Recruitment Location: District Office

Prepared By: Diane Clerou

DISTRICT/COLLEGE/CENTER GOAL(S)

District Strategic Plan No. 6

PROPOSED BUDGET DETAIL:

<u>Major Object</u>	<u>2015-16</u>
93000	\$ 40,000
95000	<u>\$ 60,000</u>
TOTAL	<u>\$ 100,000</u>

PROPOSED PROJECT DESCRIPTION:

During the 2015-16 fiscal year, the State Center Community College District will recruit for at least two executive-level positions, Chancellor and Vice Chancellor of Human Resources.

OBJECTIVES TO BE ACHIEVED:

1. The primary focus is to coordinate the executive recruitments for the Chancellor and Vice Chancellor of Human Resources in an effort to attract the most qualified candidates for the two positions.

**STATE CENTER COMMUNITY COLLEGE DISTRICT
Fiscal Year 2015-16**

DECISION PACKAGE

Title: Improve Part-Time Faculty Recruitment and the Classification Study Process
Location: District Office
Prepared By: Diane Clerou

DISTRICT/COLLEGE/CENTER GOAL(S)

District Strategic Plan Nos. 2.3 and 6.5

PROPOSED BUDGET DETAIL:

<u>Major Object</u>	<u>2015-16</u>
92000	
93000	
TOTAL	<u>\$ 82,000</u>

PROPOSED PROJECT DESCRIPTION:

Accreditation Standard III.A.1. indicates “The institution assures the integrity and quality of its programs and services by employing personnel who are qualified by appropriate education, training, and experience to provide and support these programs and services.” To support this standard, HR recommends an innovative and dramatic **change to the current part-time faculty hiring process**. This would be a one-year pilot program to ensure it is the right direction and provides the desired efficiencies and effectiveness.

Historically, the hiring of part-time faculty has been the responsibility of the campus departments who have done the recruiting, collecting of applications and related documents, and minimum qualifications paper screening of all part-time faculty applications. Centralizing these functions became an option when HR purchased PeopleAdmin, a software program. This software and changes in internal processes will provide the campuses with a sufficient number of high-quality part-time faculty to meet the increased student growth needs of the district.

The new PeopleAdmin applicant portal for part-time faculty positions allows HR:

- To post job announcements
- To collect applicant documents
- Post hundreds of part-time faculty positions for fall, spring, summer and intersessions
- Process thousands of applications
- Provide customer service to part-time job seekers including technical support
- Prescreen these applications for minimum qualifications

Decision Package – Cont.

Improve Part-Time Faculty Recruitment and the Classification Study Process

The HR department will use the PeopleAdmin system to collect part-time academic applications online. This means HR will post generic or specific job announcements for part-time positions. When posted, HR will grant access to academic administrators for their review of the applications. HR will also be responsible for handling the job postings and assigning permission to the administrators so they can access the confidential information online.

The **second one-year HR project is intended to improve the efficiency of the current full classification study.** HR works with Personnel Commission staff, managers and employees to create classification specifications that accurately reflect each position. This requires the review of approximately 140 classification questionnaires and writing duties for about 250 classification specifications. The process is labor and time intensive as it involves analyzing the information obtained from the managers, employees and Commission; following up with managers to ensure review of questionnaires; organizing meetings with District administration, management, human resources, employees and the personnel commission; obtaining job descriptions from other community colleges and like agencies in the central valley; comparing/analyzing the duties, knowledge, skills and abilities to our new classifications, and conducting salary surveys.

ACTION REQUIRED: Approve **two one-year pilot programs** to allow HR to enhance its current part-time faculty hiring process and improve the classification study process.

TIMELINE: HR will centralize this new part-time faculty hiring process for Fall 2015 and will begin immediately to revise the classification study process.

OBJECTIVES TO BE ACHIEVED:

1. Advertise, recruit, and screen for minimum qualifications to ensure part-time faculty pools contain qualified applicants.
2. Improve the classification study process.

**STATE CENTER COMMUNITY COLLEGE DISTRICT
Fiscal Year 2015-16**

DECISION PACKAGE

Title: Staff Development and Training Location: District Office

Prepared By: Diane Clerou

DISTRICT/COLLEGE/CENTER GOAL(S)

District Strategic Plan No. 6

PROPOSED BUDGET DETAIL:

<u>Major Object</u>	<u>2015-16</u>
94000	\$ 3,000
95000	<u>\$ 122,000</u>
TOTAL	<u>\$ 125,000</u>

PROPOSED PROJECT DESCRIPTION:

The goal of this proposal is to focus on the professional development of faculty, classified, confidential and management staff with particular emphasis on “growing our own” district leaders.

The primary focus is to implement a leadership program designed to prepare employees for future district leadership roles to ensure the health and stability of the district. Additional focus is to facilitate opportunities for professional growth for district office and district operations employees.

OBJECTIVES TO BE ACHIEVED:

- | | |
|--|--------------------------|
| 1. Supplies
Books, binders, certificates and supplies for participants | \$ 3,000 |
| 2. In-Service Training
Facilitate leadership development related to both specific needs of
the district and general professional growth. | \$ 122,000 |
| TOTAL: | <u>\$ 125,000</u> |

**STATE CENTER COMMUNITY COLLEGE DISTRICT
Fiscal Year 2015-16**

DECISION PACKAGE

Title: International Education Location: Herndon Campus
Prepared By: Dr. Margaret Hiebert, SCCCD Coordinator of International Education

DISTRICT/COLLEGE/CENTER GOAL(S)

District Strategic Plan No. 1.5, 2.2, 2.3, 3.5, 4.1, 4.4, 5.3, 5.4, 6.5, 7.2

PROPOSED BUDGET DETAIL:

<u>Major Object</u>	<u>2015-16</u>
92000	\$ 10,500
93000	2,500
95000	<u>\$ 9,000</u>
TOTAL	<u>\$ 22,000</u>

PROPOSED PROJECT DESCRIPTION:

The SCCCD International Education program is engaging in a focused, innovative new direction by pursuing new partnerships and programs with colleges in Asia. The goal of this proposal is to grow our district international education program, including organizing international education activities, supporting staff development activities to internationalize curriculum, and participating in international education activities and conferences. The primary focus is to recruit more international students from Asia and offer them better services. By growing this facet of our program, we can use the international student fees and tuition to create a sustainable budget for international education for all district students. We will attend a summit of U.S. and Asian community colleges. We plan to partner with Asian countries' community college-type institutions to build student mobility programs to/from U.S. community colleges (study abroad, exchange, articulated programs), etc. Asian countries being considered include Japan, China, Korea, Vietnam, India, Thailand and Indonesia. We also plan to share perspectives from the Pacific region through the Pacific Post-Secondary Education Council (PPEC) and the East West Center (EWC). Our major focus is to build program-specific, sustainable partnerships with trading partner countries' community colleges.

OBJECTIVES TO BE ACHIEVED:

1. organizing international education activities on every campus \$ 1,000
2. supporting staff development activities to internationalize curriculum \$ 13,000
3. participating in international education activities and conferences \$ 3,500
4. recruiting more international students and offering them better services \$ 4,500

TOTAL: \$ 22,000

STATE CENTER COMMUNITY COLLEGE DISTRICT
Fiscal Year 2015-16

DECISION PACKAGE

Title: Payroll Timekeeping System Location: District Office

Prepared By: Glynnna Billings

DISTRICT/COLLEGE/CENTER GOAL(S)

District Strategic Plan No. 7

PROPOSED BUDGET DETAIL:

<u>Major Object</u>	<u>2015-16</u>
95000	\$ 35,000
96000	\$ 1,700
TOTAL	<u>\$ 36,700</u>

PROPOSED PROJECT DESCRIPTION:

The goal of this proposal is to significantly improve the timekeeping function in order to provide districtwide efficiencies and accuracy of time worked for Affordable Care Act (ACA) reporting. The initial phase would include all student workers and temporary hourly employees.

The primary focus is to provide accurate payroll data, eliminate manual timesheets and data entry, manage the ACA reporting requirements, and allow management to make proactive decisions to avoid large ACA penalties. The timekeeping system will integrate with Ellucian with minimal support from the District's Information Systems department. Automating the timekeeping process will provide cost savings and operational efficiencies to the District.

OBJECTIVES TO BE ACHIEVED:

1. Purchase Timekeeping System \$ 36,700
Purchase timekeeping software, user licenses (850), and (1) time clock to replace existing equipment. The price includes first year annual support. Ongoing support is optional.

**STATE CENTER COMMUNITY COLLEGE DISTRICT
Fiscal Year 2015-16**

DECISION PACKAGE

Title: Districtwide Information Campaign Location: District Office

Prepared By: Lucy Ruiz

DISTRICT/COLLEGE/CENTER GOAL(S)

District Strategic Plan No. 5

PROPOSED BUDGET DETAIL:

<u>Major Object</u>	<u>2015-16</u>
95000	\$ 198,650
TOTAL	<u>\$ 198,650</u>

PROPOSED PROJECT DESCRIPTION:

Marketing is critical to the success of State Center Community College District (SCCCD). The District's marketing efforts will include a strategic information campaign that will be two-fold. The information campaign seeks to increase community awareness of the opportunities SCCC provides and the facility needs of the District. It is essential that the District communicate this information to a broad and diverse district with innovative technology. Additionally, the District will communicate its success stories both internally and externally in preparation for a potential bond measure.

OBJECTIVES TO BE ACHIEVED:

The goal of this proposal is to provide community awareness of the high-quality, innovative educational programs and student support services that SCCC offers for those seeking an associate degree, university transfer and/or career technical education. Additionally, the District's goal is to increase community awareness of the facility needs of the District.

**STATE CENTER COMMUNITY COLLEGE DISTRICT
Fiscal Year 2015-16**

DECISION PACKAGE

Title: District Operations Non-Instructional Equipment Location: District Operations

Prepared By: Christine Miktarian

DISTRICT/COLLEGE/CENTER GOAL(S)

District Strategic Plan No. 6.5

PROPOSED BUDGET DETAIL:

<u>Major Object</u>	<u>2015-16</u>
96000	\$ 351,600
TOTAL	<u>\$ 351,600</u>

PROPOSED PROJECT DESCRIPTION:

The State Center Community College District Operations Department is committed to meeting the facilities and safety needs of the district through the use of innovative tools and equipment. The goal and primary focus of this proposal is to fund equipment that uses forward-thinking initiatives, through the use of technology, to enable employees to work smarter and more effectively while ensuring student and employee safety. This proposal will fund technology and advanced safety improvements that will provide the district and its students with more effective communication tools and systems through advanced operation of the police dispatch system, advanced hazardous chemicals software, as well as police and office support. District vehicle replacement is imperative to ensure officer and employee safety, with improved safety features and operating functions. Moreover, the upgraded vehicles will lower emissions, are more fuel efficient, and require less maintenance. Lastly, as District facilities and infrastructure modernize, the use of advanced diagnostic instrumentation, equipment, and tools are essential to ensuring effective, safe work practices while successfully managing environmental and regulatory challenges. This proposal will ensure State Center Community College District's staff is equipped to maintain our facilities with the use of equipment and tools that will reduce environmental impacts, meet or exceed regulations, lower water use, and work more efficiently and effectively while anticipating and planning for operational considerations.

OBJECTIVES TO BE ACHIEVED:

1. Technology and advanced safety improvements	\$ 48,600
2. Vehicle upgrades to ensure employee and officer safety	\$ 117,000
3. Advanced diagnostic instrumentation, equipment, & tools	\$ 186,000
TOTAL:	<u>\$ 351,600</u>

STATE CENTER COMMUNITY COLLEGE DISTRICT
Fiscal Year 2015-16

DECISION PACKAGE

Title: Districtwide Safety and Hazardous Materials Program Location: District Operations

Prepared By: Christine Miktarian

DISTRICT/COLLEGE/CENTER GOAL(S):

District Strategic Plan Goal No. 6.5

PROPOSED BUDGET DETAIL:

<u>Major Object</u>	<u>2015-16</u>
94000	\$ 15,000
95000	\$ 30,000
96000	\$ 15,000
TOTAL	\$ <u>60,000</u>

PROPOSED PROJECT DESCRIPTION:

The State Center Community College District Hazardous Materials Program is committed to student and employee safety through the identification of progressive measures to ensure compliance of fire, access, hazardous materials, and safety regulations. The goal of this proposal is to improve visibility for fire and life safety, improve student and employee injury prevention practices, ensure the prevention of hazardous materials contamination, and prevent property contamination through source reduction and consolidation practices. Additionally, through this proposal, the districtwide Emergency Response Plan will be unified for comprehensive, command support services. This proposal will enhance the safety program for the reduction of student and employee injuries by anticipating, recognizing, and controlling hazards through safe working practices.

OBJECTIVES TO BE ACHIEVED:

1. Fire & Life Safety systems and personal protection improvements	\$ 15,000
2. Employee and student injury prevention program enhancements	\$ 25,000
3. Progressive development to the Hazardous Materials Management program	\$ 15,000
4. Emergency Response Plan command support services	\$ 5,000
TOTAL:	\$ <u>60,000</u>

**STATE CENTER COMMUNITY COLLEGE DISTRICT
Fiscal Year 2015-16**

DECISION PACKAGE

Title: Video Conferencing Equipment and Software Upgrades Location: District Office

Prepared By: Pedro Avila

DISTRICT/COLLEGE/CENTER GOAL(S)

District Strategic Plan Nos. 2 and 5

PROPOSED BUDGET DETAIL:

<u>Major Object</u>	<u>2015-16</u>
95000	\$ 52,000
TOTAL	<u>\$ 52,000</u>

PROPOSED PROJECT DESCRIPTION:

The purpose of this proposal is to upgrade the video equipment and software for video conferencing rooms. This will include upgrading video codecs and speaker systems.

The primary focus is to enhance the video conferencing technology to improve the quality of picture and sound.

OBJECTIVES TO BE ACHIEVED:

1. Video/Audio Upgrades \$ 52,000

**STATE CENTER COMMUNITY COLLEGE DISTRICT
Fiscal Year 2015-16**

DECISION PACKAGE

Title: Ellucian, Microsoft, and Adobe Software Licenses Location: District Office

Prepared By: Pedro Avila

DISTRICT/COLLEGE/CENTER GOAL(S)

District Strategic Plan Nos. 2 and 5

PROPOSED BUDGET DETAIL:

<u>Major Object</u>	<u>2015-16</u>
95000	\$ 454,670
TOTAL	<u>\$ 454,670</u>

PROPOSED PROJECT DESCRIPTION:

The goal of this proposal is to provide for the current and ongoing software needs of the District's primary information system, Ellucian (previously known as "Datatel"). Also, included are license fees for Microsoft, and Adobe software products.

OBJECTIVES TO BE ACHIEVED:

1. Licensing and maintenance \$ 454,670
 Ensure continued manufacturer licensing and maintenance support.

**STATE CENTER COMMUNITY COLLEGE DISTRICT
Fiscal Year 2015-16**

DECISION PACKAGE

Title: Implementation of Electronic Requisitions Location: District Office

Prepared By: Pedro Avila

DISTRICT/COLLEGE/CENTER GOAL(S)

District Strategic Plan Nos. 2 and 5

PROPOSED BUDGET DETAIL:

<u>Major Object</u>	<u>2015-16</u>
95000	\$ 39,500
TOTAL	<u>\$ 39,500</u>

PROPOSED PROJECT DESCRIPTION:

The purpose of this proposal is to acquire software for the district to implement a new electronic requisitions system. The electronic system will eliminate the current paper process and provide a more efficient way to review and approve requisitions districtwide.

OBJECTIVES TO BE ACHIEVED:

1. Implementation of Electronic Requisitions \$ 39,500

**STATE CENTER COMMUNITY COLLEGE DISTRICT
Fiscal Year 2015-16**

DECISION PACKAGE

Title: IS Consulting Services Location: District Office

Prepared By: Pedro Avila

DISTRICT/COLLEGE/CENTER GOAL(S)

District Strategic Plan Nos. 2 and 5

PROPOSED BUDGET DETAIL:

<u>Major Object</u>	<u>2015-16</u>
95000	\$ 48,500
TOTAL	<u>\$ 48,500</u>

PROPOSED PROJECT DESCRIPTION:

The IS department will be engaging in a number of innovative projects that include the implementation of a portal, student electronic educational plans, and continued enhancements to our Enterprise System (Ellucian/Datatel). There will be a need to hire external consulting services to assist with the implementation and integration of these projects.

OBJECTIVES TO BE ACHIEVED:

1. IS Consulting Services \$ 48,500

FRESNO CITY COLLEGE

**STATE CENTER COMMUNITY COLLEGE DISTRICT
Fiscal Year 2015-16**

DECISION PACKAGE

Title: Enrollment Enhancement Activities Location: Fresno City College

Prepared By: Tony Cantu

DISTRICT/COLLEGE/CENTER GOAL(S):

District Strategic Plan Goal No. 2.3; Fresno City College Strategic Plan Goal No. 6.2

PROPOSED BUDGET DETAIL:

<u>Major Object</u>	<u>2015-16</u>
95000	\$ 75,000
TOTAL	<u>\$ 75,000</u>

PROPOSED PROJECT DESCRIPTION:

The goal of the Enrollment Enhancement Activities project is to develop and brand FCC presence to current and potential students. This will include a social media plan, a video campaign for the college website (an example can be located on the FCC website on the bottom of the front page: FCC Weekly Update or the following link https://www.youtube.com/channel/UCSH0k1XtfIijLcC_v7kN7eA).

These activities will also support community outreach efforts through college publications targeted to increase the participation to students in our underserved communities.

OBJECTIVES TO BE ACHIEVED:

1. Develop and deliver multiple campaigns to enhance student engagement and recruitment activities. \$ 75,000

**STATE CENTER COMMUNITY COLLEGE DISTRICT
Fiscal Year 2015-16**

DECISION PACKAGE

Title: Equipment and Supplies Location: Fresno City College

Prepared By: Dr. Tim Woods

DISTRICT/COLLEGE/CENTER GOAL(S):

District Strategic Plan Goal No. 3.5; Fresno City College Strategic Plan Goal No. 3

PROPOSED BUDGET DETAIL:

<u>Major Object</u>	<u>2015-16</u>
96000	\$ 136,400
TOTAL	<u>\$ 136,400</u>

PROPOSED PROJECT DESCRIPTION:

The goal of this proposal is to enhance instructional equipment and supplies.

OBJECTIVES TO BE ACHIEVED:

1. Instructional Equipment and Supplies \$ 136,400
 - Gas Ceramic Kiln
This kiln will replace old and outdated instructional equipment. This project also increases the number of kilns available which will increase the section capacity for the ceramics courses.
 - Physics Lab Equipment
The project includes equipment and minor facilities upgrades that will bring the Physics labs up-to-date with current industry, educational, and safety standards.

**STATE CENTER COMMUNITY COLLEGE DISTRICT
Fiscal Year 2015-16**

DECISION PACKAGE

Title: Facilities Improvements Location: Fresno City College

Prepared By: Cheryl Sullivan

DISTRICT/COLLEGE/CENTER GOAL(S):

District Strategic Plan Goal No. 6.3; Fresno City College Strategic Plan Goal Nos. 7.5, 8.2

PROPOSED BUDGET DETAIL:

<u>Major Object</u>	<u>2015-16</u>
96000	\$ 370,453
TOTAL	<u>\$ 370,453</u>

PROPOSED PROJECT DESCRIPTION:

The goal of this proposal is to address safety issues as well as maintain campus facilities to provide a safe environment for students, staff and the community.

OBJECTIVES TO BE ACHIEVED:

1. Provide a safe learning environment.
2. Maintain the integrity of campus facilities.

Decision Package – Cont.
 Facilities Improvements

1.	Bike Rack Improvement	\$ 40,000
	This project will allow for installation of additional bike racks and replacement of existing racks in order to better secure student and staff property.	
2.	College Chair Replacement Plan	\$ 44,000
	This project addresses replacement of staff chairs based on prioritized needs. Due to the poor condition of many staff chairs this is a health concern for the campus.	
3.	Office Upgrades	\$ 33,000
	This project addresses upgrading of staff offices based on prioritized needs. The facilities conditions are evaluated each year. Many staff offices have not been updated in more than 20 or more years and need to be brought to current ADA standards.	
4.	Student Access Web Room Expansion	\$ 229,456
	This project includes enlarging the Web Room current space, providing new furniture, computers, carpet and paint. The expanded space will provide additional access for students to self-apply, register and request transcripts.	
5.	Safety & Security – Alarms & Cameras	\$ 23,997
	This project will enhance the safety and security for students, staff and the community by investing in additional alarm systems, and cameras with newer and more reliable technologies and other safety measures.	
TOTAL		<u>\$ 370,453</u>

**STATE CENTER COMMUNITY COLLEGE DISTRICT
Fiscal Year 2015-16**

DECISION PACKAGE

Title: Speakers Forum Location: Fresno City College

Prepared By: Tony Cantu

DISTRICT/COLLEGE/CENTER GOAL(S):

District Strategic Plan Goal No.1.5; Fresno City College Strategic Plan Goal No. 1.6

PROPOSED BUDGET DETAIL:

<u>Major Object</u>	<u>2015-16</u>
95000	\$ 30,000
TOTAL	<u>\$ 30,000</u>

PROPOSED PROJECT DESCRIPTION:

The goal of the Speakers Forum Series is to provide a unique educational experience for both our students and the community at large. The format changes with the nature of the topic, the invited speaker, and potential community interest. Some speakers are scheduled so that their topics coincide with an activity on campus, and they may spend a day on campus meeting with faculty, staff and students. Others are invited because the topic is of general interest to the community at large.

OBJECTIVES TO BE ACHIEVED:

1. To enrich the educational experience for our students and members of the community by exposing them to a variety of topics and world renown speakers who share their expertise and life experiences. \$ 30,000

**STATE CENTER COMMUNITY COLLEGE DISTRICT
Fiscal Year 2015-16**

DECISION PACKAGE

Title: Staff Development Location: Fresno City College

Prepared By: Tim Woods

DISTRICT/COLLEGE/CENTER GOAL(S):

District Strategic Plan Goal No.3.5; Fresno City College Strategic Plan Goal No. 3.1

PROPOSED BUDGET DETAIL:

<u>Major Object</u>	<u>2015-16</u>
95000	\$ 120,000
TOTAL	<u>\$ 120,000</u>

PROPOSED PROJECT DESCRIPTION:

The goal of this proposal is to provide professional development opportunities for faculty, staff, and administrators. These may include conference attendance, guest speakers, technology training, leadership development, and flex activities.

The primary focus of these activities is to strengthen classroom instruction, increase the use of instructional technology, not only in the delivery of instruction and student support services but also across all college units, provide opportunities for leadership career development, and assist in the implementation of the college strategic plan.

OBJECTIVES TO BE ACHIEVED:

1. Professional Development and Training \$ 120,000

This proposal supports professional development for faculty, classified professionals, and administrators to include leadership, management and teamwork training, accreditation workshops, research and planning, student learning outcomes, matriculation, current and advanced technology workshops, and faculty flex activities to provide faculty with the latest teaching pedagogies and promote student success.

**STATE CENTER COMMUNITY COLLEGE DISTRICT
Fiscal Year 2015-16**

DECISION PACKAGE

Title: Technology Location: Fresno City College

Prepared By: Don Lopez

DISTRICT/COLLEGE/CENTER GOAL(S):

District Strategic Plan Goal No.3; Fresno City College Strategic Plan Goal No. 3

PROPOSED BUDGET DETAIL:

<u>Major Object</u>	<u>2015-16</u>
95000	\$ 484,167
TOTAL	<u>\$ 484,167</u>

PROPOSED PROJECT DESCRIPTION:

The goal of this proposal provides for current and ongoing software needs.

OBJECTIVES TO BE ACHIEVED:

- | | |
|---|------------|
| 1. Software Purchases | \$ 484,167 |
| Microsoft Campus Agreement | |
| Sophos Antivirus | |
| CurricUNET | |
| Hershey Imaging | |
| Blackboard | |
| Adobe | |
| Various Instructional Division Software | |
| Various Non-Instructional Software | |
| Advocate Software – Student Records | |

**REEDLEY COLLEGE/MADERA CENTER/
OAKHURST**

STATE CENTER COMMUNITY COLLEGE DISTRICT
Fiscal Year 2015-16

DECISION PACKAGE

Title: Enrollment and Student Access Location: Reedley, Madera, Oakhurst

Prepared By: Reedley College Budget Committee

DISTRICT/COLLEGE/CENTER GOAL(S)

District Strategic Plan Goals No. 1.2, 1.5, 2.3, 3.5, 5.3, 6.5 ; Reedley College Strategic Plan Goals No. 1.3, 2.2, 2.3, 5.2, 6.2, 6.3, 6.4

PROPOSED BUDGET DETAIL:

<u>Major Object</u>	<u>2015-16</u>
94000	\$ 8,000
95000	<u>\$ 35,500</u>
TOTAL	<u>\$ 43,500</u>

PROPOSED PROJECT DESCRIPTION:

The goal of this proposal is to facilitate persistence of our students and enhance enrollments through community engagement and outreach events. This will allow for the college and the centers to actively recruit faculty to ensure student access and success.

The primary focus of these activities is to support excellence in teaching and learning, and to enhance student enrollment and retention.

OBJECTIVES TO BE ACHIEVED:

1. Enrollment Enhancement		\$ 10,000
a. Reedley	\$2,000	
b. Madera	\$8,000	
2. Student Access		\$ 33,500
a. Reedley	\$18,500	
b. Madera	\$15,000	
	TOTAL:	<u>\$ 43,500</u>

Decision Package – Page 2
Instructional Materials & Supplies (Prop 20 Compliance)

4. Instructional Software License Renewal		\$ 95,600
a. Reedley	\$ 78,100	
b. Madera	\$ 12,500	
c. Oakhurst	\$ 5,000	
5. Online Tutorial – Reedley, Madera, Oakhurst		\$ 40,000
6. Library Books, Periodicals, and Online Databases		\$ 203,000
a. Reedley	\$ 158,000	
b. Madera	\$ 45,000	
	TOTAL:	<u>\$ 383,170</u>

**STATE CENTER COMMUNITY COLLEGE DISTRICT
Fiscal Year 2015-16**

DECISION PACKAGE

Title: Staff Development/Speakers Series Location: Reedley, Madera, Oakhurst
Prepared By: Reedley College Budget Committee

DISTRICT/COLLEGE/CENTER GOAL(S)

District Strategic Plan Goal No. 3.5; Reedley College Strategic Plan Goal No. 3.3, 5.2

PROPOSED BUDGET DETAIL:

<u>Major Object</u>	<u>2015-16</u>
95000	\$ 75,660
TOTAL	<u>\$ 75,660</u>

PROPOSED PROJECT DESCRIPTION:

The goal of this proposal is to provide professional development opportunities for faculty, administration, and staff. This proposal funds Academic Senate for all required plenary and curriculum development. Classified Senate for their annual Classified Leadership Conference. Additional this proposal will provide fund for the Speakers Series, which will allow the college and centers to invite motivational and culturally diverse speakers to our campuses for the benefit our staff and students.

The primary focus of these activities is to support excellence in teaching and learning, foster innovation, and provide career development opportunities for administration and staff, to assist in the implementation of the district and college strategic plan. The speaker’s series will allow the campuses to expose our students to diversity outside of our rural community.

OBJECTIVES TO BE ACHIEVED:

1. Staff Development		\$ 62,660
a. Staff Development – Reedley	\$ 40,000	
b. Academic Senate	\$ 8,000	
c. Classified Senate	\$ 1,660	
d. Staff Development – Madera	\$ 13,000	
2. Speaker’s Series		\$ 13,000
a. Reedley	\$ 10,000	
b. Madera	\$ 3,000	
	TOTAL:	<u>\$ 75,660</u>

**STATE CENTER COMMUNITY COLLEGE DISTRICT
Fiscal Year 2015-16**

DECISION PACKAGE

Title: Technology Location: Reedley, Madera, Oakhurst
Prepared By: Reedley College Budget Committee

DISTRICT/COLLEGE/CENTER GOAL(S)

District Strategic Plan Goals No. 2.2, 2.3, 3.3, 3.5, 6.2; Reedley College Strategic Plan Goal No. 2.2, 4.2, 5.2, 5.6, 6.3

PROPOSED BUDGET DETAIL:

<u>Major Object</u>	<u>2015-16</u>
95000	\$ 237,600
96000	<u>\$ 328,477</u>
TOTAL	<u>\$ 566,077</u>

PROPOSED PROJECT DESCRIPTION:

The goal of this proposal is to enhance instructional and non-instructional computer hardware and software based on the college’s five year technology replacement plan. This will allow the college and centers to acquire state of the art technology to stay current with industry partners and be competitive in the global economy.

The primary focus of these activities is to utilize, improve and maintain technology support academic success and to support distance education as well as assisting in the implementation of the district and college strategic plan.

OBJECTIVES TO BE ACHIEVED:

1. Technology Package – Reedley	\$ 326,235
a. Software	\$ 182,600
b. Equipment	\$ 143,635
2. Technology Package – Madera	\$ 188,177
a. Software	\$ 40,000
b. Equipment	\$ 148,177
3. Technology Package - Oakhurst	\$ 51,665
a. Software	\$ 15,000
b. Equipment	\$ 36,665
TOTAL:	<u>\$ 566,077</u>

CLOVIS COMMUNITY COLLEGE CENTER

**STATE CENTER COMMUNITY COLLEGE DISTRICT
Fiscal Year 2015-16**

DECISION PACKAGE

Title: Instructional Equipment/Software Location: CCCC

Prepared By: Kelly Fowler

DISTRICT/COLLEGE/CENTER GOAL(S)

District Strategic Plan Nos. 1, 2 and 3

PROPOSED BUDGET DETAIL:

<u>Major Object</u>	<u>2015-16</u>
94000	\$ 15,461
95000	\$ 20,361
96000	\$ 4,569
TOTAL	<u>\$ 40,391</u>

PROPOSED PROJECT DESCRIPTION:

The goal of this proposal is to enhance classroom license agreements for instructional programs at Clovis Community College Center, i.e., music licensing. Equipment and supplies will be purchased for physical education and chemistry labs at Clovis Community College Center. Maintenance and upkeep for general science, engineering and physics labs will be funded. Registration and student travel for Clovis Community College Center choir competitions will be funded. Framing of student artwork and exhibitions will also be funded.

OBJECTIVES TO BE ACHIEVED:

- | | |
|--|-------------------------|
| 1. Consumable, date sensitive, long-term materials and supplies for 69 lab sections | \$ 11,164 |
| 2. Maintenance and repair for engineering, physics and general science labs; purchase equipment for chemistry lab and physical education; ink cartridges for Epson Stylus Pro 4800 | \$ 23,927 |
| 3. Student participation in instructional competitions | \$ 2,700 |
| 4. Framing of student artwork and exhibitions | \$ 2,600 |
| TOTAL: | <u>\$ 40,391</u> |

**STATE CENTER COMMUNITY COLLEGE DISTRICT
Fiscal Year 2015-16**

DECISION PACKAGE

Title: Outreach, School Relations Location: CCCC

Prepared By: Kelly Fowler / Doris Griffin

DISTRICT/COLLEGE/CENTER GOAL(S)

District Strategic Plan Nos. 1, 2, 3 and 4

PROPOSED BUDGET DETAIL:

<u>Major Object</u>	<u>2015-16</u>
95000	\$ 70,500
TOTAL	<u>\$ 70,500</u>

PROPOSED PROJECT DESCRIPTION:

The goal of this proposal is to purchase materials which will be used to support Clovis Community College Center Registration-to-Go. Materials for promotional items will be updated and replenished. Registration fees for community outreach events, such as Back-to-School night will be funded. Outreach needs, postcard mailers, banners, postage, materials, and promotional items will be purchased to support enrollment management/school relations efforts. Printing class schedules, student forms, and catalogs will also be funded.

OBJECTIVES TO BE ACHIEVED:

1. Enhance student enrollment and access	\$ 60,000
2. Registration fees for community outreach events	\$ 1,000
3. Promotional items for college outreach events	\$ 7,000
4. Printing, postage and advertising that will support enrollment management efforts	\$ 2,500
TOTAL:	<u>\$ 70,500</u>

**STATE CENTER COMMUNITY COLLEGE DISTRICT
Fiscal Year 2015-16**

DECISION PACKAGE

Title: Staff Development and Training Location: CCCC

Prepared By: Kelly Fowler

DISTRICT/COLLEGE/CENTER GOAL(S)

District Strategic Plan Nos. 1 and 5

PROPOSED BUDGET DETAIL:

<u>Major Object</u>	<u>2015-16</u>
95000	\$ 23,500
TOTAL	<u>\$ 23,500</u>

PROPOSED PROJECT DESCRIPTION:

The goal of this proposal is to support full-time and part-time administrative, certificated and classified staff with opportunities to obtain professional development training. The focus is on planning, student learning outcomes, exploring emerging trends and technology, Workforce Development and Basic Skills, in addition to remaining current in subject information in order to improve the instructional and student support programs.

OBJECTIVES TO BE ACHIEVED:

1. Academic Senate Plenary Sessions and Leadership Institute	\$ 6,600
2. Student Learning Outcomes Institute	\$ 400
3. Curriculum Institute	\$ 4,000
4. Conference/Internet Librarian CCL Bi-annual Workshops	\$ 1,500
5. Duty Day in-service materials, food, and stipends	\$ 6,000
6. Part-time faculty assessment, program review and strategies	\$ 5,000
TOTAL:	<u>\$ 23,500</u>

**STATE CENTER COMMUNITY COLLEGE DISTRICT
Fiscal Year 2015-16**

DECISION PACKAGE

Title: Student Activities, Co-Curricular Location: CCCC

Prepared By: Kelly Fowler / Doris Griffin

DISTRICT/COLLEGE/CENTER GOAL(S)

District Strategic Plan Nos. 1, 2, 3, 4 and 5

PROPOSED BUDGET DETAIL:

<u>Major Object</u>	<u>2015-16</u>
94000	\$ 22,300
95000	\$ 6,900
TOTAL	<u>\$ 29,200</u>

PROPOSED PROJECT DESCRIPTION:

The goal of this proposal is to support the operational expenses for student programs and activities at the Clovis Community College Center, such as Roctoberfest, the Clovis Community College Center Scholarship reception, and Alpha Gamma Sigma Honor Society activities. Student literary and art review for Clovis Community College Center will also be funded.

OBJECTIVES TO BE ACHIEVED:

- | | |
|--|-------------------------|
| 1. Provide cultural events, programs and activities to students of the Community and enhance student learning; integrate curriculum with with co-curricular activities | \$ 23,300 |
| 2. Showcase student art and literary works in literary review publication | \$ 3,500 |
| 3. Provide opportunities to participate in Alpha Gamma Sigma | \$ 2,400 |
| TOTAL: | <u>\$ 29,200</u> |

**STATE CENTER COMMUNITY COLLEGE DISTRICT
Fiscal Year 2015-16**

DECISION PACKAGE

Title: Technology Location: CCCC

Prepared By: Kelly Fowler / Gary Sakaguchi

DISTRICT/COLLEGE/CENTER GOAL(S)

District Strategic Plan Nos. 1, 2, 3, and 4

PROPOSED BUDGET DETAIL:

<u>Major Object</u>	<u>2015-16</u>
95000	\$ 164,532
TOTAL	<u>\$ 164,532</u>

PROPOSED PROJECT DESCRIPTION:

The goal of this proposal is to fund technology upgrades at the Clovis Community College Center including software and license agreements. These funds will allow for the necessary upgrades to enable our students and faculty to stay current with state-of-the-art instruction.

OBJECTIVES TO BE ACHIEVED:

1. Software licenses	\$ 110,250
2. Library equipment contracts, 3M, iTeam, Ray Morgan, OCLC WMS	\$ 52,032
3. Wild Divine Software & Hardware	\$ 2,250
TOTAL:	<u>\$ 164,532</u>

**SENATE BILL (PROP 20)
RESTRICTED LOTTERY FUNDS**

**STATE CENTER COMMUNITY COLLEGE DISTRICT
Fiscal Year 2015-16**

DECISION PACKAGE

Title: Instructional Materials & Supplies Location: Fresno City College

Prepared By: Don Lopez & Dr. Tim Woods

DISTRICT/COLLEGE/CENTER GOAL(S):

District Strategic Plan Goal No 3.5; Fresno City College Strategic Plan Goal No. 3

PROPOSED BUDGET DETAIL:

<u>Major Object</u>	<u>2015-16</u>
94000	\$ 24,000
95000	422,967
96000	<u>75,000</u>
TOTAL	<u>\$ 521,967</u>

PROPOSED PROJECT DESCRIPTION:

The goal of this proposal is to improve and increase the currency, quality and depth of the library's materials collections. Funds will also be used for instructional supplies needed in classrooms, and tutorial and library computer labs. Software licenses for electronic database subscriptions and classroom delivery are also part of this project.

OBJECTIVES TO BE ACHIEVED:

1. Instructional Supplies \$ 24,000

Enhance instructional equipment and supplies that promote student success in computer labs, library computer labs, and classrooms.
Update supplies and reliable instructional technologies to support classroom and lab instruction.
2. Instructional Software/Library Periodicals/Database Subscriptions \$ 422,967

Enhance instructional software that supports the delivery of service to meet student needs and continue support of electronic periodicals and databases to enrich the curriculum offered at Fresno City College

Decision Package – Cont.
Instruction Materials & Supplies

3. Collection Improvements \$ 75,000

Update library books and materials including large-print books,
video recordings and audio recordings for student and faculty use.

TOTAL **\$ 521,967**

STATE CENTER COMMUNITY COLLEGE DISTRICT
Fiscal Year 2015-16

DECISION PACKAGE

Title: Instructional Materials & Supplies Location: Reedley, Madera, Oakhurst

Prepared By: Reedley College Budget Committee

DISTRICT/COLLEGE/CENTER GOAL(S)

District Strategic Plan Goals No. 4.1, 6.2; Reedley College Strategic Plan Goals No. 1.4, 2.3,4.2, 5.2, 5.6

PROPOSED BUDGET DETAIL:

<u>Major Object</u>	<u>2015-16</u>
94000	\$ 44,570
95000	\$ 135,600
96000	\$ 203,000
TOTAL	<u>\$ 383,170</u>

PROPOSED PROJECT DESCRIPTION:

The goal of this proposal is to improve and increase the quality and depth of the library's materials collections and online resources, support classroom instruction through renewal of instructional software programs, enhance classroom instructional supplies, and other media for instructional purposes. Additionally, we are expanding our tutorial services to include on-line tutoring for students to access at their convenience, in an effort to increase student success.

The primary focus of these activities is to support excellence in teaching and learning, continuous improvement of library resources, and provided broad based support services relevant to the diverse needs of our students.

OBJECTIVES TO BE ACHIEVED:

1. Instructional Supplies	\$ 43,400
a. Reedley	\$ 30,975
b. Madera	\$ 9,925
c. Oakhurst	\$ 2,500
2. Instructional Software – Reedley	\$ 1,000
3. Films – Reedley	\$ 170

Decision Package – Page 2
Instructional Materials & Supplies

4. Instructional Software License Renewal		\$ 95,600
a. Reedley	\$ 78,100	
b. Madera	\$ 12,500	
c. Oakhurst	\$ 5,000	
5. Online Tutorial – Reedley, Madera, Oakhurst		\$ 40,000
6. Library Books, Periodicals, and Online Databases		\$ 203,000
a. Reedley	\$ 158,000	
b. Madera	\$ 45,000	
		TOTAL: <u>\$ 383,170</u>

**STATE CENTER COMMUNITY COLLEGE DISTRICT
Fiscal Year 2015-16**

DECISION PACKAGE

Title: Instructional Materials & Supplies Location: CCCC
Prepared By: Kelly Fowler

DISTRICT/COLLEGE/CENTER GOAL(S)

District Strategic Plan Nos. 1, 2, 3 and 4

PROPOSED BUDGET DETAIL:

<u>Major Object</u>	<u>2015-16</u>
94000	\$ 69,763
95000	\$ 6,100
96000	\$ 44,000
TOTAL	<u>\$ 119,863</u>

PROPOSED PROJECT DESCRIPTION:

The goal of this proposal is to enrich instructional supplies for art, biology, chemistry, business, and engineering classes. In addition, funds will be used to update library books, DVD's and videos. These funds will satisfy the requirements of Proposition 20 to provide instructional/library supplies, books, and materials.

OBJECTIVES TO BE ACHIEVED:

- | | |
|---|--------------------------|
| 1. Enhance classroom supplies and materials | \$ 69,763 |
| 2. Update books, periodicals and online/print/digital subscriptions for Clovis Community College Center library | \$ 50,100 |
| TOTAL: | <u>\$ 119,863</u> |

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 5, 2015

SUBJECT: Consideration to Approve Transfer of Student ITEM NO. 15-30
 Credit Balances to the General Fund

EXHIBIT: None

Background:

At the March 3, 2015, Board of Trustees meeting, the Board approved a process outlined in Government Code Section 50050 to transfer credit balances greater than \$15 and at least three years old to the District general fund. The public notification process occurred on March 15 and March 22, 2015, in The Fresno Bee, as required by code. In addition, public notices were placed in the Reedley Exponent, Madera Tribune, and Sierra Star to provide additional coverage of our District's service area. There are approximately 1,395 accounts that make up this balance, and the total amount of these types of credit balances is approximately \$136,240.

Additionally, Government Code Section 50055 allows the Board of Trustees to approve the transfer of student credit balances less than \$15 and at least one year old to the general fund. There are approximately 570 accounts that make up this balance, and the total amount of these types of credit balances is approximately \$2,385.

All steps and processes required by the government code prior to completing the transfers have been completed.

Fiscal Impact:

Increase of approximately \$138,625 to the District's General Fund

Recommendation:

It is recommended that the Board of Trustees:

- a) approve the transfer of student credit balances to the general fund; and
- b) transfer 50% of the general fund student credit balance transfer to the three campus presidents to be used to enhance student activities.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 6, 2015

SUBJECT: Consideration to Adopt Resolution Declaring
 Classified School Employee Week at State
 Center Community College District

ITEM NO. 15-31

EXHIBIT: Resolution No. 2015.08

Background:

In 1986 with the passage of SB 1552 (Campbell), the California legislature adopted the third full week of May of each year as Classified School Employee Week. Classified employees perform a wide range of essential work, including police officer services, food services, maintenance and operations, transportation, instructional assistance and paraeducator services, office and clerical work, library and media assistance, computer services, and more.

The week of May 17-23, 2015, will be celebrated by districts and employees across the state in recognition of the many contributions classified professionals make to the educational community.

Recommendation:

It is recommended the Board of Trustees adopt Resolution No. 2015.08 declaring the week of May 17-23, 2015, as Classified School Employee Week at State Center Community College District.

**STATE CENTER COMMUNITY COLLEGE DISTRICT
RESOLUTION NO. 2015.08**

**CLASSIFIED SCHOOL EMPLOYEE WEEK AT
STATE CENTER COMMUNITY COLLEGE DISTRICT**

WHEREAS, classified professionals provide valuable services to the schools and students of the State Center Community College District,

WHEREAS, classified professionals contribute to the establishment and promotion of a positive instructional environment,

WHEREAS, classified professionals employed by the State Center Community College District strive for excellence in all areas relative to the educational community,

NOW, BE IT RESOLVED, that the State Center Community College District hereby recognizes and wishes to honor the contributions of the classified professionals to quality education in the State of California and in the State Center Community College District and declares the week of May 17-23, 2015, as Classified School Employee Week in the State Center Community College District.

PASSED AND ADOPTED upon motion of Trustee _____, seconded by Trustee _____, at a regular meeting of the Board of Trustees of the State Center Community College District on this 5th day of May, 2015, by the following vote:

AYES: _____ NOES: _____ ABSENT: _____

Board of Trustees President
State Center Community College District

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 5, 2015

SUBJECT: Consideration to Approve the Renewal of the
Limited Term Executive Director, Foundation,
Position for Four Months

ITEM NO. 15-32

EXHIBIT: None

Background:

The Board of Trustees approved a six-month limited term Executive Director of the Foundation position at its regular board meeting on October 7, 2014. Per Education Code 88105, limited term appointments may not exceed six months at one time. The current limited term position began on November 1, 2014 and ended on April 30, 2015. Administration is recommending this limited term position be renewed for four additional months to allow for full and open recruitment with the goal of having a new Executive Director, Foundation, on board no later than September 1, 2015.

Recommendation:

It is recommended the Board of Trustees approve the renewal of the limited term position of Executive Director, Foundation, for four months through August 31, 2015.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 5, 2015

SUBJECT: Consideration to Approve Agreement for
Executive Search Services, Fresno City College
President

ITEM NO. 15-33

EXHIBIT: None

Background:

In February 2015, the District released a Request for Proposals (RFP) for executive search services to coordinate the recruitment for a new chancellor. Following interviews of all four firms that submitted proposals and a telephone interviews with the two finalists, the Board of Trustees selected Educational Leadership Search (ELS) Group. The District is now in need of executive search services for the position of Fresno City College President. The District has been in discussion with the principals of ELS regarding the possibility of conducting the executive search for the Fresno City College President. ELS has proposed a cost of \$24,500 for the search, plus travel expenses.

Recommendation:

It is recommended the Board of Trustees authorize entering into an agreement with the Educational Leadership Search (ELS) Group for executive search services for the Fresno City College President at an amount of \$24,500 plus travel expenses, and authorize the Vice Chancellor of Finance and Administration to sign an agreement on behalf of the District.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 5, 2015

SUBJECT: Consideration to Appoint Interim President,
Fresno City College

ITEM NO. 15-34

EXHIBIT: None

Background:

Due to the untimely passing of President Tony Cantú, District administration is proposing to fill the Fresno City College President's position with an Interim President pending the recruitment and hiring of a new Chancellor. This will allow the new Chancellor to participate in the selection of the new President of Fresno City College.

Administration is recommending the appointment of Dr. Cynthia Azari as the Interim President of Fresno City College. Dr. Azari most recently served as the Interim Chancellor at Riverside Community College District for eight months. Prior to this interim assignment, Dr. Azari served as the President of Riverside City College for two and half years. Dr. Azari formerly served as the President of Fresno City College for two and half years; and as Vice Chancellor of Workforce Development and Educational Services at State Center Community College District for 15 months. Prior to that position, she served for four years as President of Butler County Community College in Butler, Pennsylvania; and as Vice President of Instruction at Olympic College in Bremerton, Washington, for seven years. She served as the Associate Dean for Business and Technology at Olympic College for four years; and as Director of the Education and Publications Division, State Property Tax Board, in Austin, Texas. Dr. Azari received her Bachelor of Arts degree from Huston Tilloston College in Austin, Texas. She received her Master of Science degree in Industrial Relations and her Master of Arts degree in Educational Administration from West Virginia University; and her Doctorate degree in Educational Leadership from Seattle University.

It is further recommended that Dr. Azari receive a monthly stipend of \$1,500 to cover living expenses.

Recommendation:

It is recommended the Board of Trustees appoint Dr. Cynthia Azari, Interim President of Fresno City College, with a salary of \$15,430 per month effective May 28, 2015 and serve until the next President of Fresno City College is appointed.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 5, 2015

SUBJECT: Consideration to Appoint Interim Dean of
Student Services, Clovis Community College
Center

ITEM NO. 15-35

EXHIBIT: None

Background:

The position of Interim Dean of Student Services, Clovis Community College Center, was posted on March 13, 2015, and the District received three completed applications.

The Search Advisory Committee was composed of two academic administrators, three faculty, one classified manager and two classified staff members. The Search Advisory Committee paper screened the applications, invited three candidates to be interviewed, and recommended three candidates to the Clovis Community College Center Campus President for interviews.

Following those interviews, it is recommended that Ryen Hirata be appointed as the Interim Dean of Student Services, Clovis Community College Center. Mr. Hirata has been with the District since 2002. During his tenure, he has served as a Counselor/Coordinator for the Workability III Program, the Matriculation and Outreach Program, and Disabled Students Program and Services (DSP&S). Mr. Hirata earned his Bachelor of Science degree in Recreation and his Master of Science in Rehabilitation Counseling from California State University, Fresno.

Recommendation:

It is recommended the Board of Trustees appoint Mr. Ryen Hirata as Interim Dean of Student Services, Clovis Community College Center, with placement on the Management Salary Schedule at Range 62, Step 8 (\$11,460.58 monthly), effective May 23, 2015.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: May 5, 2015

SUBJECT: Consideration to Appoint Interim Dean of
Instruction, Clovis Community College Center

ITEM NO. 15-36

EXHIBIT: None

Background:

The position of Interim Dean of Instruction, Clovis Community College Center, was posted on April 1, 2015, and the District received three completed applications.

The Search Advisory Committee was composed of one academic administrator, five faculty, two classified managers and two classified staff members. The Search Advisory Committee paper screened the applications, invited three candidates to be interviewed. One candidate withdrew, therefore two candidates were recommended to the Clovis Community College Center Campus President for interviews.

Following those interviews it is recommended that Mr. Lee Brown be appointed as the Interim Dean of Instruction, Clovis Community College Center. Mr. Brown is currently serving as a Political Science Instructor at Clovis Community College Center. He has held this position since 2008. Mr. Brown was an Adjunct Political Science Instructor within the District for two years. Prior to entering the educational field, Mr. Brown held many positions in private industry. Mr. Brown earned his Bachelor of Arts degree in Sociology from University of California, Los Angeles, and a Master of Arts degree in Public Administration from California State University, Fresno.

Recommendation:

It is recommended the Board of Trustees appoint Mr. Lee Brown as Interim Dean of Instruction, Clovis Community College Center, with placement on the Management Salary Schedule at Range 62, Step 3 (\$9,869.17 monthly), effective May 6, 2015.