

REGULAR AGENDA
BOARD OF TRUSTEES
STATE CENTER COMMUNITY COLLEGE DISTRICT
Madera Community College Center Assembly Room 120
30277 Avenue 12, Madera, California
4:30 p.m., October 4, 2016

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. INTRODUCTION OF GUESTS
- IV. APPROVAL OF MINUTES: Regular Meeting of September 6, 2016,
and Special Meetings of August 25, 2016, September 19, 2016, and September 23, 2016
- V. PUBLIC COMMENT [see footnote]
- VI. REPORTS AND PRESENTATIONS
 - A. Joint District and Campus Presidents' Reports Sandra Caldwell
 - B. Madera/Oakhurst Faculty Association Report Gregory Ramirez
 - C. Classified Senate Report Darnell Harris, RC
 - D. Madera Community College Center Report John Fitzer
- VII. REPORTS OF BOARD MEMBERS
- VIII. FUTURE AGENDA ITEMS
- IX. CONSIDERATION OF CONSENT AGENDA [16-68HR through
16-70HR]
[16-114G through
16-124G]
- X. GENERAL
 - A. Second Reading of Clovis Community College Accreditation Follow-Up Report [16-46] Lori Bennett
 - B. Consideration to Adopt Resolution Supporting the California Students Vote Project [16-47] Lucy Ruiz

Board Agenda
October 4, 2016 (continued)

- C. Approval, Board of Trustees Self-Evaluation Process [16-48] Richard Caglia

XI. ADJOURNMENT

Any person with a disability may request this agenda be made available in an appropriate alternative format. A person with a disability who requires a modification or accommodation in order to participate in the public meeting must address a request as soon as possible before the 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.

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 wishing to address the Board should fill out a request form and submit it to Interim Vice Chancellor of Human Resources Annette Loria before the beginning of the meeting.

CONSENT AGENDA
BOARD OF TRUSTEES MEETING
October 4, 2016

HUMAN RESOURCES

1. Employment, Change of Status, Retirement, Academic Personnel [16-68HR]
2. Employment, Change of Status, Transfer, Leave of Absence, Resignation, Retirement, Classified Personnel [16-69HR]
3. Consideration to Approve New Position of Program Specialist, Central Regional Consortium [16-70HR]

GENERAL

4. Review of District Warrants and Checks [16-114G]
5. Consideration to Approve Grant Agreements [16-115G]
6. Consideration to Approve Purchase of Pianos, Fresno City College [16-116G]
7. Consideration to Authorize Agreement for Engineering Services, Air Handler Scheduled Maintenance Project, Fresno City College [16-117G]
8. Consideration to Authorize Agreement for Portal Integration and Customization Services, Districtwide [16-118G]
9. Consideration to Approve Agreement for Purchase of Industrial Equipment and Supplies, Districtwide [16-119G]
10. Consideration to Accept Construction Project for Physical Science Fume Hood Replacement, Reedley College [16-120G]
11. Consideration of Claim, Brittany Walton [16-121G]
12. Consideration to Approve Fall 2016, Spring 2017 and Fall 2017 Curriculum Proposals for Clovis Community College [16-122G]
13. Consideration to Approve District Representatives to Serve on the State Center Adult Education Consortium Board [16-123G]
14. Consideration to Approve Out-of-State Student Travel for Fresno City College Forensic/Debate Team [16-124G]

(Unapproved) MINUTES OF SPECIAL MEETING OF
STATE CENTER COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
August 25, 2016

- Call to Order A special meeting of the State Center Community College District Board of Trustees was called to order by Board Vice President John Leal at 3:30 p.m. on August 25, 2016, in Clovis Community College Herndon Campus Room 308, 390 W. Fir Avenue, Clovis, California.
- Trustees Present Richard Caglia, President
John Leal, Vice President
Robert “Bobby” Kahn Jr, Secretary
Miguel Arias
Ronald Nishinaka
Patrick Patterson
Eric Payne
- Also present were:
Paul Parnell, Chancellor, SCCC
Ed Eng, Vice Chancellor of Finance and Administration, SCCC
Barbara Hioco, Interim Vice Chancellor of Educational Services and Institutional Effectiveness, SCCC
Carole Goldsmith, President, Fresno City College
Sandra Caldwell, President, Reedley College
Lori Bennett, President, Clovis Community College
Christine Miktarian, Associate Vice Chancellor of Business and Operations, SCCC
Pedro Avila, Associate Vice Chancellor of Enrollment Management, Admin and Records, and Information Systems
Gregory Taylor, General Counsel, SCCC
Lucy Ruiz, Executive Director, Public and Legislative Relations, SCCC
Annette Loria, Interim Vice Chancellor of Human Resources, SCCC
Rico Guerrero, Executive Director, Foundation, SCCC
Claudette Matz, Secretary to the Vice Chancellor HR, SCCC
Barbara Martin, Interim Executive Assistant to the Chancellor, SCCC
- Public Comment Mark Van Den Heuvel, Sheet Metal Workers #104 – He congratulated the district on passing the bond. He encouraged the district to look at using Project Labor Agreements (PLAs) and said they are a win/win situation for everyone.
- Blong Xiong, Central Valley Business Diversity Partnership – Mr. Xiong

spoke regarding the procurement procedures of the district and encouraging diversity.

Tate Hill, Fresno Metro Black Chamber of Commerce President – Mr. Hill addressed the group regarding procurement and the board’s diversity policies.

Bond
Implementation
Update – Facilities
Bond Workshop

The following topics were presented by Christine Miktarian, Sandra Caldwell, Donna Berry, Lori Bennett, Kelly Fowler, Carole Goldsmith, Pedro Avila, Ed Eng, Lucy Ruiz, Randy Vogt and Chancellor Paul Parnell:

- Purpose
- Teams, Structures
- Upcoming RFPs, RFQs
- Project Process Overview
- Campus Projects, Districtwide Projects, Process
- Pre-Bond Sale Expenditures
- Bond Oversight Update
- Communication Process
- Procurement

Adjournment

The meeting was adjourned at 6:56 p.m.by unanimous consent.

Robert “Bobby” Kahn Jr.
Secretary, Board of Trustees
State Center Community College District

:bm

Unapproved MINUTES OF REGULAR MEETING OF
STATE CENTER COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
September 6, 2016

Call to Order A joint meeting of the State Center Community College District Board of Trustees and the State Center Community College District Personnel Commission was called to order by Board Secretary Robert “Bobby” Kahn Jr. at 3:00 p.m. on September 6, 2016, in the District Office Board Room, 1525 W. Weldon Avenue, Fresno, California.

Trustees Present Richard Caglia, President (3:03 p.m.)
John Leal, Vice President (3:10 p.m.)
Robert “Bobby” Kahn Jr, Secretary
Miguel Arias
Ronald Nishinaka
Patrick Patterson
Eric Payne

Personnel
Commissioners
Present Pamela Freeman-Fobbs, Chair
Bradley Tahajian, Vice-Chair
Tim Liermann, Commissioner

Also present were:
Paul Parnell, Chancellor, SCCC
Ed Eng, Vice Chancellor of Finance and Administration, SCCC
Barbara Hico, Interim Vice Chancellor of Educational Services and Institutional Effectiveness, SCCC
Carole Goldsmith, President, Fresno City College
Sandra Caldwell, President, Reedley College
Lori Bennett, President, Clovis Community College
Christine Miktarian, Associate Vice Chancellor of Business and Operations, SCCC
Pedro Avila, Associate Vice Chancellor of Enrollment Management, Admin and Records, and Information Systems
Gregory Taylor, General Counsel, SCCC
Lucy Ruiz, Executive Director, Public and Legislative Relations, SCCC
Annette Loria, Interim Vice Chancellor of Human Resources, SCCC
Elba Gomez, Director of Classified Personnel, SCCC
Barbara Martin, Interim Exec. Assistant to the Chancellor, SCCC

SCCCD

Annette Loria, Interim Vice Chancellor of Human Resources,
SCCCD

Barbara Martin, Interim Executive Assistant to the Chancellor,
SCCCD

Introduction of Guests	None
Approval of Minutes	The minutes of the special meetings of June 29, 2016, and July 27, 2016, and regular meeting of August 2, 2016, were presented for approval. A motion was made by Trustee Kahn and seconded by Trustee Nishinaka to approve the minutes, as presented. The motion passed without dissent.
Public Comment	Michael Stannard, faculty member from Clovis Community College, spoke regarding the governance process and alleged illegal activity of the CCC Academic Senate.
Joint District and Campus Presidents' Reports	Carole Goldsmith gave campus reports for the months of August and September for all colleges. Highlights of the report included that this year is the 90 th anniversary of Reedley College, and Clovis Community College had Crush Day, a new student welcome. She also reported information about the Fresno City College Dream Center.
Academic Senate Report	Wendell Stephenson, Fresno City College Academic Senate President, reported on meetings and activities of the academic senates. Among other accomplishments, he reported that FCC received The Fresno Bee People's Choice Award for the FCC Tutorial Center.
Classified Senate Report	Ernie Garcia represented Fresno City College Classified Senate President Susi Nitzel, who was unable to attend. He reported on meetings and activities of the classified senates.
Annual SCCC Foundation Report	Executive Director Rico Guerrero gave a report on the SCCC Foundation's activities over the last year and things they are looking forward to doing in the future, such as a potential alumni program. SCCC Foundation Board Treasurer Chris Morse reported on the Foundation's most recent audit.

Reports of Board Members

Student Trustee Fuentes reported on events for all three colleges.

Trustees Nishinaka, Payne and Leal reported on several events they participated in during the last month.

Trustee Kahn acknowledged John Fitzer and thanked him for all of his hard work.

Future Agenda Items

Items trustees asked to be on future agendas are:

- Follow-up on the bond workshop – before awarding RFPs and RFQs
- Chancellor’s evaluation
- Hmong and Punjab certificates – FCC
- Continue to look at the current list of Future Agenda Items – possibly delete some that are no longer relevant
- Meeting regarding CBAs and PLAs – request it to be a special board meeting

Consideration of Consent Agenda Action

Board President Caglia announced that there has been an amendment to the exhibit for Item 16-63HR. Changes are in bold print and copies have been provided.

Trustees requested that items 16-101G and 16-109G be pulled from the consent agenda for discussion.

It was moved by Trustee Kahn and seconded by Trustee Caglia that the Board of Trustees approve consent agenda items 16-63HR through 16-67HR, 16-102G through 16-108G and 16-110G through 16-113G as amended. The motion passed without dissent.

After some discussion it was moved by Trustee Arias and seconded by Trustee Kahn that the Board of Trustees approve item 16-101G as presented. The motion passed as follows:

Ayes	6	
Noes	1	(Patterson)
Absent	0	

Consideration of
Consent Agenda
Action (continued)

After some discussion it was moved by Trustee Arias and seconded by Trustee Leal that the Board of Trustees approve item 16-109G as presented. The motion passed as follows:

Ayes	6	
Noes	1	(Patterson)
Absent	0	

Employment, Change
of Status, Retirement,
Academic Personnel
[16-63HR]
Action

Approve the academic personnel recommendations, items A through E, as amended

Employment,
Promotion, Change of
Status, Transfer,
Resignation,
Retirement, Classified
Personnel
[16-64HR]
Action

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

Consideration to
Approve Extension of
Six-Month Limited
Term Evaluator
Position, Reedley
College
[16-65HR]
Action

Approve the extension of the six-month limited term Evaluator position, Reedley College, to December 24, 2016

Consideration to
Approve Extension of
Six-Month Limited
Term Office Assistant
III Position, Reedley
College
[16-66HR]
Action

Approve the extension of the six-month limited term Office Assistant III position, Reedley College

Consideration to
Approve New
Position of
Permanent Part-Time
Human Resources
Assistant, Personnel
Commission
[16-67HR]
Action

Approve the new position of Permanent Part-Time Human Resources Assistant, Personnel Commission

Review of District
Warrants and Checks
[16-101G]
Action

After some discussion it was moved by Trustee Arias and seconded by Trustee Kahn that the Board of Trustees approve item 16-101G as presented. The motion passed as follows:

Ayes	6	
Noes	1	(Patterson)
Absent	0	

<u>Account:</u>	<u>Amount:</u>	<u>For the Period:</u>
District	\$ 24,746,963.45	07/12/16 to 08/15/16
Fresno City College Bookstore	1,261,005.94	07/13/16 to 08/16/16
Reedley College Bookstore	440,936.67	07/13/16 to 08/16/16
Fresno City College Co-Curricular	154,896.77	07/12/16 to 08/15/16
Reedley College Co-Curricular	76,400.97	07/12/16 to 08/10/16
Clovis Community College	19,941.50	07/12/16 to 08/15/16
	<hr/>	
Total:	\$ <u>26,700,145.30</u>	

Consideration of
Report of
Investments
[16-102G]
Action

Accept the Quarterly Investment Report, as provided by the County of Fresno, for the quarter ending June 30, 2016

Acknowledgement of
Quarterly Financial
Status Report,
General Fund
[16-103G]
Action

Accept the Quarterly Financial Status Report (CCFS-311Q) as
presented

Consideration to
Approve Quarterly
Budget Transfers and
Adjustments Report
[16-104G]
Action

Approve the June 30, 2016, Budget Transfers and Adjustments
Report

Financial Analysis of
Enterprise and
Special Revenue
Operations
[16-105G]
No Action

Board information only – no action required

Consideration to
Authorize Agreement
with California
Community Colleges
Chancellor’s Office
Tax Offset Program
[16-106G]
Action

- a) Authorize the district to enter into an agreement with the
California Community Colleges Chancellor’s Office for
participation in the Chancellor’s Office Tax Offset Program
(COTOP); and
- b) Authorize future annual renewal of the agreement with
similar terms and conditions

Consideration of
Proposition 30 –
Education Protection
Account Expenditure
Plan, 2016-2017
Fiscal Year
[16-107G]
Action

Approve the Education Protection Account expenditure plan for
fiscal year 2016-17, as presented

Consideration to
Approve Grant
Agreements
[16-108G]
Action

- a) Approve grant agreement recommendations, items A through G, as presented, and adopt Resolution No. 2016.22;
- b) Authorize renewal of the grant agreements with similar terms and conditions; and
- c) Authorize the chancellor or vice chancellor of finance and administration to sign the grant agreements on behalf of the district

Consideration to
Approve Agreement
for Purchase of Police
Vehicles, Districtwide
[16-109G]
Action

After some discussion it was moved by Trustee Arias and seconded by Trustee Leal that the Board of Trustees approve California State Contract Agreement numbers 1-15-23-14A with Folsom Lake Ford and 1-15-23-14B with Elk Grove Automotive Group for the purchase of police vehicles, districtwide; and authorize purchase orders to be issued against these agreements. The motion passed as follows:

Ayes	6	
Noes	1	(Patterson)
Absent	0	

Consideration to
Accept Completed
Construction Projects
[16-110G]
Action

- a) Accept the completed projects, items A through G, as presented; and
- b) Authorize the chancellor or his designee to file a Notice of Completion with the County Recorder

Consideration of
Claim, Chelsea
Christian
[16-111G]
Action

Reject the claim submitted by Chelsea Christian and direct the chancellor or vice chancellor of finance and administration to give written notice of said action to the claimant

Consideration of
Claim, Zachary Blair
[16-112G]
Action

Reject the claim submitted by Zachary Blair and direct the chancellor or vice chancellor of finance and administration to give written notice of said action to the claimant

Consideration to Approve Fresno City College Students to Participate in Out-of-State Tennis Championship [16-113G]
Action

Approve out-of-state travel for the qualifying student athletes and Coach Stephanie Chantel Wiggins to travel to Surprise, Arizona, for the October 13-16, 2016, national tennis championships, with the understanding that the students’ travel will be financed without requiring expenditures of district funds

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

Public Hearing and Adoption of 2016-2017 Final Budget [16-40]
Action

Ed Eng presented the SCCCD 2016-2017 Final Budget for the board’s consideration.

Board President Caglia opened the public hearing on the matter for adoption of the 2016-2017 final budget at 5:57p.m.

Hearing no comments from the public, President Caglia closed the public hearing at 5:58p.m.

A motion was made by Trustee Caglia and seconded by Trustee Kahn that the Board of Trustees adopt the State Center Community College District 2016-2017 Final Budget, as presented. The motion passed as follows:

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

Consideration to Adopt Resolution Certifying All Proceedings in the June 7, 2016, General Obligation Bond Election [16-41]
Action

Ed Eng presented Resolution No. 2016.20 for the board’s consideration.

A motion was made by Trustee Kahn and seconded by Trustee Arias that the Board of Trustees adopt Resolution No. 2016.20, Certifying to the Board of Supervisors of Fresno, Madera, Kings, and Tulare Counties All Proceedings in the June 7, 2016 General Obligation Bond Election. The motion carried without dissent.

Consideration to
Appoint Committee
Members to the
Measures E and C
Citizens’ Bond
Oversight Committee
[16-42]
Action

Ed Eng presented recommendations for appointments to the Measures C and E Citizens’ Bond Oversight Committee for the board’s consideration.

A motion was made by Trustee Payne and seconded by Trustee Kahn that the Board of Trustees appoint the following committee members to the Measure E and C Citizens’ Bond Oversight Committee:

<u>Representative Group</u>	<u>Applicant</u>
Community College Support Group	Zuam Navarro
Business Community	David Mendoza
Senior Citizens’ Organization	Juan Arambula
Bona-fide Taxpayers’ Association	Mike McNally
Support Organization	Donald Larson
Community-at-large	Janet DeWoody
Community-at-large	Debbie Darden
Community-at-large	Rene Nunez
Community-at-large	Donald Slade

The motion passed as follows:

Ayes	6	
Noes	1	(Arias)
Absent		

Consideration to
Adopt Public
Agencies Post-
Employment Benefits
Trust Administered
by Public Agency
Retirement Services
(PARS); and Authorize
Transfer of District
Assets from California
School Board
Association Trust to
PARS Trust
[16-43]
Action

Ed Eng presented Resolution No. 2016.21 for the board’s consideration.

A motion was made by Trustee Leal and seconded by Trustee Kahn that the Board of Trustees:

- a) Adopt Resolution No. 2016.21 selecting the Public Agencies Post-Employment Benefits Trust administered by PARS;
- b) Appoint the vice chancellor of finance and administration to serve as the plan administrator;
- c) Authorize the plan administrator to complete and sign the related necessary documents on behalf of the district to adopt the new trust and plan; and
- d) Transfer the district assets from the CSBA Trust to the PARS Trust.

[16-43]
Action (continued)

The motion passed as follows:

Ayes	6	
Noes	0	
Absent	1	(Payne)

Consideration to
Adopt Proposed
Revised Board Policy
1200, "District
Mission, Vision and
Core Values"

Chancellor Parnell presented proposed revised BP 1200 for the board's consideration.

A motion was made by Trustee Nishinaka and seconded by Trustee Arias that the Board of Trustees adopt Board Policy 1200, "District Mission, Vision and Core Values," as presented.

[16-44]
Action

The motion passed as follows:

Ayes	6	
Noes	0	
Absent	1	(Payne)

First Reading of Clovis
Community College
Accreditation Follow-
Up Report

Clovis Community College President Lori Bennett presented the Draft Clovis Community College Accreditation Follow-Up Report for the board's information. No action is required.

[16-45]
No Action

Adjournment

The meeting was adjourned at 6:56 p.m. by unanimous consent.

Robert "Bobby" Kahn Jr.
Secretary, Board of Trustees
State Center Community College District

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Unapproved MINUTES OF SPECIAL MEETING OF
STATE CENTER COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
September 19, 2016

- Call to Order A special meeting of the State Center Community College District Board of Trustees was called to order by Board Vice President John Leal at 3:12 p.m. on September 19, 2016, at TorNino’s, 5080 N. Blackstone, Fresno, California.
- Trustees Present John Leal, Vice President
Robert “Bobby” Kahn Jr, Secretary
Miguel Arias
Ronald Nishinaka
Eric Payne
- Absent were:
Richard Caglia, President
Patrick Patterson
- Public Comment None
- Strategic Planning Alliance The board heard information on and participated in strategic planning for the district.
- Adjournment The meeting was adjourned at 7:43 p.m.by unanimous consent.

Robert “Bobby” Kahn Jr.
Secretary, Board of Trustees
State Center Community College District

:bm

(Unapproved) MINUTES OF SPECIAL MEETING OF
STATE CENTER COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
September 23, 2016

Call to Order	A special meeting of the State Center Community College District Board of Trustees was called to order by Board President Richard Caglia at 10:12 a.m. on September 23, 2016, in Room 309, Clovis Community College Herndon Campus, 390 W. Fir Avenue, Clovis, California.
Trustees Present	Richard Caglia, President John Leal, Vice President Robert “Bobby” Kahn Jr, Secretary Miguel Arias Ronald Nishinaka Patrick Patterson Eric Payne
Public Comment	None
Board Annual Self-Assessment – Becoming the Highest Performing Board Possible (Assessment in Accordance with Board Policy 2745)	Dr. Mitchell Rosenberg provided the trustees with the “State Center Community College District Board Self-Evaluation Report” that was based on surveys each trustee completed prior to the meeting. Dr. Rosenberg and the trustees conducted the board’s self-assessment by means of an interactive discussion. Dr. Rosenberg will provide a summary of the self-assessment.
Adjournment	The meeting was adjourned at 2:15 p.m.by unanimous consent.

Robert “Bobby” Kahn Jr.
Secretary, Board of Trustees
State Center Community College District

:bm

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

PRESENTED TO BOARD OF TRUSTEES

DATE: October 4, 2016

SUBJECT: Employment, Change of Status, Retirement,
Academic Personnel

ITEM NO. 16-68HR

EXHIBIT: Academic Personnel Recommendations

Recommendation:

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

ACADEMIC PERSONNEL RECOMMENDATIONS

A. Recommendation to employ the following persons:

<u>Name</u>	<u>Campus</u>	<u>Class & Step</u>	<u>Salary</u>	<u>Position</u>
Brannon, Colleen A.	CCC	III, 7	\$66,287	DSP&S Counselor/ Coordinator

(First Contract – October 5, 2016 through June 30, 2017)

Crill-Hornsby, Cherylyn	DO	59, 1	\$76,760	Director of Grants and External Funding
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(Management Contract – October 5, 2016 through June 30, 2017)

B. Recommendation to accept change of status for the following person:

<u>Name</u>	<u>Campus</u>	<u>Effective Date</u>	<u>Position</u>
Johal, Sarbjit S.	FCC	August 11, 2016	Political Science Instructor

(Return to full-time employment status per Article XVII, Section 4 of the SCFT Collective Bargaining Unit Contract)

C. 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>
Bugay, Elnora O.	FCC	December 16, 2016	Nursing Instructor
Bertolani, William J.	FCC	January 1, 2017	Criminology Instructor
Krauter, Larry W.	FCC	May 20, 2017	Photography Instructor

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

<u>Name</u>	<u>Campus</u>	<u>Classification</u>	<u>Hourly Rate</u>	<u>Date</u>
Glougie, John R.	DO	Trainer III	\$39.11	September 26, 2016

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

PRESENTED TO BOARD OF TRUSTEES

DATE: October 4, 2016

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

ITEM NO. 16-69HR

EXHIBIT: Classified Personnel Recommendations

Recommendation:

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

CLASSIFIED PERSONNEL RECOMMENDATIONS

A. Recommendation to employ the following persons as probationary:

Name	Location	Classification	Range/Step/Salary	Date
Reed, Alana	FCC	Accounting Technician Position No. 2223	57-A \$4,105.25/mo.	08/24/2016
Aghaei, Oxana	DO	Research Assistant Position No. 1199	60-A \$4,417.92 /mo.	08/29/2016
Beaulieu, Joshua	FCC	Instructional Technician – Welding Position No. 8534	50-A \$3,464.00/mo.	08/29/2016
Flores, Melissa	FCC	Student Services Specialist Position No. 8542	52-A \$3,633.75/mo.	08/29/2016
Ochoa, Robert	DO	Building Generalist Position No. 1183	63-C \$5,231.83/mo.	08/29/2016
Gonzalez, Kenia	MCCC	Administrative Aide Position No. 4058	53-A \$3,720.75/mo.	09/02/2016
Foglio, Daniel	CTC	Instructional Technician – Manufacturing Position No. 8535	50-A \$3,464.00/mo.	09/06/2016
Phillips, Amanda	MCCC	Department Secretary (PPT) Position No. 4035	44-A \$17.23/hr.	09/06/2016
Bautista, Erica	MCCC	Department Secretary (PPT) Position No. 4053	44-A \$17.23/hr.	09/08/2016
Mendoza, Kendelynn	FCC	Department Secretary Position No. 2143	44-A \$2,987.00/mo.	09/08/2016
Flores-Rios, Juan	DO	Groundskeeper Worker Position No. 1082	46-A \$3,141.42/mo.	09/21/2016
Tucker, Elizabeth	DO	Occupational Health & Safety Officer Position No. 1196	72-B \$6,218.08/mo.	09/21/2016
Makel, Delia	FCC	Graphic Designer Position No. 2262	54-A \$3,817.50/mo.	09/30/2016

- 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
Irlas, Diane	FCC	Office Assistant I (PPT) Position No. 8529	38-E \$14.88/hr.	08/08/2016
Wilkinson, Cassandra	CTC	Administrative Aide Position No. 2060	53-A \$21.47/hr.	08/10/2016
Voas, Tyler	CCC	College Trainer Position No. 5097	60-A \$25.49/hr.	08/16/2016
Maxwell, Robert	DO	Institutional Research Coordinator Position No. 1145	66-C \$32.50/hr.	08/18/2016
Jackson, Patrick	DO	Police Sergeant Position No. 1094	67-A \$30.18/hr.	08/22/2016
Chacon, Frank	CCC	Custodian Position No. 5098	41-A \$15.99/hr.	08/23/2016
Bischel, Lisa Marie	FCC	Office Assistant III Position No. 8502	48-A \$19.04/hr.	08/25/2016
Leyva, Blanca	RC	Job Developer Position No. 3168	62-A \$26.74/hr.	08/26/2016
Rodriguez, Heather	FCC	Financial Aid Assistant I Positon No. 2190	57-A \$24.42/hr.	08/26/2016
Coppedge, Michael	FCC	Accounting Supervisor Positon No. 2021	37-2 (Mgmt.) \$6,455.67/mo.	08/29/2016 thru 09/09/2016
Tran, Peter-Tony	RC	Library Services Assistant Positon No. 3027	56-A \$23.13/hr.	08/29/2016
Musleh, Haneen	FCC	Sign Language Interpreter II Positon No. 8076	45-A \$17.67/hr.	09/02/2016
Gallegos, Terri	CCC	Bookstore Sales Clerk III Positon No. 5011	43-E \$21.26/hr.	09/06/2016

- 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
Torrez, Andrea	FCC	Educational Advisor Position No. 2061	57-A \$24.26/hr.	09/06/2016
Salinas, Onnastasia	DO	Police Communications Dispatcher Position No. 1207	44-A \$18.53/hr.	09/08/2016
Beamer, Virginia	DO	Office Assistant III Position No. 2006	48-A \$19.04/hr.	09/14/2016

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

Name	Location	Classification	Range/Step/Salary	Date
Dias, Christine	RC	Evaluator Position No. 9031	49-A \$19.48/hr.	09/07/2016

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

Name	Location	Classification	Range/Step/Salary	Date
Alaniz, Stephanie	FCC	Administrative Aide Position No. 2044 to Department Secretary Position No. 2011	53-A \$3,820.75/mo. to 44-E \$3,733.75/mo.	08/27/2016
(Return to regular assignment)				
Ayello, Shannon	DO	Police Lieutenant Position No. 1070 to Sergeant of Police Position No. 1070	37-3 (Mgmt.) \$6,080.67/mo. to 67-C \$5,770.58/mo.	08/31/2016
(Return to regular assignment)				
Rickert, Jennifer	CCC	Bookstore Sales Clerk III Position No. 5011 to Bookstore Sales Clerk I (Seasonal) Position No. 8042	43-A \$16.82/hr. to 37-A \$14.53/hr.	09/02/2016
(Return to regular assignment)				

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

Name	Location	Classification	Range/Step/Salary	Date
Cupp, Christopher	CCC	Bookstore Sales Clerk III Position No. 5011 to	43-E \$3,546.83/mo. to	09/06/2016
	FCC	Bookstore Sales Clerk III Position No. 2079	43-E \$3,546.83/mo.	
(Return to regular assignment)				
Johnson, Mikki	FCC	Financial Aid Manager Position No. 8140 to	34-3 (Mgmt.) \$6,063.50/mo. to	09/06/2016
		Financial Aid Assistant II Position No. 2102	60-E \$5,683.42/mo.	
(Return to regular assignment)				

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

Name	Location	Classification	Range/Step/Salary	Date
Adams, Anne	FCC	Office Assistant III Position No. 2224 to	48-E \$4,108.58/mo. to	09/26/2016
		Office Assistant III Position No. 2290	48-E \$4,108.58/mo.	
		(Lateral Transfer per Personnel Commission Rule 11-2)		
Graham, Anne	OCCC	Office Assistant III Position No. 6005 to	48-D \$3,817.50/mo. to	10/03/2016
	MCCC	Office Assistant III Position No. 4002	48-D \$3,817.50/mo.	
(Lateral Transfer per Personnel Commission Rule 11-2)				

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

Name	Location	Classification	Date
Johnson, Mikki	FCC	Financial Aid Assistant II Position No. 2102	09/07/2016
		(Personal Leave of Absence per Article 13, Section 2 of the CSEA contract)	
Martinez, Ernie, Jr.	FCC	Custodial Manager Position No. 2119	09/28/2016
		(Leave of Absence Without Pay per Personnel Commission Rule 15-30)	

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

Name	Location	Classification	Date
Zaragoza, Angelita	CCC	Seasonal Student Advisor Position No. 5082	08/31/2016

G. Recommendation to accept the resignation of the following regular employees (cont'd):

<u>Name</u>	<u>Location</u>	<u>Classification</u>	<u>Date</u>
Escobar, Susana	FCC	Registration Assistant (Seasonal) Position No. 8061	09/02/2016

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

<u>Name</u>	<u>Location</u>	<u>Classification</u>	<u>Date</u>
Lee, Donna	RC	Operations Assistant Position No. 3022	08/31/2016
McMullen, James	DO	Groundskeeper Worker Position No. 1076	12/01/2016
Cuesy, Paula	DO	Program Development Assistant Position No. 2454	01/31/2017

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

PRESENTED TO BOARD OF TRUSTEES

DATE: October 4, 2016

SUBJECT: Consideration to Approve New Position of ITEM NO. 16-70HR
 Program Specialist, Central Regional Consortium

EXHIBIT: None

Background:

The Central/Mother Lode Regional Consortium (CRC) is a collaboration of 14 community college faculty, staff and regional workforce and economic development organizations that serve the Central and Mother Lode regions on behalf of the California Community Colleges Chancellor's Office (CCCCO). The CRC supports regional economic growth by facilitating development and growth of college training and educational programs to meet the needs of regional businesses and industry. The CRC is housed at the Herndon campus and State Center Community College is the fiscal agent.

The CRC programs have grown and expanded substantially over the last few years. As a result, the CCCCCO has allocated additional funding to support the CRC. Administration is recommending the addition of a new position with a proposed title of program specialist. This position will provide duties such as liaison support with community groups, act as the project manager for special projects, coordinate the distribution of the quarterly e-newsletter, event flyers and event invitations, and coordinate all details for the Steering Committee meetings. This position will be paid from categorical funds.

Recommendation:

In accordance with Board Policy 7230, administration recommends the Board of Trustees approve the new position of Program Specialist, Central Regional Consortium.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: October 4, 2016

SUBJECT: Review of District Warrants and Checks

ITEM NO. 16-114G

EXHIBIT: None

Recommendation:

In accordance with Board Policy 6300, administration recommends 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	\$ 18,052,624.66	08/16/16 to 09/13/16
Fresno City College Bookstore	938,635.25	08/17/16 to 09/13/16
Reedley College Bookstore	333,131.93	08/17/16 to 09/13/16
Fresno City College Co-Curricular	84,675.95	08/16/16 to 09/12/16
Reedley College Co-Curricular	144,512.43	08/11/16 to 09/12/16
Clovis Community College	<u>46,916.32</u>	08/16/16 to 09/12/16
Total:	<u>\$ 19,600,496.54</u>	

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

PRESENTED TO BOARD OF TRUSTEES

DATE: October 4, 2016

SUBJECT: Consideration to Approve Grant Agreements

ITEM NO. 16-115G

EXHIBIT: Grant Agreement Recommendations

Recommendation:

In accordance with Board Policy 3280, administration recommends the Board of Trustees:

- a) approve the grant agreement recommendations, items A through L, as presented;
- b) authorize renewal of the grant agreements with similar terms and conditions; and
- c) authorize the chancellor or vice chancellor of finance and administration to sign the grant agreements on behalf of the district.

GRANT AGREEMENT RECOMMENDATIONS

Recommendation to approve the following grant agreements:

A. AB212 CARES Collaboration

Agency: Madera County Superintendent of Schools

Agreement Term: 7/1/2016 – 06/30/2017

District Location: Madera Community College Center

Total Funding Amount: \$3,600

Background: Madera Community College Center has received a new agreement from the Madera County Superintendent of Schools for the AB212 and Comprehensive Approaches to Raising Educational Standards (CARES) collaboration. The funding will be used to support students in completing their AA degrees and/or transferring to a four-year college system pursuing a course of study in child development or early childhood education.

B. Child Development Training Consortium

Agency: Yosemite Community College District

Agreement Term: September 1, 2016 – June 30, 2017

District Location: Fresno City College

Total Funding Amount Not to Exceed: \$18,125

Background: Fresno City College has received a new agreement from Yosemite Community College District. The funding will be used to implement the Child Development Training Consortium (CDTC) program. Fresno City College will designate a campus coordinator to implement the CDTC program at the local level and provide courses meeting the Child Development Permit Matrix and/or child care licensing regulation. The coordinator will act as a liaison between the CDTC and the California Department of Education/Early Education and Support Division to disseminate information to campus faculty regarding state initiative and trends in early childhood education.

C. CTE Data Unlocked Grant

Agency: Rancho Santiago Community College District

Agreement Term: July 19, 2016 – October 31, 2017

District Location: Reedley College

Total Funding Amount: \$50,000

Background: Reedley College has received a new grant sub-agreement from Rancho Santiago Community College District. This new funding will be used to create a dashboard for CTE programs, assist with integrating data into the college process, and hire a consultant to assist with implementation.

D. CTE Data Unlocked Grant

Agency: Rancho Santiago Community College District

Agreement Term: July 19, 2016 – October 31, 2017

District Location: Clovis Community College

Total Funding Amount: \$50,000

Background: Clovis Community College has received a new grant sub-agreement from Rancho Santiago Community College District. This new funding will be used to revise policies, processes, and procedures to assist with integrating CTE data into the college processes.

E. Sector Navigator CTE Data Unlocked

Agency: Rancho Santiago Community College District

Agreement Term: August 16, 2016 – October 31, 2017

District Location: Reedley College

Total Funding Amount: \$40,000

Background: Reedley College has received a new grant sub-agreement from Rancho Santiago Community College District. Each statewide Sector Navigator is receiving funds to perform sector specific work related to data. This new funding will be used for industry connections and sector based reports and data to supplement CTE data unlocked, convene state industry advisory groups, lead sector strategies and regional planning, coordinate Deputy Sector Navigator and Sector Navigator participation in regional planning, implementation of strong workforce recommendations, training for data unlocked.

F. Child Development Training Consortium

Agency: Yosemite Community College District

Agreement Term: September 1, 2016 – June 30, 2017

District Location: Reedley College

Total Funding Amount: \$5,000

Background: Reedley College has received a new agreement from Yosemite Community College District. The funding will be used to implement the Child Development Training Consortium (CDTC) program. Reedley College will designate a campus coordinator to implement the CDTC program at the local level and provide courses meeting the Child Development Permit Matrix and/or child care licensing regulation. The coordinator will act as a liaison between the CDTC and the California Department of Education/Early Education and Support Division to disseminate information to campus faculty regarding state initiative and trends in early childhood education.

G. California Early Childhood Mentor Program

Agency: Chabot-Las Positas Community College District

Agreement Term: August 1, 2016 – July 31, 2017

District Location: Fresno City College

Total Funding Amount: \$3,318

Background: Fresno City College has received a new agreement from Chabot-Las Positas Community College District. The funding will be used to offer a Mentor seminar and a Director seminar, and modifying and distributing Mentor and Director Mentor re-certification applications. Upon written request an additional \$1,584 can be made available to offer a Mentor Teacher/Adult Supervision Course.

H. Child Development Training Consortium

Agency: Yosemite Community College District

Agreement Term: September 1, 2016 – June 30, 2017

District Location: Clovis Community College

Total Funding Amount: \$5,000

Background: Clovis Community College has received a new agreement from Yosemite Community College District. The funding will be used to implement the Child Development Training Consortium (CDTC) program. Clovis Community College will designate a campus coordinator to implement the CDTC program at the local level and provide courses meeting the Child Development Permit Matrix and/or child care licensing regulation. The coordinator will act as a liaison between the CDTC and the California Department of Education/Early Education and Support Division to disseminate information to campus faculty regarding state initiative and trends in early childhood education.

I. CTE Data Unlocked Grant

Agency: Rancho Santiago Community College District

Agreement Term: August 1, 2016 – October 31, 2017

District Location: Fresno City College

Total Funding Amount: \$50,000

Background: Fresno City College has received a new grant sub-agreement from Rancho Santiago Community College District. . This new funding will be used to assist with integrating data into the college process, and hire a consultant to assist with implementation.

J. NAGPRA Consultation/Documentation Grant

Agency: United States Department of Interior, National Parks Service

Agreement Term: September 1, 2016 – August 31, 2018

District Location: Fresno City College

Total Funding Amount: \$83,814

Background: Fresno City College has received a new agreement from the United States Department of the Interior, National Parks Service. The award is the 2016 Native American Graves Protection and Repatriation Act (NAGPRA) Consultation/Documentation Grant. This new funding will facilitate repatriation and determine disposition of Native American human remains identified through osteological analysis of the faunal collections in the FCC anthropology collection. FCC will facilitate repatriation of sacred objects identified through consultation with local Native American tribes. In addition, FCC will host NAGPRA training for tribal representatives.

K. Proposition 39 Clean Energy Workforce Program Grant

Agency: Kern Community College District

Agreement Term: September 1, 2016 – April 30, 2017

District Location: Fresno City College

Total Funding Amount: \$60,000

Background: Fresno City College has received a new sub-agreement from Kern Community College District. The funding stems from the Proposition 39 to provide program improvement to participating energy related instructional programs. The funding will allow

Fresno City College to revamp and expand their air conditioning curriculum to meet the State's objectives relating to zero net energy buildings.

L. Hispanic Serving Institutions STEM & Articulation Program

Agency: United States Department of Education

Agreement Term: October 1, 2016 – September 30, 2017

District Location: Reedley College

Total Funding Amount: \$1,013,421

Background: Reedley College has been awarded a new grant agreement from the United States Department of Education. It is anticipated that the grant will be for total of five years. The funding will be used to allow Reedley College to increase the number of Hispanic students who receive degrees in STEM related fields and develop new transfer programs and activities in emerging STEM fields.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: October 4, 2016

SUBJECT: Consideration to Approve Purchase of
Pianos, Fresno City College

ITEM NO. 16-116G

EXHIBIT: None

Background:

Fresno City College has identified an immediate need for two grand pianos specifically related to specialized music instruction at the campus. Approved funding will be used to procure these two Steinway & Sons pianos that are available from a single source because of the uniqueness of the equipment, the necessity to match existing instructional equipment, and the methods necessary to select and procure these items.

Although this was previously approved, it has been added to the consent agenda because it exceeded the bid limit. This is a similar process to our deferred maintenance and capital projects. Once we actually receive bids, we bring them back to the board when they exceed the limits.

Steinway instruments are the performance standard for all other pianos both in physical performance and tone quality. They are used almost exclusively on the concert stage and music competitions worldwide. For the students to develop proper techniques and ear training they need to succeed in their musical educations, they need to be exposed and become familiar with Steinway pianos. These pianos are recognized as the “state of the art” instruments both nationally and internationally. Steinway grand pianos give our students the best chances at success in performance situations, competitions, and pursuing a career in music. Our fleet of pianos in the Music Department at Fresno City College is composed almost completely of Steinway & Sons manufactured instruments, and with this purchase, will now include a concert grand, Model D, and two Model B pianos for performance and teaching. By having instruments from the same manufacturer, students are guaranteed continuity between practice instruments, teaching instruments, and concert pianos.

Each instrument is made by hand and takes over a year to complete. Each piano meets both our expert FCC faculty needs and unique acoustic requirements.

We order the pianos through local vendor Valley Music Center. Selection of these pianos is complicated by the unique nature of the instrument. Our faculty travels back to Washington, D.C. to hear the pianos and are individually selected by faculty for their tonal quality and the

nature of the acoustic environment where placed. Although purchased as a sole source, administration has performed a value analysis to confirm that pricing is fair, accurate and compares favorably with similar purchases by other educational institutions. The total cost for these two Steinway, Model B, 6'11" Grand Pianos is \$167,983. This price includes taxes and freight, delivery to the proper location, and tuning. This purchase will be paid for with previously approved 2016-2017 instructional equipment funding.

Recommendation:

In accordance with Board Policy 6340, administration recommends the Board of Trustees approve the purchase of two Steinway, Model B Grand Pianos for Fresno City College, in the amount of \$167,983, and authorize purchase orders to be issued for these items.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: October 4, 2016

SUBJECT: Consideration to Authorize Agreement for Engineering Services, Air Handler Scheduled Maintenance Project, Fresno City College

ITEM NO. 16-117G

EXHIBIT: None

Background:

At the September 2016 meeting, the Board of Trustees approved the annual budget that contained substantial state funding for scheduled maintenance projects approved by the State Chancellors Office. A significantly sized project to replace air handlers at several buildings across the Fresno City College campus will be designed and bid under this funding. The total project estimate to replace air handlers at Fresno City College Speech-Music, Language Arts, Library, Gymnasium and Art buildings, from design through construction, is \$5.3 million. Of that, \$4.4 million is designated for construction.

The administration has evaluated proposals for the Fresno City College air handler replacement project from both Teter, LLP and Lawrence Nye Carlson Associates. The low proposed fee from Teter, LLC includes all engineering and other necessary services, and at 6.75% of estimated construction costs this price is well within the guidelines established by the State Chancellors Office for this type of project. Teter, LLP, has been the engineer of record for a number of past HVAC projects. The administration believes it to be within the best interest of the District to continue working with Teter, LLP, and is recommending award of a professional services agreement for this project.

Fiscal Impact:

\$297,000.00 - Capital Projects Fund for Scheduled Maintenance

Recommendation:

In accordance with Board Policy 6340, administration recommends the Board of Trustees authorize an Agreement with Teter, LLP for engineering services for the Fresno City College Speech-Music, Language Arts, Library, Gymnasium and Art Building Air Handler Scheduled Maintenance Project, and authorize the 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: October 4, 2016

SUBJECT: Consideration to Authorize Agreement for Portal Integration and Customization Services, Districtwide

ITEM NO. 16-118G

EXHIBIT: None

Background:

The district has been involved in a number of key technology implementations and pilot initiatives with the State Chancellor's Office. One of these initiatives is the implementation of a portal to simplify information access and exchange for students, faculty, and staff. The portal will serve as a single virtual doorway for students and employees to access information and systems. Completion of this project will create a consistent user experience across all of our colleges and allow for a single username and password access for systems utilized by SCCCD and the State Chancellor's Office.

The Technology Center for California Community Colleges utilized the RFP process to select a software service provider for portal integration and customization services. Unicon, Inc. was selected by The Technology Center due to their unique expertise with Uportal open source software. By using open-source Uportal, the district intends to standardize the work of the State Chancellor's Office portal provider while using the same selected and approved vendor to customize and integrate systems. An agreement with Unicon will position us to leverage the same portal technology and expertise utilized under the state's technology initiatives and will allow us to partner with the state's Technology Center moving forward with future enhancements.

Attempts were made to obtain pricing through an informal RFP process but administration was unable to identify competing software service consultants that provided similar comprehensive services or pricing. Since Unicon is the selected vendor for the state level portal RFP and a leading software service provider specializing in open source solutions, administration is recommending the authorization of a sole-source agreement with Unicon, Inc. to provide portal integration and customization services for the district portal project. Value analysis has shown pricing to be competitive with similar agreements for this type of service. It is anticipated that the cost for services under this agreement will be \$135,750. Funding for this project will be covered by state and federal grants that were awarded to SCCCD to support the implementation of the state's technology pilot initiatives.

Recommendation:

In accordance with Board Policy 6340, administration recommends the Board of Trustees authorize an agreement with Unicon, Inc. for Portal Integration and Customization Services, Districtwide in an the amount of \$135,750; and authorize the 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: October 4, 2016

SUBJECT:	Consideration to Approve Agreement for Purchase of Industrial Equipment and Supplies, Districtwide	ITEM NO.	16-119G
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EXHIBIT: None

Background:

Grainger Industrial Supply is an industry leader that supplies a wide variety of industrial supply items used throughout the district. Currently the district uses a combination of e-commerce and traditional purchasing procedures for industrial items necessary for maintenance and operations, janitorial and industrial education. Because of the volume of items purchased from Grainger throughout the year, it is appropriate to designate and use an available piggyback contract that gives high volume discounts and advantages to participating agencies.

Master Agreement No. CNR01248 with Educational & Institutional Cooperative Service, Inc. (E & I), is for the purchase of industrial equipment and supplies from Grainger Industrial Supply. E & I is a not-for-profit purchasing consortium serving the needs of higher education. The district currently utilizes several of their competitively bid and awarded contracts for goods and services. Purchase of Grainger industrial products through this E & I consortium agreement will allow for streamlined and cost-effective procurement of standardized industrial equipment and supply items under competitively bid terms and conditions. The utilization of this agreement does not preclude the use of other existing contracts and vendors for the purchase of like items. Purchases against this agreement will be from previously approved general fund and categorical budgets.

Recommendation:

In accordance with Board Policy 6340, administration recommends the Board of Trustees approve participation in the Educational & Institutional Cooperative Service, Inc. Master Agreement No. CNR01248 for the purchase of industrial equipment and supplies for all districtwide locations, and authorize purchase orders to be issued against this agreement.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: October 4, 2016

SUBJECT: Consideration to Accept Construction Project ITEM NO. 16-120G
 for Physical Science Fume Hood Replacement,
 Reedley College

EXHIBIT: None

Background:

The project for Physical Science Fume Hood Replacement, Reedley 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 Physical Science Fume Hood Replacement, Reedley College; and
- b) authorize the 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: October 4, 2016

SUBJECT: Consideration of Claim, Brittany Walton

ITEM NO. 16-121G

EXHIBITS: None

Background:

The district is in receipt of a claim submitted by Brittany Walton and the board is being asked to take action in accordance with Government Code section 900 et seq. The board must reject the claim when there is a question of district liability and the amount of the claim is disputed. The claim has been submitted to the Valley Insurance Program Joint Powers Agency (VIPJPA) and its claims administrator for defense coverage.

Estimated Fiscal Impact:

Unknown

Recommendation:

In accordance with Board Policy 3810, administration recommends the Board of Trustees reject the claim submitted by Brittany Walton and direct the chancellor or vice chancellor of finance and administration to give written notice of said action to the claimant.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: October 4 2016

SUBJECT: Consideration to Approve Fall 2016,
Spring 2017 and Fall 2017 Curriculum
Proposals for Clovis Community College

ITEM NO. 16-122G

EXHIBIT: Curriculum Proposals

Background:

The new courses, course revisions, new programs, and program revisions being presented by the colleges have been reviewed by the appropriate curriculum committees as part of the curriculum approval process. They have also been reviewed and approved for presentation to the Board of Trustees by the District Educational Coordination and Planning Committee. The following are hereby submitted:

CLOVIS COMMUNITY COLLEGE		
Voc	Non-Voc	
	1	New Programs
	5	Revised Courses
	2	Deleted Courses
3	11	Distance Learning Courses

Recommendation:

In accordance with Board Policy 4020, administration recommends the Board of Trustees approve the Clovis Community College curriculum proposals, as presented.



Clovis
Community
College

Clovis Community College

Office of Instruction

To ECPC September 23, 2016

PROPOSED DISTANCE EDUCATION

Effective Fall 2016

Approved and Recommended by the Curriculum Committee

1. 100% Internet, new

- a. Foods and Nutrition 35: Nutrition and Health
- b. Foods and Nutrition 40, Nutrition
- c. Library Skills 1, Information Competency-Research Skills

2. Open Option/Hybrid – Internet with 1%-99% on-campus meetings, new

- a. Communication 8: Group Communication (50% online, 50% face-to-face)
- b. Communication 25: Argumentation (50% online, 50% face-to-face)
- c. Foods and Nutrition 35: Nutrition and Health (50% internet, 50% face-to-face)
- d. Health 1, Contemporary Health Issues (50% internet, 50% face-to-face)
- e. Mathematics 11, Statistics (86.79% online, 13.21% face-to-face)
- f. Mathematics 103, Intermediate Algebra (86.79% internet, 13.21% face-to-face)
- g. Mathematics 201, Elementary Algebra (86.79% internet, 13.21% face-to-face)
- h. Spanish 1, Beginning Spanish (50% online, 50% face-to-face)
- i. Spanish 2, High-Beginning Spanish (50% online, 50% face-to-face)
- j. Spanish 3, Intermediate Spanish (50% online, 50% face-to-face)
- k. Spanish 4, High-Intermediate Spanish (50% online, 50% face-to-face)



Clovis
Community
College

Clovis Community College

Office of Instruction

To ECPC September 23, 2016

PROPOSED COURSE REVISIONS

Effective Spring 2017

Approved and Recommended by the Curriculum Committee

CREDIT, DEGREE APPLICABLE, TRANSFERABLE

- 1. Counseling 47, Learning Strategies, 2 units, 2 weekly lecture hours. Advisories: Eligibility for English 125 and 126.**
Revised student learning outcomes and updated textbooks. (In-lieu RC's COUN-47)
- 2. Counseling 53, College and Life Management, 3 units, 3 weekly lecture hours, Advisories: Eligibility for English 125, 126, and Mathematics 201.**
Revised student learning outcomes and objectives; updated textbooks. (In-lieu FCC-s and RC's COUN-53)
- 3. Counseling 263, Leadership Development, 1.5 units, 1 weekly lecture hour, 1.5 weekly lab hours.**
Revised student learning outcomes and objectives; updated textbooks. (In-lieu RC's COUN-263)



Clovis Community College

Office of Instruction

To ECPC September 23, 2016

PROPOSED COURSE DELETIONS

Effective Spring 2017

Approved and Recommended by the Curriculum Committee

CREDIT, DEGREE APPLICABLE, TRANSFERABLE

1. **Counseling 2, Tutoring Practicum**
2. **Counseling 120, College Introduction**



Clovis
Community
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Clovis Community College

Office of Instruction

To ECPC September 23, 2016

PROPOSED COURSE MODIFICATIONS

Effective Fall 2017

Approved and Recommended by the Curriculum Committee

- 1. Communication 25, Argumentation, 3 units, 3 lecture hours. Prerequisites: Completion of English 1A or 1AH, and Communication 1 or 1H.**
Revised prerequisites to, "Completion of English 1A or 1AH, and Communication 1 or 1H, or Communication 4 or Communication 8."
- 2. Counseling 3A, Understanding Transfer: California State University, 1 unit, .67 weekly lecture hours (12 total), .67 weekly lab hours (12 total). Advisories: Eligibility for English 125, 126, and Mathematics 201.**
Increased weekly lecture hours to 1 and delete lab hours; revised student learning outcomes and objectives; updated textbooks. (In-lieu RC's COUN-3A)



Clovis
Community
College

Clovis Community College

Office of Instruction

To ECPC September 23, 2016

PROPOSED NEW PROGRAMS

Effective Fall 2017

Approved and Recommended by the Curriculum Committee

1. **ASSOCIATE IN ARTS IN ECONOMICS FOR TRANSFER**

Associate in Arts Degree for Transfer

Courses added, existing

Accounting 4A, Financial Accounting

Accounting 4B, Managerial Accounting

Business Administration 5, Business Communications

Business Administration 39, Finite Mathematics for Business

Economics 1A, Principles of Macroeconomics

Economics 1B, Principles of Microeconomics

Information Systems 15, Computer Concepts

Information Systems 47, Visual Basic

Mathematics 5A, Math Analysis I

Mathematics 5B, Math Analysis II

Mathematics 6, Math Analysis III

Mathematics 11, Elementary Statistics

Mathematics 17, Differential Equations and Linear Algebra

Statistics 7, Elementary Statistics

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

PRESENTED TO BOARD OF TRUSTEES

DATE: October 4, 2016

SUBJECT: Consideration to Approve District
Representatives to Serve on the State
Center Adult Education Consortium

ITEM NO. 16-123G

EXHIBIT: None

Background:

In 2013-2014, the state budget included a two-year, \$25 million total, statewide adult education planning grant. AB 86 called for the development of local regional consortia comprised of representatives from community college districts, K-12 districts, and other organizations that serve a role in adult education (each consortium was defined by the boundaries of a community college district). The purpose of the planning grant was to evaluate existing adult education programs, identify needs/gaps, and develop plans to address the identified needs/gaps.

To transition from planning to implementation, the 2015-2016 state budget includes a \$500 million Adult Education Block Grant to be allocated among the regional consortia. The accompanying trailer bill, AB 104, includes language that identifies the program areas of adult education that can be funded through this allocation and the necessary decision-making structure. Specifically, AB 104, Article 9, Section 84905(a) authorizes a community college district, school district, county office of education, or any joint powers authority to join the local adult education consortium as a member; Section 84905(c) states that a member of the consortium shall be represented only by an official designated by the governing board of the member; and Section 84905(d)(1) describes the decision-making procedures, including a requirement that all members of the consortium shall participate in any decision made by the consortium, Section 84905(d)(1)(A).

An official representative is necessary to ensure that State Center Community College District has a full voice in the decision-making process in State Center Adult Education Consortium, including the disbursement of consortium funds to provide adult education courses and student support services authorized by AB 104, Section 84913.

At its September 16, 2016, meeting, the State Center Adult Education Consortium Board voted to expand the number of State Center Community College District representatives to better represent the SCCCD colleges.

Recommendation:

It is recommended that the Board of Trustees approve the following representatives and alternates to serve on the State Center Adult Education Consortium Board through June 2018:

Fresno City College

Dr. Donna Cooper

Mr. Don Lopez, Alternate

Reedley College

Dr. Todd Davis

Ms. Leticia Canales, Alternate

Clovis Community College

Mr. Lee Brown

Dr. Linda Thomas, Alternate

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

PRESENTED TO BOARD OF TRUSTEES

DATE: October 4, 2016

SUBJECT: Consideration to Approve Out-of-State
Student Travel for Fresno City College
Forensic/Debate Team

ITEM NO. 16-124G

EXHIBIT: None

Background

Fresno City College is seeking board approval for six student members of the Forensic/Debate Team to travel to Reno, Nevada, to participate in the “Biggest Little City Classic Tournament” October 21-23, 2016. This tournament is hosted by the University of Nevada. Colleges and universities from approximately ten other states will be participating and the tournament provides unique exposure for our students.

Instructors and team advisors Eric Fletcher and Dan Scott will accompany the students on this trip. No district funds will be used for student travel costs.

Recommendation

In accordance with Administrative Regulation 4300, administration recommends the Board of Trustees approve Fresno City College students to travel to Reno to participate in this forensic/debate tournament with the understanding that it will be financed without requiring expenditures of district funds.

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

PRESENTED TO BOARD OF TRUSTEES

AMENDED
DATE: **October 4, 2016**

SUBJECT: Second Reading and acceptance
of Clovis Community College
Accreditation Follow-Up Report

ITEM NO. 16-46

EXHIBIT: **CCC Follow-Up Report**

Background

The Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges (ACCJC) granted initial accreditation to Clovis Community College effective July 1, 2015. The Commission required Clovis Community College to submit a follow-up report on March 1, 2016, followed by a visit of an external evaluation team on District recommendations 7, 8, and 9. Initial accreditation with a follow-up report is granted when the institution substantially meets or exceeds the eligibility requirements, accreditation standards, and commission policies, but has recommendations on a small number of issues of some urgency that need to be addressed immediately.

The external evaluation team conducted their follow-up site visit on April 4, 2016. Based on that visit, the college is required to submit a follow-up report by October 15, 2016. ACCJC, in their letter of July 8, 2016, stated that the requirements for District recommendation 7 had been addressed. The follow-up report will address our progress toward meeting District recommendations 8 and 9.

A draft copy of the follow-up report was presented to the Board of Trustees for review on September 6, 2016. We are now submitting the final draft document to the board for a second reading.

Following the October Board meeting, the Clovis Community College Follow-Up Report will be submitted to the ACCJC by October 15, 2016. A copy of the final report will be posted to the Clovis Community College website, and copies will be provided to the Board.

Recommendation

There is no recommendation at this time.

**Clovis Community College
Follow-Up Report
October 15, 2016**

Submitted by:

Clovis Community College
10309 N. Willow Avenue
Fresno, CA 93730

Submitted To:

Accrediting Commission for Community and Junior Colleges
Western Association of Schools and Colleges
October 15, 2016

Left blank intentionally

CERTIFICATION OF THE FOLLOW-UP REPORT

Date: October 15, 2016

To: Accrediting Commission for Community and Junior Colleges
Western Association of Schools and Colleges

From: Lori Bennett, Ed.D.
Clovis Community College
10309 N. Willow Ave.
Fresno, CA 93730

I certify that there was broad participation/review by the campus community, and believe this report accurately reflects the nature and substance of this institution.

Dr. Lori Bennett
President
Clovis Community College

Mr. Richard Caglia
President, Board of Trustees
State Center Community College District

Dr. Paul Parnell
Chancellor
State Center Community College District

Ms. Kelly Fowler
Accreditation Co-Chair
Accreditation Liaison Officer
Clovis Community College

Ms. Leslie Ratá
Accreditation Co-Chair
Clovis Community College

Mr. Dan Hoffman
Classified Senate President
Clovis Community College

Ms. Elizabeth Romero
Academic Senate President
Clovis Community College

Ms. Vanessa Suarez
Associated Student Government President
Clovis Community College

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REPORT PREPARATION

This Follow-Up Report addresses the two District Recommendations identified by the Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges (ACCJC), in a letter dated July 8, 2016 addressed to Deborah Ikeda, Clovis Community College President. The purpose of this report is to demonstrate the corrective actions taken to resolve the deficiencies cited by the evaluation team based on the follow-up site visit on April 4, 2016. [Evidence: # 1, 2]

The report was prepared by a college workgroup which included the members listed below:

- Lori Bennett, President
- Kelly Fowler, Vice President of Instruction and Student Services, Accreditation Liaison Officer, Self-evaluation Co-chair
- Leslie Ratá, Administrative Assistant, Self-evaluation Co-chair
- Liz Romero, Child Development Professor, Academic Senate President, Interim Self-evaluation Co-chair
- Dan Hoffman, Building Generalist, Classified Senate President
- Vanessa Suarez, Associated Student Government President
- Barbara Hioco, Interim Vice Chancellor of Educational Services and Institutional Effectiveness, District Accreditation Liaison Officer

The report was vetted through the College’s participatory governance process, and provided to the college community via posting on the Blackboard website. This process ensured an opportunity for campus-wide review and input. The report was also reviewed and discussed at two board meetings.

The following table shows the follow up report timeline and activities:

Activity	Date
Receive letter from ACCJC	July 8, 2016
Review letter/post to website	July 13, 2016
Establish work group/review team	August 15, 2016
Draft 1 Due	August 19, 2016
Discuss at Chancellor’s Cabinet	August 22, 2016
Discuss at Academic Senate 1 st Read	August 23, 2016
Discuss at Associated Student Government	August 24, 2016
Discuss at President’s Cabinet	August 25, 2016
Discuss at Classified Senate	August 26, 2016
Discuss at Accreditation Steering Committee	August 26, 2016
Discuss at College Council	August 26, 2016
Draft 2 Due	August 29, 2016
Discuss at Chancellor’s Cabinet	August 29, 2016
Post to Blackboard website for all-campus review	Aug 30-Sept 9, 2016
Board of Trustees 1 st Read (Draft 2)	Sept. 6, 2016

Academic Senate 2 nd Read	Sept. 27, 2016
Final Draft Due	Sept. 28, 2016
Board of Trustees 2 nd Read	October 4, 2016
Submit Final Report to ACCJC	October 15, 2016

[Evidence: # 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16]

Response to Recommendations

BACKGROUND

On June 29, 2015 the ACCJC sent a letter to Clovis Community College granting initial accreditation and requiring Clovis Community College to submit a Follow-Up Report in March 2016 to address “recommendations on a small number of issues of some urgency which, if not addressed immediately, may threaten the ability of the institution to continue to meet the Eligibility Requirements, Accreditation Standards, and Commission policies.” The letter stated that the Follow-Up Report would be followed by a visit from an external evaluation team. [Evidence: # 17, 18, 19]

Clovis Community College submitted a Follow-Up Report on March 1, 2016, addressing three District Recommendations outlined in the June 29, 2015 ACCJC letter. These were:

- **District Recommendation 7: Financial Resources**
- **District Recommendation 8: Leadership and Governance**
- **District Recommendation 9: Leadership and Governance**

Following the submission of this report, on April 4, 2016, an external evaluation team participated in a site visit at Clovis Community College to review our improvements in these areas.

On July 8, 2016, the ACCJC sent a letter to Clovis Community College stating that the College had addressed the requirements for District Recommendation 7. It also took action to require the College to submit another Follow-Up Report by October 15, 2016 demonstrating continued improvement with regard to Standards IV.B.1.a-j and IV.B.1.a from the two remaining recommendations. These are:

- **District Recommendation 8: Leadership and Governance**
In order to increase institutional effectiveness the team recommends that the Board continue to make a concerted effort to learn about, and act in a manner that is consistent with, its policies and bylaws. The team also recommends the Board conduct regular reviews of its policies and procedures, particularly related to board operation and behavior. (IV.B.1.a-j)
- **District Recommendation 9: Leadership and Governance**
In order to increase institutional effectiveness, the team recommends that the Board improve its performance through continuing its efforts to allow the Chancellor to fully exercise the authority of his/her position to improve the effectiveness of the District. (IV.B.1.a)

[Evidence: # 2]

This Follow-Up Report will show that the Chancellor and the Board of Trustees are working collaboratively and have made significant progress to meet the standards as required by the ACCJC.

District Recommendation 8: Leadership and Governance

ACCJC Recommendation:

In order to increase institutional effectiveness the team recommends that the Board continue to make a concerted effort to learn about, and act in a manner that is consistent with, its policies and bylaws. The team also recommends the Board conduct regular reviews of its policies and procedures, particularly related to board operation and behavior. (IV.B.1.a-j)

In the May 2016 External Evaluation Report, the external evaluation team stated the following conclusion and recommendations for improvement:

“The team suggests that the entire Board continue to make a concerted effort to learn about their roles, to review and understand their own policies and bylaws, and to practice acting in a manner that is consistent with those policies and bylaws. Additionally, the team suggests that all trustees make a commitment to continued professional development at conferences sponsored by CCLC, ACCT, or locally with special sessions and workshops covering topics like trustee roles and responsibilities, the difference between policy and operations, and Board/CEO relationship. The team also suggests that the Board conduct regular reviews of its policies and procedures, particularly related to board operation and behavior, the Brown Act and Ethics. (IV.B.1.a-j)”
[Evidence: # 1]

Evidence of Meeting the Standard for Recommendation 8

The Board of Trustees has participated in a variety of professional development trainings, has collectively reviewed relevant Board Policies, and has participated in several related discussions including: exploring the Board’s role and authority, defining and respecting the Chancellor’s role, defining “micromanaging,” speaking as one voice when representing the Board, abiding by accreditation standards, and defining and following board meeting procedures. Based on these discussions, the board members are making an effort to follow Brown Act rules and keep discussions focused on policy governance topics.

After the April 4, 2016 site visit, the new Chancellor immediately began working to address the concerns raised by the visiting team. An example of this includes working with board members to make procedural changes to the flow of board meetings to ensure that the meetings run in an effective, efficient, and supportive manner. For example, to stay focused on agenda items and to follow Brown Act rules, the Chancellor and Board place new topics on a “Future Agenda Items” list. In addition, the Board and Chancellor have scheduled special board meetings each month from June through November, 2016 to allow the Board more time to discuss these topics, which is helping them to clarify their roles and better understand their policies. [Evidence: # 20, 21]

Board Meetings and Special Sessions

At the April 5, 2016 board meeting, the Board of Trustees and the new Chancellor held a robust discussion regarding Board Policies and protocols that relate to the conduct of trustees during board meetings. Since April, the Board and Chancellor have worked together to focus board meeting discussions on policies and protocols that relate to specific agenda items. [Evidence: # 22]

On April 22-23, 2016, the Board of Trustees held a two-day retreat and spent the time reviewing 27 Board Policies. Reviewing the policies provided an important professional development training opportunity for the Board. The following topics and Board Policies were reviewed:

- Review of Board Policies Regarding Meetings, Agenda, Brown Act, Roles of Trustees and Chancellor (BP 1100, 1200, 2340, 2405, 2345, 2012, 2270, 2330, 2430, 6100)
- Review of Accreditation, Board, Chancellor, and Presidents Standards (BP 3200, 2430)
- Board Room Location and Facilities (BP 2365, 6600)
- Human Resource Hiring Policies (BP 3410, 3420, 7100, 7110, 7120, 7210, 7250)
- Bond Status Report (BP 6600)
- Budgeting Policies (BP 6200, 6330)
- Accreditation, Strategic Planning, Grants, and 2016 Scorecard (BP 3200, 3250, 3280)

[Evidence: # 23, 24, 25, 41]

At the May 3, 2016 regular board meeting, changes to BP 1100 were also introduced, with discussion and recommended adoption of the revised policy to take place at subsequent board meetings, demonstrating a deeper understanding of the Brown Act requirements. [Evidence: # 26]

At the June 14, 2016 regular board meeting, Trustees requested a list of items be added to the “Future Agendas Items” list. Trustees pulled several items from the consent agenda for further clarification. After considerable discussion, the Board passed each item. During this meeting, the proposed 2016-2017 Tentative Annual Budget was presented for board approval. After extensive discussion, the Board approved the tentative budget without dissent, with the request to include a workshop for further discussion in July at the Chancellor’s discretion. [Evidence: # 20]

On June 29, 2016, the Board held a special, all-day session, including the Chancellor, district managers, and college presidents on the topic of self-evaluation. The Chancellor hired Dr. Mitch Rosenberg to facilitate the Board’s interactions and build awareness of the roles and communication processes. This session built a working foundation for constructive discussions related to the Board’s self-evaluation. [Evidence: # 27]

Following this meeting, Dr. Rosenberg worked with the Board to develop a self-evaluation instrument. Each board member completed his own self-evaluation. Another meeting was held with Dr. Rosenberg on September 23, 2016, to complete the self-assessment process. During

this meeting, the Board addressed board authority, board roles, and the difference between policy governance and micromanaging. [Evidence: # 28, 29]

On July 5, 2016, the Board held a regular board meeting. Trustees requested a list of items be added to the “Future Agenda Items” list. Trustees also pulled several items from the consent agenda for further clarification. After some discussion, the Board passed each item. During the meeting, a board member began to discuss a topic not on the agenda. As evidence of the Board working to follow their Board Policies and processes, this prompted significant discussion regarding Brown Act and future agenda item procedures. [Evidence: # 30]

On July 27, 2016, the Board held a special budget study session to learn more about the colleges’ processes for budget development and to discuss their role in the process. At this session, each college gave a brief presentation and the Board asked a variety of questions in a collegial and respectful manner. [Evidence: # 31, 32]

As evidence of their improved functioning, during the August 6, 2016 regular board meeting, the Board continued to participate in respectful discussions on various topics. Since April, the majority of the Board continues to address questions to either the Board President or the Chancellor to ensure that the focus of the Board remains policy-oriented. This process has been implemented over the last few months to ensure that board meetings run effectively, efficiently, and respectfully, and to help ensure that the Board follows all legal requirements. [Evidence: # 33]

On August 25, 2016, the Board held a special bond implementation session to learn more about the colleges’ processes for implementation and oversight of the bond projects. As a result, the Board has come to a clear and collective understanding of its role as a board. [Evidence: # 34, 35]

On September 6, 2016, the Board held a regular board meeting. Trustees pulled a few items from the consent agenda, held a brief discussion, and then passed each item. Board members and presenters addressed their comments and questions to the Board President or the Chancellor. [Evidence: # 36]

In addition to regular monthly board meetings, the Board also scheduled special sessions in September, October, and November. [Evidence: # 21]

The Chancellor has also reinstated a “Future Agenda Items” list to organize and prepare for productive board meetings. The list keeps the discussion in compliance with the Brown Act and supports the Board’s focus on policy-making. [Evidence: # 37]

Board Professional Development

Two board members attended the CCLC Trustee Conference in Desert Spring, Ca. April 29 – May 1, 2016. Three trustees are registered to attend the ACCT Conference in New Orleans on October 5-7, 2106. Two trustees are also registered to attend the CCLC Annual Convention in Riverside, Ca. November 17-19, 2016. In addition, all the trustees have supported and

participated in special sessions facilitated by Dr. Rosenberg. Since April, the Board has also scheduled seven “special sessions” to allow time to discuss its role and Board Policies related to specific topics. [Evidence: # 21, 27, 28, 38, 39, 40]

Evaluation

Based upon board meetings held since April, the Board continues to make a concerted effort to discuss their roles, to review and understand the Board Policies and procedures, and to act in a manner that is consistent with those policies and procedures.

The Chancellor has made a significant effort to work with the Board, to make specific changes, and to improve board functioning focused on policy governance.

The roles and responsibilities of the Board President have been clarified and utilized more effectively, resulting in board meetings that are more effective, efficient, and collegial. The enhanced structure also helps the Board stay focused on policy-oriented agenda topics and have a more organized discussion process. The Board President has made a significant effort to keep the meetings focused, keep conversations on task, facilitate trustee discussions that support respectful input, and ensure that all board members have an opportunity to share their thoughts. For example, at the July meeting, when there was a question about process, the Board President called on counsel for legal clarification, and the Board proceeded following advisement.

The Board supported the Chancellor in hiring Dr. Mitch Rosenberg to facilitate board interactions, build awareness of the roles and communication processes, and to lead the self-evaluation process. The trustees have also supported holding several special board meetings to allow more time to review policies and learn about their roles related to budget, bond implementation, accreditation, etc. In addition, two of the board members have participated in Community College League of California (CCLC) training, and others have plans to attend conferences in the near future.

Evidence that these efforts are working is the Chancellor’s authority to manage the flow of the meetings and to respond to questions. This change is a direct result of the Board supporting the delegation of authority. As an example, during the June 14, 2016 board meeting, the Board approved the 5-year construction plan, a transfer of funds to qualify for a state bond, the district’s EEO plan, and passed the tentative budget. These crucial district recommendations were approved by a board focused on policies, collegial exchange of perspectives among board members, and a respect for the authority the Board delegates to the Chancellor in accordance with accreditation standards.

District Recommendation 9: Leadership and Governance

In order to increase institutional effectiveness, the team recommends that the Board improve its performance through continuing its efforts to allow the Chancellor to fully exercise the authority of his/her position to improve the effectiveness of the District.
(IV.B.1.a)

Evidence of Meeting the Standard for Recommendation 9

The Chancellor and Board have worked together to understand their roles and to allow the Chancellor to fully exercise the authority of his position. An example of this was at the June board meeting. After significant discussion, the Board approved the 5-year construction plan and a transfer of funds to qualify for a state bond. Also, after a serious discussion, the Board approved the proposed 2016-2017 Annual Budget without dissent. These crucial district recommendations were approved by the Board with a focus on Board Policies, following a collegial exchange of perspectives among board members, and a respect for the authority the Board delegates to the Chancellor in accordance with accreditation standards. [Evidence: # 20, 42]

In July, the Board held a special study session on the budget. As part of the presentation, the policy that specifically delegates authority to the Chancellor was strongly re-iterated. [Evidence: # 32]

The Board of Trustees developed and completed their self-evaluation survey. Several questions on the survey address the role of the Chancellor and the role of the Board. On September 23rd, Dr. Rosenberg facilitated a special session with the Board to discuss the survey results and develop goals for the future. [Evidence: # 28, 29]

Board Policy 2340 states that the Chancellor sets the agenda with the Board President. Since joining this district in April, the Chancellor has worked with the Board President to set each board agenda. The Chancellor has reinstated a “Future Agenda Items” list for topics raised by trustees. This list is an example of how the Board is following BP 2340, which states “Agendas shall be developed by the Chancellor in consultation with the Board President.” [Evidence: # 37, 42]

At each board meeting since April, sometimes following a thorough discussion, the Board has approved hiring recommendations made by the Chancellor. [Evidence: # 20, 30, 33]

The Chancellor has made a significant effort to work with the Board, to make specific changes, and to improve board functioning focused on policy governance. Evidence that these efforts are working is the Chancellor’s authority to manage the flow of the meetings and to respond to questions. This change is a direct result of the Board supporting the delegation of authority.

Evaluation

Although some board members have voiced frustration at not being able to make certain decisions, the Board as a whole is showing support for the Chancellor to fully exercise his authority in this way. Examples of this include the budget and bond implementation presentations which outlined the processes that each college follows to make these decisions and discussed the Board Policy that specifically delegates this authority to the Chancellor.

The Board also shows support for the Chancellor’s authority to set the board agenda by allowing topics of interest to be prioritized on the Chancellor’s “Future Agenda Items” list and by addressing their questions to him or the Board President.

Lastly, the Board is showing significant support for the Chancellor’s authority and role by supporting his decision to hire Dr. Rosenberg to facilitate the Board self-evaluation process.

Overall Conclusion:

The Board of Trustees has significantly improved its performance through continuing to allow the Chancellor to exercise the authority of his position. The Board has supported increased institutional effectiveness by taking serious steps to review and understand their policies and procedures, by following an agreed upon structure which allows them to focus on policy governance, and by working together in a respectful manner. The Board has also shown a commitment to continued professional development by working with Dr. Rosenberg and by attending a variety of conferences to learn more about their roles and responsibilities.

List of Evidence:

1	Follow Up Visit Report 5-12-16
2	ACCJC Commission Action Letter 7-8-16
3	Chancellor’s Cabinet Agenda 8-22-16
4	Academic Senate Minutes 8-23-16
5	Associated Student Government Minutes 8-24-16
6	President’s Cabinet Agenda 8-25-16
7	Classified Senate Minutes 8-26-16
8	Accreditation Steering Committee Minutes 8-26-16
9	College Council Minutes 8-26-16
10	Chancellor’s Cabinet Agenda 8-29-16
11	Follow Up Report Posted to Blackboard
12	Associated Student Government Minutes 8-31-16
13	BOT Minutes 9-6-16
14	Academic Senate Minutes 9-13-16
15	Academic Senate Minutes 9-27-16
16	BOT Agenda 10-4-16
17	External Evaluation Report 5-5-15
18	ACCJC Letter Granting Initial Accreditation 6-29-15
19	Follow Up Report 3-1-16
20	BOT Minutes 6-14-16
21	BOT Special Meetings April – November, 2016
22	BOT Minutes 4-5-16
23	BOT Retreat Agenda 4-22, 23-16
24	BOT Retreat Minutes 4-22, 23-16
25	BOT Retreat Accreditation Update 4-22-16
26	BOT Minutes 5-3-16

27	BOT Agenda 6-29-16
28	BOT Minutes 9-23-16
29	BOT Self Evaluation Form
30	BOT Minutes 7-5-16
31	BOT Minutes 7-27-16
32	BOT Meeting 7-27-16 Budget PowerPoint
33	BOT Minutes 8-6-16
34	BOT Minutes 8-25-16
35	BOT Meeting 8-25-16 Bond PowerPoint
36	BOT Minutes 9-6-16
37	BOT Future Agenda Items List
38	CCLC Training Travel Documents
39	ACCT Conference Travel Documents
40	Other travel docs ** update this title appropriately
41	BPs Reviewed at BOT Retreat 4-22, 23-16
42	BPs Related to the Role of the Chancellor and BOT, # 2210, 2340, 2405, 2430

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

PRESENTED TO BOARD OF TRUSTEES

DATE: October 4, 2016

SUBJECT: Consideration to Adopt Resolution Supporting ITEM NO. 16-47
 the California Students Vote Project

EXHIBIT: Resolution No. 2016.23

Background:

The California Students Vote Project is an effort led by the California Secretary of State's office in partnership with the California Lieutenant Governor's office, CalPIRG, California Common Cause, and Asian Americans Advancing Justice - Asian Law Caucus. These groups recognize that a healthy democracy must include the voices of California's next generation. The California Students Vote Project is advocating for the implementation of student voter registration best practices at public colleges and universities. This can be achieved by communicating with students about the importance of voting and asking them to register to vote.

In 2014, just 52 percent of California's eligible youth, ages 18 to 24, were registered to vote (at least 20 points lower than any other age group) and just 8.2 percent of eligible youth voted. A California Secretary of State report revealed that from January 2014 to February 2015, just 8,454 of the 2.8 million students at California's public colleges and universities registered to vote through an online opportunity provided by their campus—a mere 0.3 percent of the student body. We can certainly improve these numbers.

California's young people are already actively engaged in improving our communities. For various reasons, however, that activism does not always translate to the ballot box. It is incumbent upon all of us to ensure that the student voice is heard when decisions are made on Election Day. State Center Community College District has the opportunity to improve youth voter participation and build a new generation of civic leaders.

Recommendation:

It is recommended that the Board of Trustees adopt Resolution No. 2016.23 and send a resolution supporting the California Students Vote Project.

STATE CENTER COMMUNITY COLLEGE DISTRICT
RESOLUTION NO. 2016.23

RESOLUTION SUPPORTING THE CALIFORNIA STUDENTS VOTE PROJECT

WHEREAS, a civically engaged electorate is vital in order for a democracy to function effectively.

WHEREAS, sixty-three percent of freshmen entering community colleges in 2015 had reached voting age, or would soon reach voting age, and the 2016 general election will be this group's first opportunity to participate in an election; and,

WHEREAS, young adults play a critical role in our democracy by helping to choose the people who will lead us; and

WHEREAS, in the 2014 general election only 8.2 percent of 18 – 24 year olds cast ballots;

WHEREAS, college students are encouraged to participate in our democracy through civic and voter education programs, volunteering as poll workers, and by encouraging their peers, family members, and community to register to vote and participate in elections; and

WHEREAS, The California Student Voter Registration Act (SVRA) requires every community college and California State University (CSU) campus to allow its students to register to vote during the class registration process using a link to California's online voter registration system; and

WHEREAS, Only 38,514 students have registered through an official campus Online Voter Registration (OVR) link as of 2014, while California college systems have a combined student enrollment of 2.8 million (2014-2015 academic year); and

WHEREAS, having a higher number of young community college students involved in the election process can lead to lifelong voting habits and can improve the quality of life for all Californians; and

WHEREAS, California's Secretary of State, who serves as the state's chief elections official, is committed to strengthening our democracy by encouraging voter registration and increasing participation in all elections by all eligible Californians, including eligible students; and

WHEREAS, It is imperative that our community college administrators and leaders participate in the California Students Vote Project spearheaded by California Secretary of State Alex Padilla in partnership with the California Lieutenant Governor, CalPIRG, California Common Cause, and Asian Americans Advancing Justice;

NOW THEREFORE BE IT RESOLVED, that the Board of Trustees of State Center Community College District hereby adopts Resolution No. 2016.23 authorizing the district to support the California Students Vote Project.

PASSED AND ADOPTED ON THIS 4th day of October 2016, by the following vote:

AYES: _____ NOES: _____ ABSENT: _____

Board of Trustees Secretary
State Center Community College District

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

PRESENTED TO BOARD OF TRUSTEES

DATE: October 4, 2016

SUBJECT: Approval, Board of Trustees Self-Evaluation
Instrument and Process

ITEM NO. 16-48

EXHIBIT: None

Background:

At the September 23, 2016, special meeting of the Board of Trustees, consultant Dr. Mitchell Rosenberg provided the trustees with the State Center Community College District Board Self-Evaluation Report, which was based on surveys each trustee completed prior to the meeting. Dr. Rosenberg and the trustees conducted the board's self-assessment by means of an interactive discussion.

Recommendation:

In accordance with Board Policy 2745, administration recommends the board approve the instrument and process used in its self-evaluation.