



SAN LUIS OBISPO COUNTY COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES

BOARD MINUTES

Regular Meeting

October 3, 2012

2:30 p.m.

The Board of Trustees of the San Luis Obispo County Community College District met in Regular Session in the Associated Students Auditorium, room 5401, San Luis Obispo Campus, Highway 1, San Luis Obispo, California, and via video conference (polycom) (video conference) N1015, Nacimiento/Wolf Building, North County Campus, 2300 Buena Vista Drive, Paso Robles, California; members and the public having been noticed as prescribed by law.

1. **Call to Order** Meeting convened at 2:33 p.m.
2. **Roll Call - Establish Quorum**

Board Members	Present	Absent
Patrick W. Mullen, President	X	
Angela Mitchell, Vice President	X	
Gaye Galvan	X	
Per Mathiesen	X	
Charlotte Alexander	X	
3. **Approval of Agenda** **Motion to approve:** Mathiesen — **Passed** by majority vote of the Board and unanimously by those members present (6/0) to approve the agenda, as presented.
4. **Public Comment** None
5. **Recess to Closed Session** The Board recessed to Closed Session at 2:35 p.m.
6. **Reconvene in Open Session** The Board reconvened in open session at 4:04 p.m. Student Trustee Knowles was present.
7. **Pledge** Trustee Knowles

ADMINISTRATION PRESENT

Gil Stork, Superintendent/President

Toni Sommer, Asst Supt/VP Administrative Services

Sandee McLaughlin, Interim Asst Supt/VP Student Services

Deb Wulff, Interim Asst Supt/VP Academic Affairs

Gary Rubin, Interim Exec Dean, North County Campus and South County Center

Pamela Ralston, Dean

John Cascamo, Dean

Bret Clark, Interim Dean

Bill Benjamin, Exec Dir, Human Resources

Shannon Hill, Exec Dir, Inst Adv / Foundation

VISITORS SIGN-IN (Attachment A)**8. ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION** Government Code Section 54957.7

Trustee Mullen announced the following actions taken in closed session.

- The Board unanimously approved all appointments, appointment changes, and resignations, as presented.
- The Board provided direction to the Administration regarding employee negotiations.
- No further action was taken by the Board in closed session.

Public a. Agency Negotiator: Patrick Mullen
Employee General evaluation, Government Code Section 54957(b)(1)
Performance Superintendent/President
Evaluation

Public **Motion to approve as presented:** Mitchell — **Passed** by majority vote
Employee of the board and unanimously by those members present (5/0), to
Appointment approve the following public employee appointments, as presented.

Appointments Government Code Section 54957(b)(1)

- a. Short Term Temporary
- b. Fine Arts Instructional Assistant
- c. Instructional Aide II
- d. Fine Arts Instructional Assistant
- e. DSPS Faculty Coordinator

Public **Motion to approve as presented:** Alexander — **Passed** by majority
Employment vote of the board and unanimously by those members present (5/0), to
 approve the public employee appointment changes and resignations,
 as presented.

Appointment Change Government Code Section 54957(b)(1)

- a. Admissions & Records Technician to Admissions & Records Evaluation Analyst
- b. Admissions & Records Technician to Admissions & Records Evaluation Analyst
- c. Admissions & Records Technician to Admissions & Records Evaluation Analyst
- d. Admissions & Records Technician to Admissions & Records Evaluation Analyst

Resignation Government Code Section 54957(b)(1)

- a. Media Relations Coordinator
- b. Toddler & Preschool Assistant Teacher
- c. Clerical Assistant I

Retirement Government Code Section 54957(b)(1)

None

Public Employee Discipline/Dismissal/Release Government Code
54957(b)(1)
None

**Labor
Negotiations/
Terms &
Conditions**

**Labor Negotiations and Terms and Conditions of Employment for
Represented and Unrepresented Employees** Government Code
Section 54957.6(a)

- a. Human Resources Development Agency Negotiator: Bill Benjamin
Instructions Regarding Classified Employees; Negotiations
- b. Agency Negotiator: Bill Benjamin
Instructions Regarding Academic Employees; Negotiations
- c. Agency Negotiator: Patrick Mullen
Instructions Regarding Unrepresented Employees,
Superintendent/President, Confidential, Managers, Supervisors

9. REPORTS FROM EMPLOYEE ORGANIZATIONS

**Management
Senate**

No report.

**Academic
Senate**

Kevin Bontenbal, Academic Senate President, presented the following to the Board:

- The Senate endorsed approval of the Show Cause Report, Closure Report, and the Proficiency Report.
- He stated the college had come a long way as evidenced in the work that had been completed.
- He expressed concern with regard to the Long-Term Budget Reduction Plan
- He congratulated the faculty on achieving 100 percent proficiency for student learning outcomes and assessment, and lauded Greg Baxley and Sally Demarest for their work as the student learning outcomes coordinators.
- He announced the Senate would be holding elections in the fall for both president and vice president.
- He commented on the recent attacks on the governance process in San Francisco and stated the best decisions are a product of sound processes.

CCFT

Allison Merzon, CCFT President, presented the following to the Board:

- She congratulated the faculty on achieving 100 percent proficiency for student learning outcomes and assessment, and commended John Stokes for his leadership as Division Chair for Engineering Technology.
- She commented on the recent push for voter registration, recognizing the students and their work producing 100 new voters.
- She commented on the cons of proposition 32.
- She commented on the proposed Long-Term Budget Plan and thanked the administration for working with faculty and revisiting the process for how it would move forward.
- Union elections will occur in spring 2013 for president and vice president.

CCCUE

No Report

10. REPORTS FROM BOARD MEMBERS

Trustee Mitchell No report.

Trustee Mullen Trustee Mullen presented the following:

- He attended the District Dialogue for District 2 on the 21st.
- He commented on attending Good Morning SLO on the 27th with Cuesta staff and student ambassadors.

Trustee Galvan Trustee Galvan presented the following:

- She attended the faculty concert.
- She attended the recent Cuesta Gold event recognizing donors.

Trustee Mathiesen No report.

Trustee Alexander Trustee Alexander presented the following:

- She announced the author of the book of the year would be on campus February 27, 2013, and reminded everyone about the upcoming Gleeful concert put on by the Friends of the CPAC in support of the CPAC.

Trustee Knowles Trustee Knowles presented the following:

- He reported on Constitution Day activities.
- He reported club day as a huge success.
- The students are sponsoring a candidate's forum for local officials. The SLO campus forum will be held on the 16th in the Associated Students Auditorium and the North County on the 18th in Dallons Hall.
- The group is working on a resolution supporting proposition 30 and letters to parents requesting support for the Cuesta fund.

- 11. Report from Supt/Pres** Dr. Stork presented the following to the Board:
- He commented on the faculty art show and faculty concert held at the CPAC and stated it exhibited the potential of what the art plaza could be.
 - The College released a new web site. A report will be presented to the Board at the November meeting.
 - He noted the recent passing of former Cuesta employees.
 - He stated the recent agendas for the District Dialogues centered on accreditation and the impact of passing/not passing proposition 30 on the community college system. He announced the dates of upcoming dialogues.
 - He announced that on September 27th the first meeting of the new Chamber Advisory Committee met. John Cascamo has taken the lead on this endeavor and it has been a huge success. It marks the first time that all of the local chambers were gathered together at one time.
 - He recognized the Foundation monthly gift report.

- 12. Communication** **NOTE:** Members of the Board of Trustees and/or the Superintendent/President may report the receipt of various items of correspondence that may be of interest.

13. General Hearing of Public Comment

Board President, Pat Mullen, recognized the presence of the Cuesta College Student Ambassadors.

14. Reports

1. Institutional Effectiveness Outcomes (IEO) and Accountability Reporting for Community Colleges (ARCC)

Annual report of 2011-2012 IEO and ARCC data.

Dr. Stork provided the background on the purpose and effectiveness of the Board receiving regular updates on institutional effectiveness outcomes (IEO) and accountability reporting for community college (ARCC) data.

Ryan Cartnal, Director of Institutional Research presented the following to the Board:

- He presented a dashboard report summary to the Board, which provided a scorecard with all the institutional effectiveness outcomes on one page.
- He defined the ARCC performance framework; measures are based on MIS data.
- The college is compared on every measure to a benchmark (similar colleges). Different variables are used for each indicator to facilitate the comparisons.
- This report is required by law, but is also essential to the strategic plan. Many initiatives are determined by the proper analysis of ARCC data.
- The state used to look at what students had defined as their goal, but that turned out to be unreliable. Behaviorally defined cohorts are now used. Students who are acting a specific way, e.g., transfer can be tracked based on their behavior.
- The college is compared on every measure based on a benchmark with similar colleges. There are different variables used to align Cuesta with comparable colleges.
- Definitions have become complex. The state used to use what students had indicated as their goal to measure, but found that to be unreliable in defining cohorts. Behaviorally defined cohorts are now used; specific behavior which results in a transfer or degree.
- (IEO 1) The data indicates a drop in transfer students. Mr. Cartnal disaggregated the data to find a possible reason for the drop. The actual number of students who transferred dropped, but there was an increase in students who were prepared to transfer. His assumption is that there are fewer spots available at UC and CSU institutions for transfer students. Most of our students want to attend Cal Poly. Cuesta also has a higher population of students wanting to transfer than pursuing degrees.
- (IEO 2) Completing 30 units is related to an increase in income. The data indicate a decrease but the college is above the benchmark.
- (IEO 3) Persistence rate is measured from fall to fall. There has been a positive trend for the past few years and above the benchmark. Dr. Stork stated it did not matter where the student persisted. They could continue anywhere in the system, not just at Cuesta.
- (IEO 4) This measures the annual successful course completion for career/technical courses. The college remains above the peer group.
- (IEO 5) This measures the annual successful course completion rate for basic skills; non-transfer, non-degree. The college has consistently been below the benchmark but is trending positive.
- (IEO 6) Improvement rate for English as a Second Language – the percentage of students who move at least one level above their last course of study. Mr. Cartnal stated the data had been coded incorrectly during 2008, 2009, and 2010, but had since been corrected. The college is flat from last year but trending above previous measurements.
- (IEO 7) Improvement rate for credit basic skills; English and Math – the college has a downward trend over the past few years. Trustee Mullen inquired as to why

the downward trend has occurred. Mr. Carnal has discussed this with Math and English faculty in an effort to find the cause, but nothing is definitive so far. There is a lag of 3 years for the cohort.

- (IEO 8) This measures student success in obtaining/retaining a job after completing a vocational program. The college has always performed well above the benchmark and remains so, even though there has been a slight downward trend. The lag-time on this data is one year.
- (IEO 9A) This item measures the comparison of the college student population to that of the county. There are no new data here.
- (IEO 9B) This is a measure of campus climate. The last data available is from a 2006 Noel Levitz survey. The college just completed a Survey of Entering Students Engagement (SENSE) survey. The results should be available by March 2013. The college will also be administering the Community College Survey of Student Engagement in spring 2013. The college was above the national sample for this particular measure. Trustee Knowles inquired as to why there had not been more data made available sooner. Mr. Carnal could not provide an answer regarding the specifics of why it had not been accomplished. Dr. Stork stated the Noel Levitz was setup on a 3-year cycle, paid out of matriculation. It was a choice to either fund the survey or other, more critical issues. The new surveys are different, measuring not only attitude, but engagement.
- (IEO 10) The college has consistently received an unqualified audit.
- Mr. Carnal reviewed the dashboard report he presented to the Board. He stated Dr. Beno of the Accrediting Commission had indicated that some colleges were using a dashboard to provide a summary of data. Mr. Carnal said this report was modeled from Skyline College. It shows each IEO and shows the current trend and the benchmarks. If the trend is below the benchmark it appears in red; above in green. Dr. Stork said one thing to consider was that a benchmark may not be a goal. It is a way to have external comparison. The college may not be satisfied with the particular benchmark for the level of success it is trying to achieve. It becomes incorporated into the strategic plan. The college can have multiple targets, external and internal, in order to achieve institutional objectives.

Trustee Galvan inquired as to how people who take courses to advance skills and be more competitive in the work force are incorporated into this document? Mr. Carnal said the methodology that is used filters those students out by only looking at those who attempted degree or transfer courses, or completed at least 12 units, or act like they want to achieve a longer term goal. Dr. Stork said it was becoming more clear that institutions will be required to give priority to those students who have demonstrated targeting certificates, degrees, or transfer. The student Trustee Galvan describes is going to be considered less essential with regard to access of classes. That is the direction the State is giving; having a different focus, and not everything to everybody. It will affect some people. Trustee Galvan disagreed with that principle. Dr. Stork said colleges will have to require students to go through proper planning and orientation and obtain a specific direction.

Trustee Mullen said he liked the report and having the benchmark was useful in examining the issues and having a broader view. He asked Mr. Carnal if the benchmark included all community colleges or those of a certain size. Mr. Carnal said a cluster analysis is conducted and variables are determined that predict each one of the measures.

Jack Sullivan, Cuesta faculty, asked if there was a statistical percentage of confidence in the data; plus or minus. Mr. Carnal said no.

2. Student Enrollment Update

Enrollment data report for fall 2012.

Ryan Cartnal, Director of Institutional Research presented the following to the Board:

- He commented on the daily reports that were now being distributed to the Board.
- He summarized the report and explained how to read it and what the data means.
- Dr. Stork said what the report did not show from 2011-2012, is that in 2008-2009 the District was serving just under 14,000 students and had over 10,000 FTES. There has been a dramatic drop and less access. High school students are the last to register, and it has had a negative impact on access for these students.
- Trustee Mullen stated that this situation had never been an issue in his discussion with people throughout the community, but it has certainly dominated conversations over the past 24 months. Dr. Stork stated that there were over 500 fewer sections being offered than in 2008-2009.

BUSINESS AGENDA ACTION / DISCUSSION ITEMS
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1. Long-Term Budget Reduction Plan (2013-2017)

The Superintendent/President's proposal for a Long-Term Budget Reduction Plan (2013-2017)

Motion to approve: Mitchell — **Passed** by majority vote of the board and unanimously by those members present (6/0), to approve the Long-Term Budget Reduction Plan (2013-2017), as presented.

Toni Sommer presented the following to the Board:

- She presented a 5-year cash flow projection at the last Board meeting, and was directed by the Board to develop a long-term budget plan.
- The District has been dealing with a deficit budget year after year. This action is a fiscally sound thing to do.
- This proposal covers 5 years and is based on proposition 30 either passing or failing.
- The plan cuts in separate areas; programs, salaries, and operations.
- Program elimination is included based on the two separate scenarios.
- The results of the elections will determine which direction the District will proceed.
- She pointed out the last paragraph of the narrative on page N.1.3 – The implementation of either plan will be determined by the outcome of Proposition 30 in the November 6, 2012 election or by current negotiations with labor groups. These negotiations may result in the change in the number of programs or courses eliminated or as well as people, but will not affect the target of the reductions and their association projections. The hope is that a more refined plan can be presented in December.

Trustee Mitchell asked how many sections would be affected and Dr. Stork stated that it could not be determined at this time. Ms. Sommer said that if some of the savings could be moved to more efficient programs it would improve the cost of reaching the FTES cap. Dr. Stork said that this has been a challenge over the past

few years; decreasing efficiency. Trustee Mitchell asked how the projections fit into meeting the 50 percent law. Ms Sommer said the current projection is 50.9 percent. She is carefully tracking any reductions to ensure more is taken outside the classroom rather than inside. Responding to Trustee Mitchell, Ms. Sommer said the dollar amount required as associated with program reduction could be reduced through negotiated faculty salary savings.

- Ms. Sommer reported that the Planning and Budget Committee has added a half-hour to their meetings to address these issues and has made a proposal to College Council to weigh-in on the criteria with regard to the discussions involving program elimination. Time is short, especially if Proposition 30 fails. The goal is to come back to the Board with a refined plan in December.
- Dr. Stork stated the Board had given him every indication that they would accept any unilateral decision on how to move forward in an effort to meet the fiscal needs of the District. That was with the understanding that the existing processes contained in Administrative Procedure 4021, Program, Program Revitalization, Suspension, and/or Discontinuance were not conducive to taking action in a timely manner on program discontinuance. It is, however, the only process the college has. He has agreed to make a proposal to College Council, to request they utilize this procedure with a few modifications to the elements of the process to facilitate a campus dialogue regarding program discontinuance, but not take six months to do it. The college only has 6 weeks to get this done. Implementation of some of the reductions has to be accomplished prior to the spring semester. He stated there was interest in Planning and Budget and College Council to do the very best possible work utilizing what is in place with a few modifications. Dr. Stork added that if it stalls, he is prepared to come to the Board with a plan to meet fiscal needs. He has great confidence that it can be accomplished. Trustee Mullen agreed with Dr. Stork and urged the administration, College Council, Planning and Budget, and all others involved to work together to resolve reduction issues, but either way, the District has to find \$800,000.00 to \$1.5 million. The District will do it. There is a fiscal need and the issue of accreditation. Dr. Stork said another timing issue was the March notifications to full-time faculty if required.

Public Comment

Kevin Bontenbal thanked the administration for embracing the participatory governance model. He stated it was unfortunate the plan was published in its present form. A paragraph still exists with Dr. Stork asking for the Board's authority to make decisions on cutting programs unilaterally. He requested the Board not approve any portion of the plan that contained nameless programs. Criteria and any results from negotiations could

change the proposal. He asked to know what those programs are. He asked for a message to go out to the college community on how this plan was going to be approached.

Debra Stakes commended Trustee Mitchell for her astute questions and encouraged the Board to continue with such scrutiny. The plan is weighted heavily on salary concessions, yet within the budget there are unused operational funds that could be applied to mitigate some of the impact of this plan, and there are other opportunities to reduce the budget. The plan results in a contingency at the end of five years. The faculty want to be sure that any contribution in salaries goes to saving programs and not going to a contingency fund.

Trustee Mitchell stated her hope that everyone can work together and come to agreement, but if it cannot be accomplished, the Board will rely on Dr. Stork to make those decisions. It is imperative. Agreements should have already happened.

Trustee Galvan agreed with Trustee Mitchell. Everyone must work as a team.

Trustee Mathiesen indicated he did not understand why these programs were important to consider at this time. The Board may not have the knowledge to know whether which programs should be considered. How will it work? Will a favorite program be cancelled?

Trustee Alexander supported what Trustee Mitchell said. She stated the District had indeed made cuts to operations and programs to the greatest extent possible and that the classified, confidential and management employees have already made sacrifices. She said it was time for everyone to step up to the plate and work together. She does not want to see programs eliminated, but it may be what is required. She stated she would rather see decisions made through dialogue than as a last resort. It will work better if everyone is participating.

Trustee Mullen said the District was out of time with regard to meeting the need to reduce spending.

Dr. Stork said the college could eliminate the anguish and just continue to offer fewer classes, and not analyze the data to determine whether the classes chosen are the correct ones or just taking advantage of offering classes around faculty, or those the District has access to. All the college has been doing is dampening, across the curriculum, the opportunities for students in critical areas. It must stop. It is affecting student's ability to put together a schedule of classes that are offered when they need them. It slows their ability to complete a program in a timely manner. Protecting programs that feel good or seem to fill a need are just not affective in terms of the benefit and production of FTES per FTEF. Hard decisions must be made in regard to the scope of what the college does and what it needs to do with the highest quality and greatest access to the bulk of the students who need it. The District has eliminated over \$3 million is spending built around operations, personnel, and restructuring.

Over 30 permanent positions have been eliminated for classified and management, and eliminated opportunities for part-time faculty. Every decision made will have an impact on individuals. The District cannot continue addressing these issues on a year-to-year basis.

Trustee Mullen commented on the public comments and stated the District must have a plan in place.

The meeting recessed at 5:55 p.m.

The meeting reconvened at 6:05 p.m.

2. Accreditation

Review and consider for approval, Draft 7 of the San Luis Obispo County Community College District Show Cause Report 2012 and Draft 3 of the San Luis Obispo County Community College District Closure Report; and review of the College Status Report.

Motion to approve: Mitchell — **Passed** by majority vote of the board and unanimously by those members present (6/0), to approve Draft (9) of the SLOCCCD Show Cause Report 2012, as presented.

Deb Wulff, Interim Assistant Superintendent/Vice President of Academic Affairs and Accreditation Liaison Officer presented the following to the Board:

- She thanked everyone that has had a hand in working on the District's response to the Accrediting Commission. She recognized the exemplary institutional effort.
- She reviewed the work that had been accomplished on the Show Cause Report and briefed the Board on edits that had been made for each recommendation.
- The report responds to every comment made in the 2011 visiting team report.
- The Long-Term Budget Reduction Plan has been moved into evidence.
- Subsequent to the Board's approval, the report will be forwarded on the 11th.

Public Comment

Kevin Bontenbal thanked the Steering Committee and Kasey Kerckhoff for all their work over the past 8 months. The college is indebted to Deb Wulff for her leadership and the accomplishments that have been made. He expressed concern that the Long-Term Budget Reduction Plan, although included in the response to Recommendation 7, would not be reviewed by Brain Trust Consultant Mike Hill until October 12th.

- Deb Wulff presented the Closure Report to the Board for review and approval

Motion to approve: Mitchell — **Passed** by majority vote of the board and unanimously by those members present (6/0), to approve Draft 3 of the SLOCCCD Closure Report, as presented.

- Deb Wulff presented the SLOCCCD Proficiency Report to the

Board for review.

- She reported the college reported 100 percent proficiency for student learning outcomes and assessment. Faculty response and the work that has been accomplished have been phenomenal.
- She stated Greg Baxley and Sally Demarest, Student Learning Outcomes and Assessment Coordinators, were presenting at the Student Success Conference, and would include any new information attained at the conference in a report to the Board.
- Trustee Mullen commented on the success of the work and asked Ms. Wulff how confident she was that the work meets the standards and was a credible level of acceptance. Ms. Wulff indicated the work had been properly reviewed and accepted.
- Deb Wulff recognized John Stokes, Division Chair for Engineering Technology, and Matthew Green, Director of Workforce and Economic Development Programs, for their effort to meet this requirement. There are hundreds of programs in these combined areas and it was a tremendous undertaking

3. Board Professional Development

Motion to approve: Mitchell — **Passed** by majority vote of the board and unanimously by those members present (6/0), to approve the proposed 2012-2013 Board Goals with the appropriate edits to (2) and (6), and the Board Development Plan, as presented.

Dr. Stork presented the following to the Board:

- He reviewed his tasking from the Board to work with Trustee Mitchell and Trustee Alexander to reviewing and develop Board Goals.
- He reviewed the proposed changes to the Board Development Plan.
- He pointed out that proposed goals (2) and (6), included both the target goal and the assessment piece, and that the assessment piece should be removed.
- Dr. Stork suggested moving to an electronic format with regard to the assessment portion.

4. New Job Description, Classified

Motion to Approve: Galvan — **Passed** by majority vote of the board and unanimously by those members present (6/0), to accept the new job description for Institutional Research Assistant, as presented.

Public Comment

Allison Merzon commented that with regard to the funding; the money displaced by the grant funding could go towards saving one or more of the programs listed in the Long-Term Budget Reduction Plan. She also commented on the need to link this

type of funding to the integrated planning process; prioritized needs and allocation of funding.

Dr. Stork agreed and stated that the processes established by the Planning and Budget Committee in spring were followed to make decisions with regard to funding priorities. He had indicated he would communicate that to the Committee membership over the summer, and did so. The college was able to identify private funding to free up general fund money to fund a prioritized need. He identified the funding source as the Ada Irving Trust, which allows for funding other designated needs once the endowment reaches a certain level.

5. Curriculum Recommendations

Motion to approve: Mitchell — **Passed** by majority vote of the board and unanimously by those members present (6/0), to approve the curriculum recommendations and the addendum of discontinued courses, as presented.

Cherie Moore, Curriculum Chair, presented an addendum to the curriculum recommendations with regard to course and program deactivation. She stated the catalogue should be up-to-date after this action is completed.

6. Contract Extension

Motion to approve: Alexander — **Passed** by majority vote of the board and unanimously by those members present (6/0), to approve the extension of the January 9, 2012 contract between the College Brain Trust Consulting Firm and the San Luis Obispo County Community College District for work undertaken and completed by Mike Hill, as presented.

7. Public Employee Appointments

Motion to approve: Mathiesen — **Passed** by majority vote of the board and unanimously by those members present (6/0), to approve the public employee appointments wage/salary, as presented.

8. Order of Agenda

Discussion took place regarding the order of the agenda as an action to improve the efficiency of the Board's meetings.

Trustee Alexander suggested a more aggressive use of the consent agenda.

Trustee Mullen recommended moving public comment up in the agenda, immediately following his report of action taken in closed session.

Trustee Alexander recommended removing the first question from the monthly Board critique and moving focus to the Board goals.

The Board reached agreement through consensus to modify the Board agenda as suggested by its members.

9. Agenda

A preliminary list of proposed agenda items for the November 7, 2012 Regular Board meeting was presented for review.

The Board agreed through consensus to the proposed agenda with the following modifications.

- Add the accreditation calendar for 2014.
- Remove Board Development Plan.

CONSENT AGENDA

NOTE: The Board of Trustees will be asked to approve all of the following items by a single vote. Any Board member or public individual may ask that an item be removed from the Consent Agenda to be considered and discussed separately. The Student Board Member **may vote** on any of the items listed under Consent Agenda.

1. Consent Agenda **Motion to approve:** Alexander — **Passed** by majority vote of the board and unanimously by those members present (6/0), to approve the consent agenda, as presented.

2. Board Minutes Approve the Draft minutes of the SLOCCCD August 24, 2012, special and September 13, 2012 regular Board meetings, as presented.

3. Approval of Warrant Listings	Check Date	Amount
	09/05/12	\$ 301,886.41
	09/10/12	\$ 323,587.07
	09/12/12	\$ 63,586.64
	09/17/12	\$ 298,252.31
	09/19/12	\$ 70,137.12
	09/24/12	\$ 261,532.31
	Total	<u>\$1,318,981.86</u>

4. Approval of Payroll Orders Approve Payroll Orders for September 2012, as presented.

Academic/Classified	\$ 112,244.51	139
Academic/Classified	\$3,397,903.84	786
	\$3,510,148.35	925

5. Declaration of Surplus Equipment Declare obsolete equipment as surplus.

Q. DISCUSSION

1. What practices are working well during Board meetings and what can be improved, and does the board make decisions that are independent of partisan bias?

Trustee Alexander – She noted the distance of the content monitor from the members seated at the tables; needs to be closer.

Trustee Mathiesen – The Board acts independent of bias.

Trustee Galvan – Education is neither democrat nor republican; everyone needs it. She makes her decisions in the best interest of the students. She doesn't think the Board acts with any bias.

Trustee Knowles – He comes with no political agenda.

Trustee Mitchell – It's all about education.

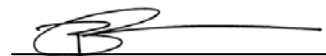
Trustee Mullen – Concurred with the other trustees. There is no partisan bias, but each brings a certain level of personal bias in perspective. It is healthy to listen carefully and see other's perspectives.

Dr. Stork – It was not an easy meeting. There was sincerity in the comments made and in the way the Board considered alternatives. He appreciates the Board's willingness to take a position.

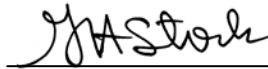
ADJOURNMENT

Adjournment The meeting was adjourned at 7:30 p.m. Unless otherwise announced, the next meeting of the Board of Trustees will be held on Wednesday, November 7, 2012 at 2:30 p.m., in the Associate Students Auditorium, Room 5401, San Luis Obispo Campus, San Luis Obispo, California, and via polycom (video conference) N1015, Nacimiento/Wolf Building, North County Campus, Paso Robles, California

Minutes Prepared By:



Todd Frederick
Executive Assistant to the Board



Gilbert H. Stork, Ed.D.
Secretary to the Board



SAN LUIS OBISPO COUNTY COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES

BOARD MINUTES

Regular Meeting
November 7, 2012
2:30 p.m.

The Board of Trustees of the San Luis Obispo County Community College District met in Regular Session in the Associated Students Auditorium, room 5401, San Luis Obispo Campus, Highway 1, San Luis Obispo, California, and via video conference (polycom) (video conference) N1015, Nacimiento/Wolf Building, North County Campus, 2300 Buena Vista Drive, Paso Robles, California; members and the public having been noticed as prescribed by law.

1. **Call to Order** Meeting convened at 2:37 p.m.

2. **Roll Call - Establish Quorum**

Board Members	Present	Absent
Patrick W. Mullen, President	X	
Angela Mitchell, Vice President	X	
Gaye Galvan	X	
Per Mathiesen	X	
Charlotte Alexander	X	

3. **Approval of Agenda** **Motion to approve removing Closed Session item D.2.d (Division Department Assistant) and Consent Agenda item P.6:** Mathiesen — **Passed** by majority vote of the Board and unanimously by those members present (6/0) to approve the agenda, as amended.

Dr. Stork requested Closed Session item D.2.d (Division Department Assistant) and Consent Agenda item P.6 be pulled from the agenda.

4. **Public Comment** None

5. **Recess to Closed Session** The Board recessed to Closed Session at 2:39 p.m.

6. **Reconvene in Open Session** The Board reconvened in open session at 4:15 p.m. Student Trustee Knowles was present.

7. **Pledge** Trustee Mathiesen

ADMINISTRATION PRESENT

Gil Stork, Superintendent/President
 Toni Sommer, Asst Supt/VP Administrative Services
 Sandee McLaughlin, Interim Asst Supt/VP Student Services
 Deb Wulff, Interim Asst Supt/VP Academic Affairs
 Gary Rubin, Interim Exec Dean, North County Campus and South County Center

Pamela Ralston, Dean
 John Cascamo, Dean
 Bret Clark, Interim Dean
 Bill Benjamin, Exec Dir, Human Resources
 Shannon Hill, Exec Dir, Inst Adv / Foundation

VISITORS SIGN-IN (Attachment A)**8. ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION** Government Code Section 54957.7

Trustee Mullen announced the following actions taken in closed session.

- The Board unanimously approved all appointments, appointment changes, and resignations, as presented.
- The Board provided direction to the Administration regarding employee negotiations.
- No further action was taken by the Board in closed session.

9. Dr. Stork administered the Oath of Office to Associated Student of Cuesta College Vice President, Nick Trajillo. This action authorizes Mr. Trajillo to attend board meetings as student trustee in the absence of Mr. Knowles.

Public a. Agency Negotiator: Patrick Mullen
Employee General evaluation, Government Code Section 54957(b)(1)
Performance Superintendent/President
Evaluation

Public **Motion to approve as presented:** Mitchell — **Passed** by majority vote
Employee of the board and unanimously by those members present (5/0), to
Appointment approve the following public employee appointments, as presented.

Appointments Government Code Section 54957(b)(1)

- a. Short Term Temporary
- b. Case Worker
- c. Human Resources Technician
- d. ~~Division Department Assistant~~
- e. Instructional Aide II
- f. Instructional Aide II

Public **Motion to approve as presented:** Alexander — **Passed** by majority
Employment vote of the board and unanimously by those members present (5/0), to
 approve the public employee appointment changes and resignations,
 as presented.

Appointment Change Government Code Section 54957(b)(1)

- a. Workforce, Economic Development & Community Programs
 Wellness Arts Coordinator, 50% FTE, 11 months to 75% FTE, 12
 months

Resignation Government Code Section 54957(b)(1)

- a. Job Developer, Workforce Development Projects Retirement
 Government Code Section 54957(b)(1)

Public Employee Discipline/Dismissal/Release Government Code

54957(b)(1)
None

**Labor
Negotiations/
Terms &
Conditions**

Labor Negotiations and Terms and Conditions of Employment for Represented and Unrepresented Employees Government Code Section 54957.6(a)

- a. Human Resources Development Agency Negotiator: Bill Benjamin
Instructions Regarding Classified Employees; Negotiations
- b. Agency Negotiator: Bill Benjamin
Instructions Regarding Academic Employees; Negotiations
- c. Agency Negotiator: Patrick Mullen
Instructions Regarding Unrepresented Employees,
Superintendent/President, Confidential, Managers, Supervisors

Litigation

Conference with Legal Council, Litigation, Significant Exposure to Litigation Pursuant to Government Code 54596.9(a)

- a. One case – Harassment and Discrimination
- b. One case – Injury
- c. One case – Discrimination and Harassment

Conference with Legal Council, Litigation, Significant Exposure to Litigation Pursuant to Government Code 54596.9(b)(1)

- a. One case – Capital Projects

10. General Hearing of Public Comment

Andrea Devitt, Cuesta Counselor, commented on the tactics of union leaders during the recent trustee elections. She acknowledged Barbara George's achievements and congratulated her on her election to the Board.

Charlene Lopez, ASCC Senator, commented on behalf of the drama department, supporting the program and urging it not be eliminated.

Trustee Mullen said the remaining comments would be heard during business agenda item topic Long-Term Budget Reduction Plan (2013-2017).

11. REPORTS FROM EMPLOYEE ORGANIZATIONS

CCCUE

No Report

**Management
Senate**

Israel Dominguez, Management Senate President, presented the following to the Board:

- The group is pleased with the passing of proposition 30, but he cautioned that further budget reductions are still necessary in order for the district to remain solvent.
- He stated now is the time to set the course of success, and the college will face many challenges.
- He stated that after this round of reductions, he's hopeful that everyone will work together to take the college forward.

**Academic
Senate**

Kevin Bontenbal, Academic Senate President, presented the following to the Board:

- Cheri Moore read a written statement on behalf of Dr. Bontenbal..

- CCFT** Allison Merzon, CCFT President, presented the following to the Board:
- She commented on the elections and thanked everyone who helped.
 - She commented on negotiations and hope to counter negative comments from board members last month.
 - She stated the program elimination plan deserved discussion in public; a detailed deliberation.
 - Putting politics aside, she looks forward to working with Barbara George and welcomed her.
 - There is a union member meeting next Tuesday at 4:00 p.m.

12. REPORTS FROM BOARD MEMBERS

- Trustee Mitchell** Trustee Mitchell presented the following:
- She attended the Cuesta Foundation quarterly meeting, which was hosted on the North County Campus.
 - She noted the presence of the learning resource center has changed the atmosphere of the campus.
 - She recognized the Foundation received an unqualified audit and congratulated Shannon and her staff.
 - She recognized Trustee Mathiesen's 16 years of service and thanked him.

- Trustee Mullen** Trustee Mullen presented the following:
- He presented Trustee Mathiesen with a plaque and certificate from the District and thanked him for his dedicated service.
 - He acknowledged Trustee Mathiesen's support of Construction Trades, Engineering and Architecture programs and how the advisory committees had become more effective.

- Trustee Galvan** Trustee Galvan presented the following:
- She attended the District Dialogue for District 5. She stated it was a small group but many good discussions occurred.
 - She attended the ASCC candidate forum hosted on the North County Campus. She acknowledged the amount of work the students put into the event.
 - She attended the County School Board Association's annual dinner, during which they recognized Cuesta faculty Linda Harris.
 - She attended the Cuesta fall festival of choirs and encouraged everyone to attend events at the CPAC.

- Trustee Mathiesen** Trustee Mathiesen presented the following.
- He commented on his career at Cuesta College, beginning with his teaching automotive repair.
 - He stated that he has always been greeted with a smile at Cuesta, and that is what encouraged him to run for a seat on the Board.
 - He noted the action and support required, and the results of those efforts, placing Cuesta College's automotive program on the map. Curriculum was rewritten to meet new standards and the needs of the community.
 - He thanked everyone for the opportunity to serve as a trustee for the District and for accepting him as he is.

- Trustee Alexander** Trustee Alexander presented the following:
- She attended the District Dialogue for District 4, hosted by Dr. Stork. There was a good exchange of information and promotes solid

- outreach regarding budget issues.
- The annual fund raising event for the CPAC, Gleeful II, will be held on November 11.
- She thanked Trustee Mathiesen for his many years of service.

Trustee Knowles

Trustee Knowles presented the following:

- The students supported events surrounding rock the vote.
- The ASCC hosted a candidate forum on campus.
- The students received an accreditation update from Deb Wulff and Kevin Bontenbal.
- He is working to improve relations with CalPoly, and has attended Cuesta's College Council meetings.
- He thanked Trustee Mathiesen for his service to the college and the community.

13. Report from Supt/Pres

Dr. Stork presented the following to the Board:

- He recognized Trustee Mathiesen's 35 years of service and support to the college and thanked him. He stated Trustee Mathiesen had brought new perspective to many programs.
- He noted items in his written report and commented on the importance and effectiveness of District Dialogues. The activity brings groups of people together that would normally not meet.
- He stated there was tremendous awareness in the community with regard to what Cuesta College means to the region and as well as an outpouring of support.
- He reported receiving a letter from the Economic Vitality Corporation in which they outlined the impact proposed program eliminations could have on the community.
- He stated the college was different and could not support the same footprint – it is no one person's fault, it is a new reality. He said the issue now was how the college will fit into that new reality.
- He said he appreciated the attendance by the public at today's meeting.

Shannon Hill delivered the Foundation monthly gift report.

- 14. Communication** **NOTE:** Members of the Board of Trustees and/or the Superintendent/President may report the receipt of various items of correspondence that may be of interest.

15. Reports

1. Foundation Quarterly Report

Shannon Hill presented the Cuesta College Foundation Quarterly Report. She recognized the Foundation receiving an unqualified audit. She thanked Trustee Mathiesen for his service and welcomed Barbara George.

2. Cuesta College Website – New Release

Lana Rauch, Graphics and Marketing, made a presentation to the Board, featuring the redesign of the Cuesta College website. The old site is obsolete, difficult to navigate, and has issues for back-end users. She noted the initial roll out does not include all departments. Those departments participating in the release are providing feedback to improve the navigability and effectiveness of the site. Most of the information so far has been positive. The college will be able to track web statistics which are important to marketing and targeting a designated population.

The next step is maintenance – keeping content fresh and accurate. A timeline is being developed for the transition of the remaining departments, and work is being done to making the page mobile friendly, as well as improving the Cuesta app for smartphones.

BUSINESS AGENDA	
ACTION / DISCUSSION ITEMS	

- | | |
|---|--|
| 1. Budget Development and College Planning | <p>Toni Sommer presented the following to the Board:</p> <ul style="list-style-type: none"> • She thanked Trustee Mathiesen for his service. • She reviewed the state budget structure with the passing of proposition 30. (Attachment A) |
| 2. Long-Term Budget Reduction Plan (2013-2017) | <p>Dr. Stork presented the following to the Board:</p> <ul style="list-style-type: none"> • He explained the background of Administrative Procedure 4021, a procedure developed and approved by the Academic Senate and given to College Council to implement. The procedure guides the discussion regarding program revitalization, suspension, and discontinuance. Programs based on how the Academic Senate defined programs, which is different than how the state and the Chancellor's Office do. The college has 74 programs, based on that definition. The procedure works well for revitalization, but not discontinuance, as noted by a College Council task force. • He presented a proposal to College Council on October 16, which would technically suspend AP4021, but mirror the intent of the criterion used to establish a determination. • The order of the initial list was determined by the Vice President of Academic Affairs and all of the Deans of Academic Affairs. They used the metric of efficiency as the primary tool in ordering the list. • Cabinet reviewed the content of the list and expanded it realizing portions of programs could be eliminated. • The decision must be made in December. Even with the passing of proposition 30, over \$800,000.00 remains to be reduced from the 2013-2014 budget. • Another \$800,000.00 must be cut from non-classroom areas. • The District must make a decision; how do we get through the process? He has read many comments and the Academic Senate's treatment of the issue, which is inaccurate and ill informed – because the word does not get fully disseminated to everyone involved in these discussions. • He sent a campus-wide memo to the College explaining the process, the timelines, and who would be part of the process. College Council agreed to expand the process to include Division Chairs and program managers. The College Council has agreed to place five programs at the top of the list with no ranking status as the first to go. They will be asked to rank the remaining 24 programs. A recommendation will be made to the Superintendent/President. • Dr. Stork stated he will either accept, modify, or reject the recommendation. He will not reject it, but reserve the right to modify it based on his professional judgment, experience, and understanding, need, and connection of the programs. • He will then ask the Planning and Budget Committee to review |

the list and determine how far down the list the cuts will have to go to meet the financial challenge.

- Modification of programs can be considered, but the footprint of the college must be changed. It may appear to be a chicken/egg scenario, but it will be defined by the mission statement.
- The process is being exercised as diligently as possible, and many are frustrated with it, as no one wants to have to deal with this issue. In previous budget reduction iterations, the focus has been on classified and management positions. No one wanted to offer up any positions, which is understandable, but it ended up with the Superintendent/President having to make the decisions. We must act in the best interest of the college; not only the right thing to do, but the necessary thing to do to get through this period of time. There is nothing indicating the college will have more operating money in the future. The college will be addressing these issues again next year, as the situation is not going away and inflationary factors will have an impact on the budget.

Trustee Alexander asked who sits on College Council and who they represent. Dr. Stork said the committee is chaired by the Vice President of Academic Affairs and the Chair of Division Chairs. Membership includes five faculty, and members from union and senate groups. It is a representative body.

Trustee Mitchell said a community member has asked her why no physical education programs were on the list. Dr. Stork responded, stating that as long as the District has an outstanding Title IX complaint, there can be no action taken with regard to athletics. Deb Wulff stated 64 FTES had been cut from physical education last year, and the limit on repeatability of courses will have a significant impact in the future. Trustee Mitchell asked if what the college was doing now was within the integrated planning process. Dr. Stork said these actions fit into the need to address the long term fiscal plan and budget reduction plan. Trustee Mitchell inquired as to the potential for a bond. Dr. Stork said the college must be off sanction. He could not go out to the community and ask for support for a bond unless he could deliver an accredited college. He and Toni Sommer have met with consultants regarding that issue for 2014

Public Comment

Robert Lenin, CalFire, commented on the need for the Emergency Medical Services (EMS) program. Most of the people in the county system have been trained at Cuesta College. The program provides training and education, and meets the needs of the community workforce.

Steve Lieberman, EMS Division Director for SLO County, spoke in support of the EMS program. Loss of the programs would seriously impact the community.

bree valle, faculty, read from letters she received from students and supporters of the drama program. She urged support for the

drama program.

Stacy Millich, faculty, expressed her concern with the process being used by College Council to address the list and ranking of programs. This issue is too far reaching, and 250 words as allowed, is not enough to advocate for a program. Students should be heard, as well as community members, and all relevant and ascertainable data should be considered.

Greg Swank, student, commented on and expressed his support for the drama program.

Tallen Burger, student, spoke in support of the drama program.

Justin Weeks, student, spoke in support of the drama program.

Noelle DuBois, student, spoke in support of the drama program.

Taiana Farmer, student, spoke in support of the drama program.

Kirk Coviello, Digital West Network, Inc., commended the Board for having an open dialogue. He commented on the number of his employees that have benefited from the Computer Networking program, becoming head of household wage earners. Many of the classes cannot be taught online.

Yolanda Waddell, former employee, spoke in support of the Library Tech program and noted the Board was facing a difficult, complex, and painful issue.

John Colburn, Central Coast Pathology, spoke to the importance of keeping Medical Assisting and Phlebotomy programs. Cuesta has a great program, and there are no others in the area.

Kathy Walker, student, spoke in support of the Interior Design program and expressed how the program, reorganized, closely resembles architectural design at CalPoly. She has invested much and is almost finished with the program.

Marilyne Cleeves, faculty, presented information to the Board regarding the Computer Applications and Office Administration program. She asked that the information on the program be re-evaluated.

John Green, student, spoke in support of the drama program.

Carl Dudley, Workforce Investment Board (WIB), commented on how the WIB and Economic Vitality Corporation had worked closely with Cuesta and the County on developing economic plans. Cuesta's programs are crucial for the community. He summarized the letter he forwarded to Trustee Mullen and Dr. Stork, urging them to review the list and the employment areas therein. Cuesta College is an integral part of what they do – becoming a model for other agencies throughout the state – they could not have gotten there without Cuesta. He offered his assistance.

Cherie Moore, faculty, commented on the revitalization process. It is not a total loss, and if it can be done to every program on campus, a lot of money could be saved; combine, eliminate, and improve efficiency.

Allison Merzon, faculty, commented on the membership of College Council and Planning and Budget.

Ben Westmoreland, citizen, commented on the need to keep the Paramedic program. There is a need to keep what is most essential to the community, and there is no other program in the area. He urged the board to not destroy the backbone of the community.

Greg Battistone, student, commented regarding the underuse of the CPAC and how it could generate income for the college.

Rick Gallegos, student, spoke to the changes to the college. He asked why everyone was fighting each other; that all the programs were equally important and any loss will affect someone and the community. He urged everyone to work at working together.

Trustee Galvan commented on the need for everyone's story to be heard in Sacramento. The legislators need to hear the stories of how their inability to manage the budget is impacting students and communities.

Trustee Mullen thanked everyone who shared their comments. He said this issue is tied to accreditation, the District must make the hard decisions to match funding with programs offered to meet student needs on a long-term basis. The fiscal plan must be implemented to match offerings with costs.

The meeting recessed at 7:20 p.m.

The meeting reconvened at 7:30 p.m.

3. Planning and Accreditation

Deb Wulff presented the following to the Board:

- She thanked the college community and expressed great appreciation for the work that was accomplished.
- Prior to the visit, Dr. Rodriguez informed Dr. Stork that a full response to Eligibility Requirement 19 should be developed and provided to the commission and the team. That was accomplished within two days and sent as requested. She thanked Marketing for linking the evidence.
- The visiting team met with 26 individuals; some more than once. The team was in disbelief with regard to the amount of work that had been completed.

Dr. Stork presented the following to the Board:

- He stated the college was fully prepared for the visit.
- Dr. Rodriguez was free with his compliments to Deb Wulff and what she had accomplished.
- Dr. Stork said he would validate the work and accomplishments to the commission in January.

Sandee McLaughlin briefed the Board on the Strategic Plan progress report, which covers the period from July – October 2012. A decision was made to present a preliminary report to document the work that has been done. Dr. Stork is tracking tasks and keeping responsibilities, calendars, and timelines in the forefront to ensure the work is being accomplished.

Trustee Mullen said he has never seen the college come together this well and produce such work. He commended the amount of work and effort everyone put into this task.

Trustee Galvan said she appreciated receiving the emails of those who had been interviewed; providing their perspective of the visit.

4. Curriculum Recommendations

Motion to Approve: Galvan — **Passed** by majority vote of the board and unanimously by those members present (6/0), to approve the curriculum recommendations, as presented.

Cherie Moore summarized the curriculum recommendations for the Board. She clarified to the Board that in the first sentence of her item she was referring to the website. The flex day referred to in the report is January 16th. Class caps activity ties into what is going on right now. This is being looked at closely because it is tied to financial savings. There are three emphasis groups for liberal arts leading to degrees. The committee has developed three emphasis groups for the liberal arts degree subcommittee. The largest learning degree is liberal arts.

There are many curricular options to address budget issues. The current program discontinuance process from College Council does bypass the curricular approval process. It does not take into full consideration the impact of deleting courses which are part of other degrees or prerequisites. An alternate to elimination is to revitalize or streamline.

She asked the Board to consider the curriculum impact of the current proposal with regard to program elimination.

5. Recruitment Timeline for Assistant Superintendent/ Vice President, Academic Affairs and Assistant Superintendent/ Vice President, Student Services

Motion to approve: Mitchell — **Passed** by majority vote of the board and unanimously by those members present (6/0), to approve the proposed timeline for the recruitment of the Assistant Superintendent/ Vice President, Academic Affairs and Assistant Superintendent/ Vice President, Student Services, as presented.

Dr. Stork noted the error in the title of the second position. It should read Student Services not Academic Affairs.

6. Revised Job Description, Classified

Motion to approve: Galvan — **Passed** by majority vote of the board and unanimously by those members present (6/0), to approve the revised job description for Admissions and Records Coordinator, as presented.

Bill Benjamin thanked Trustee Mathiesen for his service and welcomed Barbara George.

He presented the background on the job description.

7. New Job Description, Classified

Motion to approve: Galvan — **Passed** by majority vote of the board and unanimously by those members present (6/0), to approve the new job description for Safety Compliance Coordinator, as presented.

8. **Revised Job Description, Classified** **Motion to approve:** Galvan — **Passed** by majority vote of the board and unanimously by those members present (6/0), to approve the revised job description for Media Relations Coordinator, as presented.
9. **Revised Job Description, Classified** **Motion to approve:** Galvan — **Passed** by majority vote of the board and unanimously by those members present (6/0), to approve the revised job description for Lead Accountant - Foundation, as presented.
10. **Revised Job Description, Classified** **Motion to approve:** Galvan — **Passed** by majority vote of the board and unanimously by those members present (6/0), to approve the revised job description for Network Technician, as presented.
11. **Annual Financial and Budget Report, CCFS-311** **Information Only**
Chris Green presented the report to the Board. Discussion took place regarding the 50% law and how other institutions throughout the state are handling the issue.
12. **Public Hearing for the SLOCCCD Lighting Retrofit Project** **Motion:** Alexander — **Passed** The Board determined that the Light Retrofit Project will have an “energy savings benefit” to the District as addressed in government code 4217. (6/0)
Motion to approve: Galvan — **Passed** by majority vote of the board and unanimously by those members present (6/0), to authorize the Vice President of Administrative Services to enter into negotiations and subsequent contract with a contractor of the District’s preference, based on agreed amount, timeline, and scope in accordance with the information provided to the Board.
Terry Reece introduced Tom Marsh from PG&E.
Mr. Reece outlined the project and the parameters of the program. The project has been part of the Facilities Master Plan for 7-10 years, but there has not been any funding available to execute it.
PG&E came up with the project that will change out approximately 2000 lighting fixtures during a 7-week period. Total liability for the project is \$20,000.00-\$40,000.00, with a \$20,000.00 contingency. The financing through PG&E is paid through energy savings. The immediate yearly savings to the District will be over \$98,000.00. The results of the project will improve classroom environments, providing increased light.
Government Code 4217 prevents issues from developing between contractors and institutions involving energy projects.
13. **Board Goals 2012-2013** Trustee Alexander commented that the board will accomplish goal 9 by providing direction to the administration. Is there something else the Board should be doing?
Dr. Stork said this item is to assess what is being done and then

determine where the District may need to increase its contact. He said he doesn't think the Board has a mechanism in place.

Trustee Mullen said he thinks the goal is written correctly.

Trustee Alexander suggested each trustee may include in his/her monthly report, how they have accomplished this goal through additional personal outreach.

Dr. Stork said he had a different interpretation; that it is a formal activity by the Board, collectively. It is communicating the marching orders of the Board. It is a way to distinguish the role as a Board and not an individual.

Dr. Stork noted that with regard to goal 5, the Board had not asked for a report on where the college is on keeping up with the review schedule.

Trustee Mullen said he would like to see this come back to the Board with a recommendation on how they will be addressed.

Dr. Stork said maybe having 10 goals is too much and the Board should focus on fewer goals.

Sandee McLaughlin suggested using the template used in the progress report.

14. Agenda

A preliminary list of proposed agenda items for the December 5, 2012 Regular Board meeting was presented for review.

Motion: Mitchell — **Passed** by majority vote of the board and unanimously by those members present (6/0), to move the December regular Board meeting to December 12 from December 5.

- Remove Board Development Plan.

CONSENT AGENDA

NOTE: The Board of Trustees will be asked to approve all of the following items by a single vote. Any Board member or public individual may ask that an item be removed from the Consent Agenda to be considered and discussed separately. The Student Board Member **may vote** on any of the items listed under Consent Agenda.

1. Consent Agenda **Motion to approve:** Alexander — **Passed** by majority vote of the board and unanimously by those members present (6/0), to approve the consent agenda, as amended.

Item P.6 pulled from agenda.

Item P.5 pulled for discussion.

2. Board Minutes Approve the Draft minutes of the SLOCCCD October 3, 2012, regular Board meeting, as presented.

3. Approval of Warrant Listings

Check Date	Amount
09/26/12	\$ 43,452.73
10/01/12	\$ 609,173.50
10/03/12	\$ 519,325.26
10/08/12	\$ 339,405.46
10/10/12	\$ 38,365.37

10/15/12	\$ 350,559.71
10/17/12	\$ 30,177.20
10/22/12	\$ 261,682.00
10/24/12	\$ 54,472.83
Total	\$ 2,246,614.06

4. Approval of Payroll Orders Approve Payroll Orders for September 2012, as presented.

Academic/Classified	\$ 124,314.81	170
Academic/Classified	\$ 3,250,508.05	784
	\$ 3,374,822.86	954

5. Public Employee Appointments Proposed salary/wage for unrepresented short-term temporary and management employees.

Peter Dill spoke for Allison Merzon, commenting on the expenditures of short-term employees. The indicators are that there is no increase cost, but it doesn't seem possible that it's not adding up. It would appear a bad move based on the current climate.

Dr. Stork commented on the history of this issue – hourly employees proliferating the work force. It was resolved through a position conversion process and hourly employees were reduced by \$1 million. The District is following labor law and using the available funding appropriately.

Trustee Mullen said the list of short-term employees receives heavy scrutiny during closed session.

Motion to approve: Galvan — **Passed** by majority vote of the board and unanimously by those members present (6/0), to approve public employee salary/wage, as presented.

6. Revised Salary Schedule Salary adjustments for short-term and student position assignments.

Q. DISCUSSION

1. A general observation of Board practices and focus question(s); does the board take appropriate action to improve its knowledge of and involvement in the accreditation process?

Trustee Mitchell – The Board just held a workshop on accreditation, which was insightful. Public comment was well received.

Trustee Alexander – Agreed with Trustee Mitchell.

Trustee Mathiesen – No comments.

Trustee Galvan – She noted the workshop and follow up information on the recent visit.

Trustee Knowles – He noted the accreditation training provided by Dr. Beno. He also received additional information from Deb Wulff and Kevin Bontenbal through their student presentation. He has had continuing dialogue with the President and Vice Presidents and felt well prepared for the site visit.

Trustee Mullen – Said the Board was doing as much as it could, but now have to continue training and reviewing material. Public comment was helpful and done well; thoughtful, respectful, and clearly delivered. He said more could be done to accommodate public comment on the front end of the meeting.

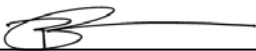
Dr. Stork – Noted that the Board provided in excess of 2 hours for public comment. The public does see the agenda, and he reminded the Board that it is their meeting. The Board did anticipate this issue and took action at the last meeting to move public comment up on the agenda, ahead of reports. The Board has created an environment where people feel comfortable bringing their concerns forward and that is powerful. Another training session on accreditation will take place in April (study session on the manual for accreditation). The agenda item for planning and accreditation will be a standing topic.

ADJOURNMENT

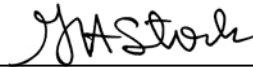
Adjournment The meeting was adjourned at 9:30 p.m. Unless otherwise announced, the next meeting of the Board of Trustees will be held on Wednesday, December 12, 2012

at 2:30 p.m., in the Associate Students Auditorium, Room 5401, San Luis Obispo Campus, San Luis Obispo, California, and via polycom (video conference) N1015, Nacimiento/Wolf Building, North County Campus, Paso Robles, California

Minutes Prepared By:



Todd Frederick
Executive Assistant to the Board



Gilbert H. Stork, Ed.D.
Secretary to the Board



SAN LUIS OBISPO COUNTY COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES

BOARD MINUTES

Regular Meeting
December 12, 2012

The Board of Trustees of the San Luis Obispo County Community College District met in Regular Session in the Associated Students Auditorium, room 5401, San Luis Obispo Campus, Highway 1, San Luis Obispo, California, and via video conference (polycom) (video conference) N1015, Nacimiento/Wolf Building, North County Campus, 2300 Buena Vista Drive, Paso Robles, California; members and the public having been noticed as prescribed by law.

1. **Call to Order** Meeting convened at 2:35 p.m.
2. **Roll Call - Establish Quorum**

Board Members	Present	Absent
Patrick W. Mullen, President	X	
Angela Mitchell, Vice President	X	
Gaye Galvan	X	
Charlotte Alexander	X	
Barbara George	X	
3. **Oath of Office** Dr. Stork administered the Oath of Office to new trustee Dr. Barbara George and continuing, re-elected/uncontested trustees Gaye Galvan and Angela Mitchell.
4. **Approval of Agenda** **Motion to approve as amended:** Alexander — **Passed** by majority vote of the Board and unanimously by those members present (6/0) to approve the agenda, as amended.

Dr. Stork indicated a ceremonial swearing-in of Dr. George would take place.
5. **Public Comment** None
6. **Recess to Closed Session** The Board recessed to Closed Session at 2:40 p.m.
7. **Reconvene in Open Session** The Board reconvened in open session at 4:10 p.m. Student Trustee Knowles was present.
8. **Pledge** Trustee Mitchell

ADMINISTRATION PRESENT

Gil Stork, Superintendent/President

Toni Sommer, Asst Supt/VP Administrative Services

Sandee McLaughlin, Interim Asst Supt/VP Student Services

Deb Wulff, Interim Asst Supt/VP Academic Affairs

Gary Rubin, Interim Exec Dean, North County Campus and South County Center

Pamela Ralston, Dean

John Cascamo, Dean

Bret Clark, Interim Dean

Bill Benjamin, Exec Dir, Human Resources

Shannon Hill, Exec Dir, Inst Adv / Foundation

VISITORS SIGN-IN (Attachment A)**9. ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION** Government Code Section 54957.7

Trustee Mullen announced the following actions taken in closed session.

- The Board unanimously approved all appointments, appointment changes, resignations, and retirements, as presented.
- The Board provided direction to the Administration regarding employee negotiations.
- No further action was taken by the Board in closed session.

Public Employee Performance Evaluation a. Agency Negotiator: Patrick Mullen
General evaluation, Government Code Section 54957(b)(1)
Superintendent/President

Public Employee Appointment **Motion to approve as presented:** Alexander — **Passed** by majority vote of the board and unanimously by those members present (4/0, Trustee Mullen not present during voting), to approve the following public employee appointments, as presented.

Appointments Government Code Section 54957(b)(1)

- a. Short Term Temporary
- b. Division Department Assistant

Public Employment **Motion to approve as presented:** Alexander — **Passed** by majority vote of the board and unanimously by those members present (4/0, Trustee Mullen not present during voting), to approve the public employee appointment changes, resignations, and retirements, as presented.

Appointment Change Government Code Section 54957(b)(1)

- a. Secretary II Safety Compliance to Safety Compliance Coordinator
- b. Foundation Accountant to Lead Accountant – Foundation
- c. Instructor – American Sign Language, Pre-Retirement Reduced Workload
- d. Financial Aid Clerk I to Financial Aid Clerk II
- e. Instructor – Academic Support, Unpaid Leave of Absence
- f. Admissions and Records Specialist to Admissions and Records Coordinator

Resignation Government Code Section 54957(b)(1)

- a. Instructional Aid II, Workforce, Economic Development & Community Projects
- b. Secretary III

Retirement Government Code Section 54957(b)(1)

- a. Fiscal Analyst, Workforce, Economic Development & Community Projects

Public Employee Discipline/Dismissal/Release Government Code
54957(b)(1)
None

**Labor
Negotiations/
Terms &
Conditions**

**Labor Negotiations and Terms and Conditions of Employment for
Represented and Unrepresented Employees** Government Code
Section 54957.6(a)

- a. Human Resources Development Agency Negotiator: Bill Benjamin
Instructions Regarding Classified Employees; Negotiations
- b. Agency Negotiator: Bill Benjamin
Instructions Regarding Academic Employees; Negotiations
- c. Agency Negotiator: Patrick Mullen
Instructions Regarding Unrepresented Employees;
Superintendent/President, Confidential, Managers, Supervisors

Litigation

**Conference with Legal Council, Litigation, Significant Exposure to
Litigation Pursuant to Government Code 54596.9(a)**

- a. One case – Injury

No Action

- 10. **Oath of Office** – Dr. Stork administered the Oath of Office to newly elected trustee, Dr. Barbara George.

Dr. George spoke, introducing her family and thanking those who helped with her election campaign.

- 11. **General Hearing of Public Comment**

Jim Patterson, 5th District Supervisor and Chair, commented on the Cuesta Sustainability Center. This will be the world’s largest solar project, producing 550 megawatts. He commented on the impact to education and the community. It will help educate the public, develop education curriculum for P16, beginning with K12 resources, and help train a workforce in the sustainable trade industry.

Jack Sullivan, retired full-time faculty, welcomed Dr. George and commented on the issue of whether faculty was doing their share with regard to forced budget reductions. He reminded the Board of the 50 percent law and inquired as to whether the Board was paying attention to that issue. Toni Sommer responded, citing 50.2 percent for 2010-2011, 50.9 percent in 2011-2012, and more cuts to non-instructional areas for 2012-2013.

Marilyn Cleese, faculty, commented on behalf of computer operations/office administration.

Clint Weirick, community, commented on the need for the District to revisit its campus tobacco policy, reminding the Board that many districts have gone entirely smokeless.

Danielle Blanchard, part-time faculty, read a statement on behalf of the part-time faculty, focusing on the impact that program elimination will have on students, faculty, the college and the community. She stated the process lacked team effort and collaboration. She requested the Board hold any action regarding program elimination until a better plan can be developed.

Meeting recessed at 4:30 p.m.

Meeting reconvened at 4:45 p.m.

12. REPORTS FROM EMPLOYEE ORGANIZATIONS

- CCCUE** Ilene French, President, presented the following to the Board:
- The congratulated Dr. George.
 - She thanked Dr. Stork for the additional days off during the holidays.
 - The bargaining unit has requested information from the District. As soon as it is received, they will be ready to move forward with negotiations.
- Management Senate** No Report
- Academic Senate** Kevin Bontenbal, Academic Senate President, presented the following to the Board:
- He welcomed Dr. George.
 - He stated the last few weeks had been challenging and stressful with regard to addressing program elimination. He empathizes with all who have been or will be affected.
 - Academic Senate passed a resolution expressing concerns regarding the process and alternative proposals. He urged the Board to consider it prior to making a decision regarding program elimination.
 - Academic Senate also approved a proposal to convene a task force to address revising Administrative Procedure AP4021.
 - Academic Senate requested the Board begin planning now for a 2014 general obligation bond.
 - Kevin Bontenbal and Julie Hoffman have been re-elected Academic Senate President and Vice President, respectively.
- CCFT** Allison Merzon, CCFT President, presented the following to the Board:
- She welcomed Dr. George and reported she had been in contact with her.
 - She commented regarding program elimination, stating the faculty had done a lot of work prior to the long-term budget plan came to the forefront. She said, given the appropriate time, faculty are up to the challenge of developing solutions.
 - She commented on the faculty's response to the Student Learning Outcome and Assessment Coordinator's call to complete all course student learning outcomes and assessment.
 - She acknowledged those who will be losing jobs.
 - She commented on how the college got into the economic position it is in. She said the State was largely to blame, but the college's long-term debt was also a major factor.
 - She stated that she hoped the Board would look at what the bargaining unit has on the table. A lot of political power has been used to get things to go in the right direction. She has attended her last meeting as lead negotiator. That effort has been decoupled from the Union President's responsibilities and will be taken over by Debra Stakes and Dawn Stokes.

13. REPORTS FROM BOARD MEMBERS

- Trustee Mitchell** No Report

- Trustee Galvan** Trustee Galvan presented the following:
- She attended the presentation of “The Snow Queen” at the Cultural and Performing Arts Center.
- Trustee Alexander** Trustee Alexander presented the following:
- She reminded everyone that the wind ensemble was playing in the Cultural and Performing Arts Center this evening.
- Trustee George** Trustee George presented the following.
- She stated it was a privilege and an honor to serve as a trustee for the District. She thanked everyone for the opportunity to serve the community and the college.
 - She said there was much grueling work to be done, and that it would not be pleasant. Standards are being met and she hoped the same employees that have worked so very hard over the past few years will continue and join together to remodel the vision for the college with collaboration, innovation, and imagination.
 - She stated there was no better team than what Cuesta currently has to go down the road together; a 50 year foundation with a great future.
- Trustee Knowles** Trustee Knowles presented the following:
- ASCC is provided support to students during finals week.
 - The group is working on events for spring.
 - There will be vacancies in the ASCC Executive Cabinet in spring.
 - The ASCC is working on its own strategic plan and goals for the semester and year.
 - He is serving on a Vice President selection committee.
 - He attended the Arroyo Grande Chamber luncheon. Assemblyman Katcho Achadjian was guest speaker.
 - The men’s soccer club won their division.
- 14. Trustee Mullen** Trustee Mullen presented the following:
- He attended the Cuesta basketball tournament.
- 15. Report from Supt/Pres** Dr. Stork presented the following to the Board:
- He noted the passing of long-time San Luis Obispo resident and Cuesta employee, Pete Pedroni. He was a valuable employee; someone who cared.
 - He congratulated Kevin Bontenbal and Julie Hoffman on their re-election as President and Vice President of the Academic Senate.
 - He stated the Academic Senate’s resolution was a misrepresentation; that the Senate has representation on each of the committees involved in the process of program elimination.
 - He appreciated Danielle Blanchard’s comments, but noted that some decisions are made under untenable situations.
 - Regarding Allison Merzon’s comments on student learning outcomes, Dr. Stork said the faculty response came at the tail-end of a ten-year window of opportunity to complete the work and from pressure from the State and the Accrediting Commission for Community and Junior Colleges.
 - He stated there are 100 fewer part-time faculty at Cuesta than there was four years ago, and noted that most of the workload cuts have come to rest on part-time faculty. Only when an entire program is eliminated will full-time faculty be affected.

- Classified employees face these issues during every budget cycle. This year there are 26 fewer Classified and Classified Management positions. It is his hope that it is the last of any major reductions. The action the District has taken regarding the budget is designed to eliminate the need to repeatedly cut year after year.
- Dr. Stork said that no one person takes these issues more seriously than he. Everything he asks the Board to do, either through support or action, is done with every consideration with regard to the impact it will have on students, staff, and the community.

Shannon Hill delivered the Foundation monthly gift report. She presented the Cuesta Foundation Annual Report to the Board.

- 16. Communication** **NOTE:** Members of the Board of Trustees and/or the Superintendent/President may report the receipt of various items of correspondence that may be of interest.

17. Reports

1. Planning and Accreditation

Deb Wulff, Assistant Superintendent/Vice President, Academic Affairs, presented the following on the activities the college has been involved in with regard to accreditation and planning.

- She sent the last email communication to the college community regarding accreditation this week. She attached a list of the co-chairs for the accreditation standards for the 2014 self-study.
- She presented a draft of the timeline of activities for the follow-up report from the last visit and the 2014 comprehensive visit. The focus is to move it through quickly and efficiently, then focus on consolidating evidence.
- The draft of the 2014 self-study must be completed by January 2014.

Dr. Stork reported he had received the draft of the visiting team's report, reviewed it for factual errors, and submitted his response. Last week the final copy was received from the commission, along with a cover letter from Dr. Beno. The report is confidential until after the commission meets and takes action in January 2013. It can then be posted on the College's website for public review. He said the report is consistent with the information shared during the team's exit interview. Dr. Stork has responded to and accepted the commission's invitation to appear before them at the January review. He has asked Deb Wulff, Kevin Bontenbal, and Pat Mullen to accompany him. He has met with Shannon Hill to develop an appropriate communication piece – notice of information to the public. Once the commission has published its action, Dr. Stork will conduct an open forum in the morning to announce the results, which will be followed by a news conference in the afternoon. Dr. Stork stated the college would probably remain on some level of sanction, but he will be asking the commission to reaffirm the college. There has been substantial yeoman's work in demonstrating effort, seriousness, and dedication. Sanction has affected student enrollment, recruitment for staff and faculty, and donors; and has created an unbearable workload on the college.

Sandee McLaughlin, Assistant Superintendent/Vice President of Student Services and College Centers presented the Strategic Plan Progress Report July 2012 through October 2012. The regular report follows a designated cycle. This special report was included in the Show Cause Report. The regular report will be presented to the Board in January 2013 and posted on the college website.

BUSINESS AGENDA ACTION / DISCUSSION ITEMS
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**1. Annual
Organizational
Meeting**

- O.1.a. Election of Officers - President and Vice President of the Board of Trustees, and the District Clerk

Trustee Galvan nominated Pat Mullen to continue as Board President, Angela Mitchell to continue as Vice President, and Dr. Stork to continue as Board Clerk.

Motion: Galvan — **Passed** by majority vote of the board and unanimously by those members present (6/0), to approve Pat Mullen as Board President, Angela Mitchell as Board Vice President, and Dr. Stork as Board Clerk for 2013.

- O.1.b. Date, Time, and Place of Regularly Scheduled Board Meetings

Discussion took place regarding the impact of having the board meeting in South County.

Motion: Mitchell — **Passed** by majority vote of the board and unanimously by those members present (6/0), to conduct the regular board meeting of the San Luis Obispo County Community College District on the first Wednesday of every month with the exception of April 10th, and not conduct a meeting in the South County during 2013.

- O.1.c. Appoint a District Representative who will attend the Annual Governing Boards Representatives' Meeting, typically held after the San Luis Obispo County School Board Association (SLOCSBA) Annual Fall Dinner Meeting in October. This individual's only responsibility is to help select members of the County Committee on School District Organization.

Trustee Mullen nominated Dr. George.

Motion: Mitchell — **Passed** by majority vote of the board and unanimously by those members present (6/0), to appoint Dr. Barbara George as the District representative to attend the Annual Governing Boards Representatives' Meeting in 2013.

- O.1.d. Appoint a Liaison Representative to the SLOCSBA. This individual represents the San Luis Obispo County Community College District (SLOCCCD) Board of Trustees at the SLOCSBA Executive Board Meetings. The same person may serve as the District Representative.

Motion: Mitchell — **Passed** by majority vote of the board and unanimously by those members present (6/0), to appoint Dr. Barbara George as the District liaison representative to the San Luis Obispo County School Board Association for 2013.

O.1.e. Appointment of Board of Trustees Audit Review Committee.

Motion: Galvan — **Passed** by majority vote of the board and unanimously by those members present (6/0), to have Angela Mitchell and Charlotte Alexander continue serving as the Board of Trustees Audit Review Committee for 2013.

O.1.f. Approval of Superintendent/President and Assistant Superintendent/Vice Presidents as Authorized Agents of the Board of Trustees.

Motion: Mitchell — **Passed** by majority vote of the board and unanimously by those members present (6/0), to approve the Superintendent/President and Assistant Superintendents/Vice Presidents as authorized agents of the Board of Trustees for 2013.

O.1.g. Authorization of Superintendent/President and Assistant Superintendents/Vice Presidents as Agents of the Board of Trustees for items such as Revolving Funds, Payroll Orders, Warrant Listings, Applications for Funds, and Reports.

Motion: Mitchell — **Passed** by majority vote of the board and unanimously by those members present (6/0), to authorize the Superintendent/President and Assistant Superintendents/Vice Presidents as Agents of the Board of Trustees for items such as revolving funds, payroll orders, warrant listings, applications for funds, and reports for 2013.

O.1.h. Authorization of Superintendent/President and Assistant Superintendents/Vice Presidents as Agents of the Board of Trustees for Contracts.

Motion: Mitchell — **Passed** by majority vote of the board and unanimously by those members present (6/0), to authorize the Superintendent/President and Assistant Superintendents/Vice Presidents as Agents of the Board of Trustees for contracts for 2013.

O.1.i. Approval of Management Group beginning December 1, 2012, for one year.

- Superintendent/President
- Assistant Superintendent/Vice President, Administrative Services
- Assistant Superintendent/Vice President, Academic Affairs
- Assistant Superintendent/Vice President, Student Services and Off Campus Center
- Executive Dean, North County Campus and South County Center
- Dean of Academic Affairs, Arts, Humanities, and Social Science

- Dean of Academic Affairs, Sciences, Math, Nursing and Allied Health, Kinesiology, Health Sciences and Athletics
- Dean of Academic Affairs, Workforce and Economic Development
- Dean of Student Services
- Executive Director, Human Resources and Labor Relations
- Executive Director, Institutional Advancement / Foundation

Motion: Mitchell — **Passed** by majority vote of the board and unanimously by those members present (6/0), to approve the Management Group beginning December 8, 2012, for one year, as presented.

2. Budget Development and College Planning

Information Only

Toni Sommer conducted a review of the actions to be taken regarding the development of the District budget. The governor will announce his proposed budget in January, and the State Budget Workshop will take place on January 18th, following the Governor's announcement. She presented the timeline for 2013-2014 budget planning. The college must come up with a plan for the funding generated by Prop 30 – what was received and how it was spent.

Dr. Stork stated the Board will conduct a budget workshop in February, following the Governor's budget announcement.

Toni Sommer presented the timeline for implementation of the Long-Term Budget Reduction Plan.

3. Long-Term Budget Reduction Plan (2013-2017) – Instructional Program Reduction

Motion: Galvan — **Passed** by majority vote of the board and unanimously by those members present (6/0), to approve the Superintendent/President's recommendation regarding program elimination, suspension, modification, or retention, as presented.

Dr. Stork presented the following to the Board:

- The work resulting in the recommendation being presented to the Board has been accomplished in stages. Dr. Stork summarized his proposal, the process, and the timelines associated with the recommendations for program elimination, suspension, modification, or retention.
- College Council agreed by consensus that the first five programs would be eliminated and listed without any ranking. They took action to rank 23 programs by closed ballot with comments.
- Dr. Stork stated he made it clear from the beginning that the Council would be making a recommendation to him and that he would render a final decision. His three options were to endorse their recommendation, modify it, or reject it. He chose to modify the list. He reviewed the video of the presentations by program managers and thoroughly reviewed the written data.
- The final list was shared with the college during the open forum held on November 28th.

- His recommendation was forwarded to the Planning and Budget Committee for review and input. The committee requested additional information, which included savings, FTES loss, and program income generation.
- The Planning and Budget Committee endorsed Dr. Stork's recommendation and added five additional recommendations for consideration. Those additional recommendations with Dr. Stork's responses were included in his memorandum to the College and Board of Trustees.
- The recommendation includes ten programs to be eliminated.
- The interior design program has great potential to be considered under architecture. The design aspect of that program fits well.
- The college must be sensitive to the fact that it may take up to a year to eliminate a program based on the number of students currently enrolled and where they are relative to completing course of instruction.
- Geography is not scheduled because there is no faculty available to teach it, but it needs to be offered because of the impact it has on other degrees/certificates.
- Review of the remaining 45 programs is taking place in addressing gap analysis in an effort to continue to find ways of saving.
- The Long-Term Budget Reduction Plan was developed to immediately address reductions in the budget and the Accrediting Commission's Recommendation 7; to provide a mechanism to alleviate the annual slashing of the budget.
- With regard to the recommendation of reassessing the Long-Term Budget Reduction Plan, Dr. Stork said the college must adhere to the planning process. The plan has to be implemented and kept in force until there is sufficient information and opportunity to assess and make adjustments based on changing conditions. Changes in the budget will provide the opportunity to review the plan's impact on future years. The college will stay the course and follow the integrated planning model and the strategic plan as indicated in the Show Cause Report.
- The District is planning for a local bond in 2014. It is Board Goal number 7. When and how it will address that issue is up to the Board, but it must take place this year.

Responding to Trustee Alexander, Dr. Stork said no consideration was given to any particular location with regard to program elimination. Also, that it is unknown how many faculty will be directly affected, but they will all be part-time. He said, based on the number of sections eliminated, it will probably be between 40 and 45.

Responding to Trustee George, Dr. Stork stated ARCC data tracked students who complete career education technical programs. Some programs may be able to move to community programs. It depends on cost and affordability. Every program has value – there are no good choices. The college will look for every possible way to build back programs.

Responding to Dr. George, John Cascamo, Dean of Academic Affairs, said the advisory committees had been very active. They are composed of employers, who have also had to cut back. The Economic Vitality Corporation and Workforce Investment Board submitted a letter to the college identifying programs they believed to be central to the vitality of the community. Dr. Stork added that hundreds of emails and letters had been received from various areas of the community.

Responding to Trustee Knowles, Toni Sommer addressed concerns regarding the 50 percent law. She stated this action was only part of the Long-Term Budget Reduction Plan, and that additional action would be taken with regard to operations and classified staff.

Public Comment

Kevin Bontenbal commented on his role as a faculty member serving on college committees; that he cannot speak for faculty without first going back to the group he represents and acquiring feedback. He stated not all data was made available due to the quick turn-around of the task given. He said the college was made aware of Recommendation 7 in 2009 and waited until now to address it. Modifications to programs are not revitalization – he is concerned that many programs will become unviable and unable to properly serve students.

Allison Merzon commented as her role as an instructor and expressed her support for dance. She said kinesthetic learning is important. She asked the Board to consider allowing modifications to the program, which needs leadership. She requested important items be moved to the top of the agenda.

Andrew Carter, part-time instructor and San Luis Obispo Council member commented on the process used in determining the list for program elimination. He said it was terrible, rushed, and subject to changing rules. He commented on the absence of any physical education programs on the list; although he understands the Title IX issue.

Responding to Mr. Carter, Deb Wulff said reductions in physical education began two years ago; 64 FTES were cut last year. In 2013 the restrictions on repeatability kick in so additional impact will be experienced in this area. The schedule was reduced by approximately 50 percent and another quarter or one-third of that is expected in the future. The new restrictions will impact music and arts as well.

Responding to Trustee Mullen, Dr. Stork explained the reason for having to modify Administrative Procedure AP4021. Last year the procedure was implemented to address the revitalization/discontinuance of fashion and merchandising. A task force was established and in the end, revitalization was recommended. The task force also reported that the procedure was inadequate to address any issue of discontinuance and recommended changing it to adequately address discontinuance. The Academic Senate is now taking on that task and considering

separating discontinuance from revitalization. Dr. Stork said the college tried to follow the procedure model as closely as possible. He developed a proposal to use the procedure with some modifications, which was presented to College Council. The timeline was short, but necessary with regard to the urgency to effect a decision that would impact the spring and fall schedules.

Trustee Mullen commented on how extremely difficult these decisions are. The District has experienced nearly \$10 million in reduced funding, reduced its offerings, is serving 4000 less students, and is on Show Cause – this one item demonstrates the college’s ability to adjust and live within its funding stream on a long-term basis. He stated it made him ill, but a trustee’s obligation is to ensure the viability of the college through its accreditation and fiscal stability. The Board must balance accreditation and budget issues accordingly. He has received dozens of emails, comments, and phone calls from constituents who have businesses that benefit from the courses the college provides. They also have expressed an understanding of the need to live within an operable budget. Trustee Mullen said Prop 30 does not solve all the problems, and he is not willing to take a risk with any inkling of a lack of willingness to ensure the college is fiscally stable or fail to address sanctions and not adhere to the statements made in the Show Cause Report. He appreciates the passion everyone has displayed. He noted the process had not been perfect, but provided for input from multiple sources.

Trustee Mitchell expressed interest in investigating the possibility of moving hard hit programs like Agriculture Technology, Hospitality, and Culinary to community programs.

Trustee Mullen said future additional funding may provide an opportunity to redress these issues.

Trustee Alexander expressed her sensitivity to the arts, but stated Cuesta College was not in the position to be all things to all people. She said there were other ways for people to access some of the programs being eliminated. She said she was satisfied with the planning processes. They are in place for the future.

The meeting recessed at 7:13 p.m.

The meeting reconvened at 7:30 p.m.

4. Curriculum Recommendations

Motion to Approve: Galvan — **Passed** by majority vote of the board and unanimously by those members present (6/0), to approve the degrees and certificates as revised; removing physical science, and as presented.

Cherie Moore, curriculum chair, said the curriculum committee had been working with the distance education committee. This is an area targeted by accreditation. She participated in a webinar last week. She reminded the Board that the Academic Senate placed a moratorium on any new distance education courses until a full review was conducted and any issues were resolved. On January 16, 2013, a flex day, the faculty will meet to discuss and

update text books, prerequisites, and course line reference. She reported much work had been done with regard to efficiency and faculty are revisiting course caps. She stated her hope that these actions would positively affect the impacts on program elimination and modification.

5. Cuesta Sustainability Resource Center

Motion to approve: Mitchell — **Passed** by majority vote of the board and unanimously by those members present (6/0), to approve the proposal for the Cuesta Sustainability, as presented.

Matthew Green and Derrick Lavoie presented a summary of the proposal for the Cuesta Sustainability Center. They acknowledged all the representatives from the community and solar companies for their work and support. The proposal was placed in the trust of Cuesta College, with everyone involved being aware of what the college was going through. Discussion took place regarding the rationale and components of the proposal.

Responding to Trustee Mullen, Matthew Green said the first phase would take place at Carrizo Elementary School, part of the Atascadero School District. And responding to Trustee Alexander, stated the building on the North County campus is empty; the former library.

Trustee George expressed her excitement for the project and commented on the thoroughness of the proposal. The project is far reaching and an opportunity to serve students and the community in light of the Board's previous actions this evening. She stated Henry Ramos, Board of Governors, heads up the committee on sustainability and requested a copy of the proposal be forwarded to him. It could serve as a model for the state.

6. Faculty Emeritus

Motion to approve: George — **Passed** by majority vote of the board and unanimously by those members present (6/0), to approve the recommendations for faculty emeritus, as presented.

7. Agenda

A preliminary list of proposed agenda items for the January 2, 2013 Regular Board meeting was presented for review.

The Board agreed through consensus to move the meeting to January 8, 2013, closed session to convene at 1:30 p.m. with open session convening at 2:30 p.m.

Trustee George requested adding the bond issue to the next meeting agenda.

The Board agreed through consensus to add the bond issue to the February 6, 2013 regular board meeting.

The Board agreed through consensus to move the District Audit Report to the February 6, 2013 regular board meeting.

CONSENT AGENDA

NOTE: The Board of Trustees will be asked to approve all of the following items by a single vote. Any Board member or public individual may ask that an item be removed from the Consent Agenda to be considered and discussed separately. The Student Board Member **may vote** on any of the items listed under Consent Agenda.

1. Consent Agenda **Motion to approve:** Alexander — **Passed** by majority vote of the board and unanimously by those members present (6/0), to approve the consent agenda, as amended – pulling the draft minutes of the November 7, 2012 regular board meeting.

2. Board Minutes Approve the Draft minutes of the SLOCCCD November 7, 2012, regular Board meeting, as presented.

Trustee Alexander noted the misspelling of Cal Fire Unit Fire Chief Rob (Lewin). The error was noted and will be corrected prior to publishing.

Motion to approve: Alexander — **Passed** by majority vote of the board and unanimously by those members present (6/0), to approve the draft minutes of the November 7, 2012 regular board meeting, as amended.

3. Approval of Warrant Listings

Check Date	Amount
10/29/12	\$ 1,583,214.27
10/31/12	\$ 136,074.41
11/05/12	\$ 459,188.68
11/07/12	\$ 32,788.99
11/14/12	\$ 651,720.40
11/19/12	\$ 236,990.14
11/21/12	\$ 463,155.31
11/26/12	\$ 228,886.15
11/28/12	\$ 136,882.13
Total	<u>\$3,928,900.48</u>

4. Approval of Payroll Orders Approve Payroll Orders for November 2012, as presented.

Academic/Classified	\$ 152,459.74	187
Academic/Classified	\$ 3,256,590.01	781
	\$ 3,409,049.75	968

5. Public Employee Appointments Proposed salary/wage for unrepresented short-term temporary and management employees.

6. Quarterly Financial Status Report Salary adjustments for short-term and student position assignments.

Q.	DISCUSSION
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1. The Board previously discussed adding the bond issue to the February 6, 2013 regular board meeting.

Dr. Stork said he appreciated the Board staying in the moment and not underestimating the charge of their work.

ADJOURNMENT

Adjournment The meeting was adjourned at 8:15 p.m. Unless otherwise announced, the next meeting of the Board of Trustees will be held on Wednesday, January 8, 2013 at 2:30 p.m., in the Associate Students Auditorium, Room 5401, San Luis Obispo Campus, San Luis Obispo, California, and via polycom (video conference) N1015, Nacimiento/Wolf Building, North County Campus, Paso Robles, California

Minutes Prepared By:

Todd Frederick
Executive Assistant to the Board

Gilbert H. Stork, Ed.D.
Secretary to the Board