



SAN LUIS OBISPO COUNTY COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES

BOARD MINUTES

Regular Meeting

March 9, 2011

4:00 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, San Luis Obispo, California, members and the public having been noticed as prescribed by law.

1. **Call to Order** The meeting was called to order by Board President, Patrick Mullen at 2:02 p.m.

2. **Roll Call - Establish Quorum**

<u>Board Members</u>	<u>Present</u>	<u>Absent</u>
Patrick W. Mullen, President	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Angela Mitchell, Vice President	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gaye Galvan	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Per Mathiesen	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Charlotte Alexander		

3. **Approval of Agenda** **Motion to approve:** Galvan — **Passed** by unanimous vote of those members present to approve the agenda, as presented.

4. **Recess to Closed Session** The Board recessed to Closed Session at 2:03 p.m.

5. **Reconvene in Open Session** The Board reconvened in regular open session at 4:10 p.m.

6. **Pledge** Trustee Mathiesen

ADMINISTRATION PRESENT

Gil Stork, Superintendent/President
 Toni Sommer, Asst Supt/VP Administrative Services
 Cathleen Greiner, Asst Supt/VP Academic Affairs
 Linda Fontanilla, Asst Supt/VP Student Services
 Sandee McLaughlin, Exec Dean, NCC and SCC

Deborah Wulff, Dean
 Pamela Ralston, Dean
 John Cascamo, Dean
 Laura Benson, Exec Dir, Human Resources
 Barbara George, Exec Dir, Foundation / Inst Adv

VISITORS SIGN-IN (Attachment A)

7. ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION

Board President Patrick Mullen announced the following actions taken in closed session.

- The Board conducted its monthly evaluation of the Superintendent/President.
- The Board approved all employee appointments and public employment actions as presented, unanimous vote.
- The Board provided guidance to the Administration regarding employee negotiations.
- The Board received a level 4 student appeal and will place the item on the next board agenda.

**Public
Employee
Performance
Evaluation**

- a. Agency Negotiator: Patrick Mullen
General evaluation, Government Code Section 54957(b)
Superintendent/President

**Public
Employee
Appointment**

Passed by unanimous vote of those members present to approve the following public employee appointments:

Appointments

- a. Short Term Temporary
- b. Director of Police/College Safety Services, Public Safety
- c. Executive Director, Human Resources & Labor Relations
- d. General Maintenance Worker, Maintenance, Operations & Grounds
- e. General Maintenance Worker, Maintenance, Operations & Grounds
- f. Instructional Aide II, Workforce and Economic Development
- g. Instructional Aide II, Academic Support/DSPS
- h. Human Resources Specialist, Human Resources
- i. Toddler and Preschool Assistant Teacher, Children’s Center
- j. Instructional Aide III, Academic Support/DSPS
- k. Instructional Aide III, Academic Support/DSPS
- l. Instructional Aide II, Academic Support/DSPS
- m. Instructional Aide II, Academic Support/DSPS
- n. Toddler and Preschool Assistant Teacher, Children’s Center
- o. Toddler and Preschool Assistant Teacher, Children’s Center
- p. Instructional Aide II, Workforce and Economic Development
- q. Instructional Aide II, Workforce and Economic Development
- r. Toddler and Preschool Assistant Teacher, Children’s Center
- s. Instructional Aide II, Academic Support/DSPS
- t. Spring 2011 Temporary Faculty Assignments

**Public
Employment**

Passed by unanimous vote of those members present to approve the following public employment:

Appointment Change

- a. Recommendations for Second, Third Year and Tenure Contracts, 2011-2012
- b. Part-time Faculty, Leave of Absence without Pay
- c. Accounting Technician I, Fiscal Services

Resignation

- a. Financial Aid Technician, Financial Aid
- b. Payroll Technician, Fiscal Services

Retirement

- a. Non-Renewal of Contract Academic Manager, EOPS

Public Employee Discipline/Dismissal/Release

None

**Labor Negotiations/
Terms &
Conditions**

Labor Negotiations and Terms and Conditions of Employment for Represented and Unrepresented Employees

- a. Human Resources Development Agency Negotiator: Laura Benson
Instructions Regarding Classified Employees; Negotiations
- b. Agency Negotiator: Laura Benson
Instructions Regarding Academic Employees; Negotiations
- c. Agency Negotiator: Patrick Mullen / Gil Stork
Instructions Regarding Unrepresented Employees,
Superintendent/President, Confidential, Managers, Supervisors:
Executive Recruitment - Superintendent/President; Interim Dean of
Academic Affairs, Workforce and Economic Development

8. REPORTS FROM EMPLOYEE ORGANIZATIONS

CCFT

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

- She thanked Laura Benson for her service to the college, and her collaboration regarding negotiations. She made reference to her work on workload issues for faculty and substitutes.
- The bargaining unit is waiting on the final draft of the contract to send out for ratification.
- She and Debra Stakes attended a legislative conference.

CCCUE

John Fetcho, CCCUE President, presented the following to the Board:

- The bargaining unit supports all-campus planning regarding South County.
- The bargaining unit is disappointed the District has not presented its proposal for opening negotiations.
- He is disappointed in the loss of Laura Benson, but optimistic the new director will be successful.

Management Senate

Todd Frederick, Management Senate President, presented the following to the Board:

- The Management Senate will be addressing the confidential employee evaluation process tomorrow at its monthly meeting.
- Mr. Frederick made a presentation to the Director of Maintenance, Operations, and Grounds on behalf of the Management Senate, recognizing the entire department for its unwavering dedication and service to the college. The Senate bestowed upon the department the title of "Men and Women of Steel".

Academic Senate

Steve Leone, Academic Senate President, presented the following to the Board:

- Faculty evaluations for Dr. Stork and Toni Sommer are underway.
- He addressed concerns regarding the ACCJC follow-up report and presented a handout to the Board.
- He addressed the issue of integrated planning.
- He addressed the schedule to address strategic planning steps and self-study planning agenda items.
- He expressed support for a South County Center, but voiced concern regarding the process and the lack of a planning model.
- He suggested regular standing reports to the Board regarding accreditation and strategic planning.

9. REPORTS FROM BOARD MEMBERS

Trustee Mitchell Trustee Mitchell presented the following to the Board:

- She attended an orientation for the Foundation Ambassador Program and will serve as the ambassador for fine arts.
- She participated in the Board Audit Committee and reviewed requests for proposals for a new audit firm.
- She attended the Foundation Executive meeting.
- She thanked Foundation Board members and community members for their support for South County,

Trustee Mullen No report.

Trustee Galvan Trustee Galvan reported the following:

- She attended the Paso Robles Chamber business luncheon.
- She attended the Paso Robles City Schools meeting.
- She attended the acoustic guitar performance at the CPAC.

No report.

Trustee Mathiesen

Trustee Alexander No Report.

Student Trustee Cheney Trustee Cheney reported the following:

- The ASCC is working on their budget.
- The March in March will take place next Monday in Sacramento. Cuesta is not sending a bus this year. They are donating funds for transportation of DSPS students instead.

10. Report from Supt/Pres Dr. Stork presented the following in addition to his written report:

- He commented on the impact of the number of responses and reports that are due this spring and the effect it was having on staff. The gravity and seriousness of the activities of the college are evident.
- He recommended increased advocacy and contact with legislators regarding the June voting referendum.
- He commented on the "Bridge from Poverty to Possibility" event, describing it as inspiring and effective. He served as the honorary chair for the event.
- He announced the Foundation Honored Alum selections for this year.

VP reports

- Toni Sommer thanked Chris Green for his diligent follow-up with the Chancellor's office regarding the \$1.4 million is adjusted tax funding.
- Dr. Fontanilla announced the upcoming budget workshop for students. She thanked Bret Clark, Matthew Green, Kevin Bontenbal, Joy Chambers, Sharon Brazell, and Stephan Gunsaulus for their support and work on the Enrollment Management Plan.
- Dr. Greiner introduced John Cascamo, new Dean of Academic Affairs, Workforce and Economic Development. She commented on the Business Entrepreneurial Center's economic forecast event, for which approximately 240 people attended.
- Dr. Stork acknowledged the Foundation monthly gift report.

- 11. 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.
- The Board received a level 4 appeal regarding a student grievance.

12. General Hearing of Public Comment

Carol Dover, member of the local AAUW commented on the college's Title IX complaint status.

Dr. Stork provided a detailed update on the status of the College's Title IX complaint.

13. Reports

None

BUSINESS AGENDA ACTION / DISCUSSION ITEMS
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1. Development of South County Center

No Action:

This item originally appeared as item O.6 on the Business Agenda - Discussion/Action. It was moved up on the agenda to accommodate members of the community who had come to the meeting to address this issue.

Dr. Stork presented the following to the Board:

- The original item on the agenda as presented was prepared as planned based on the process for developing the South County Center. The intent was to ask the Board to authorize moving forward to negotiate a long-term lease.
- On Monday, Doug Hilton, Chair of the Development Committee indicated the Foundation confirmed that it could reach the goals set by the committee.
- Terry Reece communicated to the owner the District was ready to move forward pending Board approval. Mr. Reece was made aware that the costs originally discussed could not be reached. The figure went from 75 cents per square foot to \$1.10 and the owner wanted the District to share in the initial construction costs.
- Dr. Stork met with Trustee Mullen and the Development Committee and reported the owner was unable to enter into negotiations.
- The Development Committee is ready to move on and continue its campaign on efforts to secure a new site.
- Dr. Stork commended the work of the Development Committee and their enthusiasm and commitment to Cuesta College and the South County.
- Major donors who committed pledges left them in place to be applied to continuing efforts in the South County.

Public Comment

Iris Swisher, President of the Foundation Board, commented on the Foundation's continued support for a South County project. She commended the Foundation and its members and the committee members.

Roxanne Carr, Foundation Board communicated her support and desire to continue efforts in the South County.

Doug Hilton, Development Committee Chair commented on the enthusiasm and optimism of the committee and the community in support of a South County project.

Peter Dill, communicated his concern regarding the lack of financial base within the college to be pursuing such a project at this time.

Ken Levine, Foundation Executive Board member thanked everyone for their commending comments and thanked Dr. Stork for his actions and commitment to South County.

Trustee Mitchell commented on the significant impacts the North County Campus had on Paso Robles and how it could be duplicated in the South.

Sandee McLaughlin commented on the significant positive impact such a project would have in South County, as it did in North County.

Trustee Mullen commented on the community's enthusiasm and support for a South County project and the need communicated to the District from the community, and his concern over the college's inability to come together as an institution. He referenced the lack of support for a previous bond issue within the institution and how that negatively impacted support with the community and the result of the voting.

Dr. Stork cautioned that the college is 180 degrees from where it was during the last bond issue, and that any opposition is not with the need for an improved South County Center, but rather how the campus is engaged in providing input on such matters. As long as opposition is informed opposition it is welcomed.

2. **SLOCCCD
Resolution 01-11,
Recognizing
Women's History
Month**

Motion to approve: Galvan — **Passed** by unanimous roll call vote of those members present, to approve SLOCCCD Resolution 01-11, as presented.

6-yes, 0-no

Cuesta student Kaitlin Williams read the resolution.

3. **SLOCCCD
Resolution 02-11,
Commitment to
Diversity**

Motion to approve: Alexander — **Passed** by unanimous roll call vote of those members present, to approve SLOCCCD Resolution 02-11, as presented.

6-yes, 0-no

Madeline Medeiros, Cuesta Instructor and Treasurer of the Cultural Diversity and Student Equity Committee, read the resolution.

3. **SLOCCCD
Resolution 03-11,
April Month of the
Child and Child
Abuse Prevention
Month
Proclamation**

Motion to Accept: Cheney — **Passed** by unanimous roll call vote of those members present to approve SLOCCCD Resolution 03-11, as presented.

6-yes, 0-no

Don Norton, Cuesta instructor and Human Development Division Chair, read the resolution.

4. Curriculum Recommendations

Kevin Bontenbal introduced a request for the Board to authorize Trustee Mullen to sign any transfer degree developed for this year only, to facilitate getting them to the Chancellor's office in a timely manner.

Motion to amend: Mitchell / to approve the curriculum recommendations as presented, and authorize Board President Pat Mullen, to approve and sign any new transfer degrees that match the final transfer model curriculum degree patterns, and have been approved by the Curriculum Committee during the spring 2011 semester – **Passed** by unanimous vote of those members present.

Motion: Mathiesen – **Passed** by unanimous vote of those members present to approve the curriculum recommendations, as amended.

5. Disabled Students Programs and Services (DSPS)

Motion to approve: Galvan — **Passed** by unanimous vote of those members present, to approve additional funding from the District general fund to mitigate an additional \$92,000 reduction in categorical funding in DSPS.

Public Comment

Steve Leone commented on how important DSPS was, but was concerned about the process in which a funding decision was made outside the model.

Toni Sommer said she agrees with the spirit of the process, but she has no option with regard to meeting payroll.

Allison Merzon commented on moving \$92,000 out of contingency money when major discussions surrounding such issues are taking place in planning and budget.

6. Proposed Naming Opportunities for the Cultural and Performing Arts Center

Motion to approve: Mitchell — **Passed** by unanimous vote of those members present to approve the proposed naming opportunities for the Cultural and Performing Arts Center, as presented.

The meeting was recessed at 6:05 p.m.

The meeting reconvened at 6:18 p.m.

7. Proposed Superintendent / President Recruitment Plan

Trustee Mullen summarized the proposed plan for the recruitment of the position for superintendent/president.

Public Comment

Todd Frederick commented on the unmanageable size of the last screening / selection committee and requested the Board consider a smaller, more efficient model.

Steve Leone thanked the Board for considering faculty as part of the process.

Toni Sommer commented on the effectiveness of the process and the trust needed of those who participate.

Trustee Cheney recommended conducting the search using in-house resources.

Allison Merzon commented on the location of the interviews and recommended moving them back on campus.

Toni Sommer indicated a budget must be developed for this activity and the college must stay within that budget.

- 8. Board Policy Review; BP 2410 and AP 2410, Board Policy and Administrative Procedure**

Motion to approve: Galvan — **Passed** by unanimous vote of those members present, to approve Board Policy 2410 and Administrative Procedure 2410, as presented.
- 9. Quarterly Fiscal Report (311-Q)**

Motion to approve: Galvan — **Passed** by unanimous vote of those members present, to approve budget transfers contained in the quarterly fiscal report, as presented.
- 10. Destruction of Records**

Motion to approve: Galvan — **Passed** by unanimous vote of those members present, to approve the proposed list of records recommended for proper destruction, as presented.

Toni Sommer and Todd Frederick summarized the activities surrounding the disposition of official records and presented the proposed list of records recommended for proper destruction.
- 11. Change Orders for the North County Campus Learning Resource Center**

Motion to approve: Mitchell — **Passed** by unanimous vote of those members present, to approve change orders for the North County Campus Learning Resource Center, as presented.
- 12. Change Orders for the CPAC Parking Lot**

Motion to approve: Mitchell — **Passed** by unanimous vote of those members present, to approve change orders for the CPAC parking lot, as presented.

Terry Reece reported that these changes orders result in a net reduction.
- 13. New Job Description**

No Action:

Karen Reyes introduced a letter from John Fetcho contesting the salary placement for this position. The proposed confidential position is at a higher rate than the classified position it replaces.

Discussion took place regarding the method used to determine the rate and if it was valid.

Dr. Stork rescinded the submission of the new job description for Benefits Technician, Business Agenda item O.14, as listed on the original agenda; and the new job description for Benefits Specialist, Business Agenda item O.15, as listed on the original agenda.

Discussion took place regarding the difference between a confidential position and a regular classified position and whether the proposed salary rate was appropriate for the position. This discussion included information regarding out-of-class pay.
- 14. New Job Description**

No Action:

- 15. New Job Description** **Motion to approve:** Mitchell — **Passed** by unanimous vote of those members present, to approve the new job description for Supervisor of Facilities Planning and Construction, as presented.

Toni Sommer provided background information surrounding this new job description.
- 16. Revised Job Description** **Motion to approve:** Mitchell — **Passed** by unanimous vote of those members present, to the revised job description for Director of Facilities Services, Planning and Capital Projects, as presented.

Toni Sommer provided additional information regarding this revised job description, which came about as part of the overall restructure of the Maintenance, Operations, and Grounds department.
- 17. Public Employee Appointments** **Motion to Approve:** Mitchell — **Passed** by unanimous vote of those members present to approve the salary/wage for unrepresented employees, as presented.
- 18. Agenda**

A preliminary list of proposed agenda items for the April 6, 2011 Regular Board meeting was presented for review. The Board agreed through consensus to the following:

Add: A recurring information item for accreditation, A Budget Workshop/Report as part of the regular meeting agenda, selection of a new district auditor.

The meeting will take place in San Luis Obispo and not in Arroyo Grande.

Present the tabled job descriptions for consideration.

**BUSINESS AGENDA
INFORMATION ITEMS**

- 19. College Planning and Budget Development** Toni Sommer presented the following to the Board:

 - Two joint meetings with the Planning & Budget Committee and the College Council have taken place.
 - Actions to be taken - planning and budget work on budget assumptions, council work on priorities for the four major clusters.
 - Another joint meeting is scheduled for March 22 in order to review refined budget reduction proposals.

Public Comment
Steve Leone commented on the existing \$1.6 million budget deficit, and other topics addressed during the meetings.

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:** Galvan — **Passed** by unanimous vote of those members present to approve the consent agenda, as

- presented.
- 2. Approval of Minutes** Approve the draft minutes of the SLOCCCD February 2, 2011, regular Board meeting.

3. Approval of Warrant Listings	Check Date	Amount
	01/31/11	2,227,335.99
	02/02/11	302,974.04
	02/07/11	871,737.50
	02/09/11	589,650.39
	02/14/11	355,964.06
	02/16/11	226,567.09
	02/22/11	158,258.65
	02/28/11	417,025.19
	Total	\$ 5,149,512.91

- 4. Approval of Payroll Orders** Approve Payroll Orders, as presented.

Academic/Classified	\$ 136,294.25	188
Academic/Classified	\$3,485,548.12	845
	\$3,621,842.37	1033

- 5. Gifts to the College** Approve gifts to the college as presented on the regular agenda.

- 6. Declaration of Surplus Equipment** Declare obsolete equipment as surplus, as presented.

Q. DISCUSSION

1. What went well and; As a trustee, I am most concerned about the following things regarding the District and the college - comments from each trustee.
- Trustee Mitchell – The meeting went well with good discussion. Q2 - She is most concerned about the budget and accreditation, and balancing the workload. She inquired as to what the Board could do to help.
 - Trustee Mathiesen - The meeting went well. Q2 - He is most concerned about the budget.
 - Trustee Galvan - The meeting went well with good discussion. Q2 - She is most concerned about the budget and accreditation. Both problems must be solved.
 - Trustee Alexander - She said excellent discussion took place during the meeting. Q2 - She is most concerned about the budget, accreditation, South County, and facilities/strategic planning.
 - Trustee Cheney - The pace of the meeting went well. She would like to see more fiscal detail on the board cover sheets. Q2 - She is most concerned about small programs paying the cost to save others.
 - Trustee Mullen - Participation was good and community turn out was good. Good dialogue and debate took place. Q2 - He is most concerned about students and managing issues, and the current events taking place in the Middle East and how it could affect the economy.
 - Dr. Stork said, given the nature of the content, the meeting went well and there was good use of time. The discussion regarding South County was robust and healthy. He appreciates the Board's recognition of important issues. He is challenged by the budget and accreditation.

ADJOURNMENT

Adjournment The meeting was adjourned at 7:51 p.m. Unless otherwise announced, the next meeting of the Board of Trustees will be held on Wednesday, April 6, 2010, at 2:00 p.m., in The Associated Students Auditorium, room 5401, San Luis Obispo Campus, San Luis Obispo, California.

Gilbert H. Stork, Ed.D.
Superintendent/President