



SAN LUIS OBISPO COUNTY COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES

BOARD MINUTES

Regular Meeting
March 6, 2013

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 2:38 p.m.

2. Roll Call - Establish Quorum	<u>Board Members</u>	<u>Present</u>	<u>Absent</u>
	Patrick W. Mullen, President	X	
	Angela Mitchell, Vice President	X	
	Gaye Galvan	X	
	Charlotte Alexander		X
	Barbara George	X	

3. Approval of Agenda **Motion to approve as amended:** Galvan — **Passed** by majority vote of the Board and unanimously by those members present (4-yes, 1-absent; Alexander, 1-yes/advisory; Knowles) to approve the agenda, as noted.

Dr. Stork noted an administrative error, closed session item D.3.a should read Secretary II, not Secretary III.

Trustee Knowles was present for closed session; item

4. Public Comment None

5. Recess to Closed Session The Board recessed to Closed Session at 2:40 p.m.

6. Reconvene in Open Session The Board reconvened in open session at 3:50 p.m.

7. Workshop **Brown Act**

Warren Kinsler of Atkinson, Andelson, LLOYA, Romo & Ruud, conducted a training session on the Ralph M. Brown Act, focusing on the definition of meetings and addressing issues associated with email and serial meetings. He also covered criteria for closed session.

8. Pledge Trustee Mitchell

ADMINISTRATION PRESENT

Superintendent/President	Dean, Social Sciences, Fine and Performing Arts
Asst Supt/VP Administrative Services	Dean, Workforce and Economic Development
Interim Asst Supt/VP Student Services	Interim Dean, Math, Sciences, Nursing/Allied
Interim Asst Supt/VP Academic Affairs	Health, and Athletics
Interim Exec Dean, North County Campus	Exec Dir, Human Resources
and South County Center	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, and retirements, with the exception of item d.3.a, which was removed from consideration, and one faculty not considered for tenure due to ineligibility (Johnson).
- 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 of the
Employee board and unanimously by those members present (6/0), to approve the
Appointment following public employee appointments, as presented.

Appointments Government Code Section 54957(b)(1)

- a. Short Term Temporary
- b. Media Relations Coordinator, Institutional Advancement
- c. Human Resource Specialist, Human Resources
- d. Secretary III, Public Safety

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

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

- a. Admissions and Records Evaluation Analyst to Secretary III II, DSPS
- b. Division Department Assistant, Academic Support, .75 FTE/12 months to 1.0 FTE/12 months
- c. Full-time Instructor, Language and Communications, Reduced Workload
- d. Community Programs Receptionist/Assistant, Unpaid Leave of Absence
- e. Full-time Instructor, Academic Support, Reduced Workload

Resignation Government Code Section 54957(b)(1)

- a. Human Resource Specialist, Human Resources

Retirement Government Code Section 54957(b)(1)

- a. Full-time Instructor, Fine Arts
- b. Supervisor, Tutorial Services, Academic Support
- c. Part-time Instructor, Social Sciences

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);** One case – Injury

**Conference with Legal Council, Litigation, Significant Exposure to
Litigation Pursuant to Government Code 54596.9(b)(1);** One case –
Capital Outlay

10. General Hearing of Public Comment

Andrea Devitt, Cuesta Counseling Department, commented on the success of the recent Book of the Year Event at the CPAC, and as a Book of the Year committee member, thanked everyone for their dedicated work and effort. She recognized Cuesta Marketing, Dr. Pamela Ralston, Dave Congalton, the SLO Tribune, and in particular, Dr. Stork; for sharing his personal story regarding foster care.

Trustee George thanked Ms. Devitt for the committee’s selection of a great book. She stated it was a huge success and provided a link of how the college serves the local community.

11. REPORTS FROM EMPLOYEE ORGANIZATIONS

Management Senate No report.

Academic Senate No report.

CCFT No report.

CCCUE No report.

12. REPORTS FROM BOARD MEMBERS

Trustee George Trustee George reported the following.

- She acknowledged the donation from the Hollister family in the monthly Foundation report.
- She commented on Women’s History Month, recognizing Dr. Grace Mitchell as a trailblazer, tireless leader, and promoter of women’s work on campuses. She inquired regarding the status of the Grace Mitchell Achievement Award; whether it was still being awarded on an annual basis.
- She recognized Elaine Holly Coates, the third person hired at Cuesta and an individual who made a significant impact on the District. She stated Elaine and Grace were only two of a legion of women who have contributed to the success of Cuesta College.

**Trustee
Alexander**

Absent

**Trustee
Galvan**

Trustee Galvan reported the following:

- She attended the fund raising concert at the CPAC.

**Trustee
Mitchell**

No Report.

**Trustee
Knowles**

Trustee Knowles reported the following:

- ASCC has a full executive cabinet for the first time this year.
- They are working on spring break events.
- Tomorrow the group will be forming a task force to address the campus smoking policy and student concerns. The ASCC does not hold a position on the issue.
- There are three candidates for the 2013-2014 student president elections. A candidate forum will take place on March 14 in front of the High Tech Center. Elections will take place the last week of March.
- The budget process has begun for 2013-2014.
- The Academic Senate has requested the students form a task force regarding class syllabi and survey students as to what they need and would like to see included.
- Next week five student representatives will attend the national convention in Washington DC.

**Trustee
Mullen**

No Report.

**13. Report from
Supt/Pres**

Dr. Stork presented the following to the Board:

- He noted two upcoming events that recognized Cuesta College students. The first is the California Community College Athletic Association Annual Convention, during which scholar athletes would be recognized. Former Cuesta College basketball player, Malte Kramer will receive the award. Malte is from Germany and maintained a 4.0 grade average. His parents, who will be visiting from Germany, will be able to see him receive this notable award. The second event is the Association of Community College Trustees spring conference. They will be honoring honored alums from community colleges across the country. This year, Bill Swanson, a Cuesta graduate from 1967 and CEO of Ratheon, will be recognized. Dr. Stork stated he and Pat Mullen would be attending the event.
- Tom Lorish, PG&E, presented a check to Cuesta College for \$73,611.00 for the recent lighting retrofit project. Terry Reece, Director of Facilities Services, Planning and Capital Projects, summarized the key points of the project, which came in on time and on budget. He thanked Tom Lorish, Sarina Uriza Dito, and David Hather of PGE, Bill Thoma of Thoma Electric; and acknowledged all the electrician teams involved in the project. Mr. Lorish thanked the District for being an outstanding partner and offered congratulations on a job well done.

Shannon Hill delivered the Foundation Monthly Activity Report. She acknowledged the marketing team for their work on promoting and supporting all the Book of the Year activities. The Foundation is looking into determining the fundraising needs for the Hollister Adobe. She recognized Harvey's Honey Huts for their support of the college and its activities.

Trustee George congratulated Ms. Hill on the success of the Annual Fund Drive last year and said she is looking forward to this year being another success.

- 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.

None

15. Reports

1. Planning and Accreditation

Dr. Stork announced that Toni Sommer, Vice President of Administrative Services was participating in an accreditation site-visit at Gavilan College and Deb Wulff, Vice President of Academic Affairs and Kevin Bontenbal, President, Academic Senate were visiting San Francisco City College to discuss accreditation strategies and activities connected to show cause challenges. Next Wednesday, representatives from College of the Sequoias will be visiting Cuesta to meet with the college's core accreditation leadership group to discuss the same. Greg Baxley and Sally Demarest will speak at LA Pearce College, presenting Cuesta as a model college for the development and assessment of student learning outcomes. Dr. Stork announced that the follow-up report was being developed and the Accreditation Steering Committee is already working on the 2014 Self-Study. The college will again contract with the College Brain Trust for consultation regarding the final response to the Commission's action letter of February 2013. During the April Board meeting an accreditation workshop will be held with focus on the manual for self-evaluation.

Sandee McLaughlin reported that next week she will be participating on an accreditation site-visit team at Imperial Valley College. The college is mid-term with regard to the 2-year plan. The first project report was presented in December. A second report is due this spring. The college will assess achievement of objectives and make any necessary changes. The next strategic planning meeting will address specific points made by the visiting team with regard to what is expected in the plan.

2. 50th Anniversary Report

Shannon Hill, Executive Director, Advancement/Foundation, presented an update to the Board of the activities scheduled in conjunction with the 50th year celebration (Attachment B). She noted that the celebration will be integrated into all college activities. Dr. Stork will be highlighting Cuesta's 50th year during service club meetings.

Trustee Mullen requested a summary sheet of activities for the year. Ms. Hill indicated that information was going up on the web page and also available to the public.

Trustee Mullen, through consensus of the Board, indicated business items O.1 and O.2 would be addressed prior to the report on Emergency Preparedness.

3. Emergency Preparedness

Joe Arteaga, Director of Police and Public Safety Services, presented information to the Board regarding the plans have been developed, and the activities and training that has taken place with regarding to the Cuesta College Police and Public Safety Department. He focused on emergency notification issues and specific training and response to an armed intruder on campus. Mr. Arteaga noted that Cuesta College was the number one safest college in California in 2010 and fifth in the nation. In 2011 it was positioned as second and ninth, respectively. He attributed a constant and positive presence to the low number of incidents at all sites. Since the arrival of Mr. Arteaga as the Director of Police and Public Safety Services, crime statistics have fallen 11 percent. A Student Intervention Response Team has been put in place to help address student behavior and other issues, providing prevention interaction. The Department is always looking into ways to improve visibility of official procedures and

public safety information across campus in all locations.

Trustee Mullen inquired as to the Board's role during emergency and if there was a need for them to actively participate in Emergency Operation Center (EOC) activities. He requested the Board be given a tour of the locations and gear associated with the sites.

BUSINESS AGENDA ACTION / DISCUSSION ITEMS
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| <p>1. Women's History Month</p> | <p>Moved (Knowles) – to approve SLOCCCD Resolution 02-13, declaring March 2013 Women's History Month. Motion - Passed by majority vote of the board and unanimously by those members present (4-yes, 0-no, 1-absent (Alexander), 1-advisory). SLOCCCD Resolution 02-13 Passed by roll call vote of the board and unanimously by those members present (4-yes, 0-no, 1-absent (Alexander), 1-advisory).</p> <p>Dr. Pamela Ralston, Dean of Academic Affairs, Humanities, Fine Arts and Social Science introduced Cuesta Faculty Stacey Pointer, and Cuesta students Julia Girvin and Carla Sousa; who read the resolution.</p> |
| <p>2. Commitment to Diversity</p> | <p>Moved (Mitchell) – to approve SLOCCCD Resolution 03-13, affirming the District's commitment to diversity. Motion - Passed by majority vote of the board and unanimously by those members present (4-yes, 0-no, 1-absent (Alexander), 1-advisory). SLOCCCD Resolution 03-13 Passed by roll call vote of the board and unanimously by those members present (4-yes, 0-no, 1-absent (Alexander), 1-advisory).</p> <p>Dr. Anthony Gutierrez, who recently received his PhD in Education and Co-Chair of the Cuesta Student Diversity and Equity Committee, read the resolution.</p> <p>Trustee Mullen congratulated Dr. Gutierrez.</p> |
| <p>3. Budget Development and College Planning</p> | <p>Chris Green, Director of Fiscal Services gave a presentation on recent activity regarding the college's Tax Revenue Anticipation Note (TRAN) participation (Attachment C).</p> |
| <p>4. 2013-2014 Sabbatical Leave</p> | <p>Moved (Mitchell) – to approve the Sabbatical Leave Committee recommendation for Bailey Drechsler to receive a one-year full sabbatical for the 2013-2014 academic year. Motion - Passed by majority vote of the board and unanimously by those members present (4-yes, 0-no, 1-absent (Alexander), 1-advisory).</p> <p>John Cascamo presented the following written information from Ms. Drechsler in support of the request:</p> <p>This sabbatical proposal addresses two concomitant and fundamental components of professional growth: (1) course-specific enrichment; and (2) pedagogical research and development across my discipline courses. The intent behind course-specific enrichment is to illuminate topics already addressed in the course, deepening understanding of course content. The intent to engage in pedagogical research and development across courses is to re-invigorate meaningful, learner-centered experiences. As such, goals for this sabbatical proposal are as follows:</p> <ol style="list-style-type: none"> 1. Conduct qualitative research on Jewish-French identity 2. Incorporate transformative pedagogy into the classroom to support learning, especially for under-prepared students within the behavioral and social sciences <p>Course-Specific Enrichment: Conducting qualitative research on Jewish-</p> |

French identity

The course I seek to enrich is the "Ethnic Identity and Developmental Patterns" (FMST213) course. This course interrogates the influence of ethnic identity on psycho-social developmental processes and experiences of the major ethnic groups within the U.S. How ethnicity impacts development and functioning of intra-personal processes, and interpersonal relationships, is examined through the lens of psychological theories. A core focus of the course addresses systems and experiences of privilege, oppression and racism. Unraveling the complexities of these issues is sometimes challenging for students. One of the reasons this is a challenging topic to teach is because it is emotionally charged. Students fear being seen as racist or being singled as a recipient of racism. Such fear (and/or resistance) often promotes silence in class discussion and shuts down the learning process. By introducing students to Jewish-French identity and anti-Semitism issues, students may understand ethnic identity and racism within the U.S. with a deeper appreciation.

Pedagogical Research and Development across Courses: In developing the intent to engage in course-specific enrichment, a concomitant intent has emerged: studying pedagogical research with the goal of incorporating transformative pedagogy across all of my courses. Without efforts made to integrate meaningful, learner-centered pedagogical practices, much of the substance of this sabbatical proposal would be lost.

Over the thirteen years of full-time teaching, I have established pedagogical goals related to student learning outcomes but they are specifically articulated to emphasize the learning process. These goals apply to all of the courses I teach. They are:

- 1.) Understand core course concepts and theories
- 2.) Develop critical thinking to support unraveling content complexities
- 3.) Increase academic confidence
- 4.) Support personal transformation & empowerment
- 5.) Encourage civic and critical engagement & global citizenry

These goals reflect the foundation of "engaged pedagogy," outlined by education advocate bell hooks (nee Gloria Watkins) in her book, *Teaching to Transgress*. Engaged pedagogy espouses learner-centered teaching, where the student doesn't simply learn facts about a given topic but also learns to critically interrogate the subject matter from a place of personal meaning. Engaged pedagogy attempts to bridge the learning process with academic success.

Such interrogation is not always an easy path: community college students often lack critical thinking skills; course material is presented within an abstract framework; and, in particular to studying social and behavioral sciences, the learning process does not fully support students' examination of ideas that run counter to their entrenched values and beliefs, to name just a few reasons. Of significance is the vast amount of personal and controversial content running throughout all of my courses.

A deeper understanding of personal values and beliefs is necessary and requires a critical analysis. Such efforts often produce a de-stabilizing of the students' framework, creating more learning difficulties. Thus, I am faced with the challenge of facilitating the de-construction of students' ingrained ideas as well as facilitating a productive and meaningful

learning process. I must admit that, as much as I value engaged pedagogical practices and have integrated them into my courses, I have fallen short. A critical analysis of my own pedagogical practices is in order. B. Drechsler

- 5. License Agreement with Ayres Resort** **Moved** (George) – to approve the Non-Exclusive License Agreement with Ayres – Paso Robles, L.P. **Motion - Passed** by majority vote of the board and unanimously by those members present (4-yes, 0-no, 1-absent (Alexander), 1-advisory).

Terry Reece reported that the District was not allowed to grant an easement to any organization that is not a state entity. The item presented to the Board is a non-exclusive license, retaining the District's exclusive rights on sale, use, or changes to the property. Mr. Reece noted that currently, there is no fee associated with the license and no costs being incurred by the District.
- 6. Revised Salary Schedule** **Moved** (Mitchell) – to approve the Classified Substitute/Short-Term and Student Pay Schedule as presented. **Motion - Passed** by majority vote of the board and unanimously by those members present (4-yes, 0-no, 1-absent (Alexander), 1-advisory).

Bill Benjamin, Executive Director of Human Resources and Labor Relations reported that this action would control and standardize the salary schedule for classified substitute/short-term and student employees.
- 7. Curriculum Recommendations** **Moved** (Galvan) – to approve the curriculum recommendations as presented. **Motion - Passed** by majority vote of the board and unanimously by those members present (4-yes, 0-no, 1-absent (Alexander), 1-advisory).

Cherie Moore, Curriculum Committee Chair, presented the curriculum recommendations to the Board and summarized the committee's current activities, and the regulatory changes impacting curriculum.
- 8. 2014-2015 & 2015-2016 District Calendar** **Moved** (Galvan) – to approve 2014-2015 and 2015-2016 District Calendar as corrected and presented. **Motion - Passed** by majority vote of the board and unanimously by those members present (4-yes, 0-no, 1-absent (Alexander), 1-advisory).

A revised version of the proposed calendar, other than that printed in the packet, was presented to the Board and made available to the public.
- 9. Board Goals – Quarterly Review** Discussion took place regarding the use of the same assessment tool used in the progress reporting of strategic plan, institutional goals and objectives. The Board agreed, through consensus of the members present and the majority of the Board to use the template. Discussion also took place regarding the development of a Board sub-committee to develop appropriate action steps and assessment pieces for the current Board goals. No decision was reached regarding that item and no assignments were made.

The Board reviewed, and concurred through consensus, with the quarterly review of selected Board goals, as presented.
- 10. Return to Work Program** **Moved** (Knowles) – to approve the written procedure outlining the Return to Work Program as presented. **Motion - Passed** by majority vote of the board and unanimously by those members present (4-yes, 0-no, 1-absent

(Alexander), 1-advisory).

Bill Benjamin presented the background and purpose of the Return to Work Program. The focus of the program is to get employees currently receiving workers compensation back into the workforce. This program is supported by SIPE

11. Facilities Planning

Terry Reece presented a framework to the Board on how to develop a facility needs assessment for the North County Campus. He noted that the facilities analysis cost report for the San Luis Obispo campus was a few years old and would also need to be updated. A request was made to the State Foundation to conduct an off-cycle analysis, and they have agreed to do it at no cost to the District. The framework for the assessment provides for the analysis and the cost to execute.

Trustee Mullen expressed his support to move forward on the facilities needs update for North County. Discussion took place regarding appropriate funding and sensitivity to the coordination of timelines of the assessments and a general obligation bond action.

The Board, through consensus of those members present and the majority of the Board, agreed to move forward with the update of the facilities needs assessment update for the San Luis Obispo campus, and directed the Superintendent/President to move a proposal for funding the North County through the appropriate governance process. The proposal will be brought back to the Board for consideration with a full summary of all fiscal impacts to the District and a funding source. Focus will be on the top immediate needs at each District site, with an appropriate connection of each recommendation to the integrated planning process.

12. Agenda

A preliminary list of proposed agenda items for the April 10, 2013 Regular Board meeting was presented for review. Through consensus the Board agreed to:

Add

- discussion regarding associate degree transfer (curriculum)
- report of ASCC delegation to the national conference in Washington, DC
- Board Policy review; service animals and naming opportunities
- MOU with College of the Sequoias
- CCCUE initial proposal to bargain
- Implementation of the facilities master 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** **Moved** (Galvan) – to approve the consent agenda as presented. **Motion - Passed** by majority vote of the board and unanimously by those members present (4-yes, 0-no, 2-absent (Alexander, Mitchell), 1-advisory).
- 2. Board Minutes** Approve the Draft minutes of the SLOCCCD February 6, 2013, regular Board meeting, as presented.

3. Approval of Warrant Listings	Check Date	Amount
	02/04/13	\$ 312,823.81
	02/06/13	\$ 228,325.77
	02/11/13	\$ 253,009.82
	02/13/13	\$ 219,417.10
	02/20/13	\$ 277,274.31
	Total	\$ 1,290,850.81

4. **Approval of Payroll Orders** Approve Payroll Orders for February 2013, as presented.

Academic/Classified	\$ 122,127.74	172
Academic/Classified	\$ 3,192,916.16	756
	\$ 3,315,043.90	928

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

6. **Quarterly Financial Status Report – 311Q** Review the Quarterly Financial Report and approval the 2012-13 Budget Transfer Financial Activity Report for the quarter ending December 31, 2012.

7. **Declaration of Surplus Equipment** Declare obsolete equipment as surplus.

Q. DISCUSSION
Board Evaluation

1. Does the board, through the CEO, seek advice and recommendations from faculty, staff, and students in developing educational policy?

Trustee Knowles – Yes.

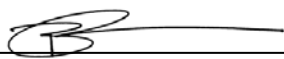
Trustee Galvan – Yes.

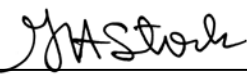
Trustee Mullen – Absolutely; the Board expects and receives broad contact. He thanked everyone for the types of meetings conducted and experienced – they are civil, articulate in presentation of issues and impassioned.

ADJOURNMENT

Adjournment The meeting adjourned at 8:07 p.m.

Minutes Prepared By:


Todd Frederick
Executive Assistant to the Board


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