



SAN LUIS OBISPO COUNTY COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES

BOARD MINUTES

Regular Meeting

March 7, 2012

4:00 p.m.

The Board of Trustees of the San Luis Obispo County Community College District met in Regular Session in Lucia Mar Unified School District All-Purpose Room - Room 602G, Orchard Street, Lucia Mar Unified School District, Arroyo Grande, California, members and the public having been noticed as prescribed by law.

1. Call to Order Meeting convened at 2:31 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	
	Per Mathiesen	X	
	Charlotte Alexander	X	

3. Approval of Agenda **Motion to approve:** Galvan — **Passed** by majority vote of the Board and unanimously by those members present to approve the agenda, as amended.

Dr. Stork requested information items N.13 and N.14 be moved to the beginning of the business agenda.

4. Public Comment Allison Merzon, CCFT President, requested no action be taken on closed session item D.3, citing the tenure denial for this faculty member is in conflict with the recommendation of the faculty member's Division Tenure Committee recommendations, and has not received in writing, the reasons for denial of tenure. He has the right to arbitrate this issue on his own, i.e., whether or not someone would have reasonably been granted tenure given the circumstances of his evaluations.

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 4:12 p.m. Student Trustee Kayli Mazingo was present.

7. 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

Pamela Ralston, Dean

Deborah Wulff, Dean

John Cascamo, 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

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

- The Board postponed the review of public employee performance evaluation, as presented.
- The Board unanimously approved all appointments and reappointments, resignations, and retirements.
- The Board unanimously approved a resolution of non-election of a probationary employee.
- The Board provided direction to the Administration regarding employee negotiations.
- The Board discussed with legal counsel issues regarding trustee elections.

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, to approve the following public employee appointments, as presented.

Appointments Government Code Section 54957(b)(1)

- a. Short Term Temporary
- b. Admissions/Records Clerk I
- c. Student Center Assistant/Receptionist
- d. Job Developer
- e. Temporary Faculty and Overload Assignments

Public Employment

Motion to approve as presented: Alexander — **Passed** by majority vote of the board and unanimously by those members present, to approve the public employee appointment changes, resignations, and retirements, as presented.

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

- a. Instructor Fine Arts, Unpaid leave of absence

Resignation Government Code Section 54957(b)(1)

- a. Instructional Aide II-WED & CP

Retirement Government Code Section 54957(b)(1)

- a. Groundskeeper

Public Employee Discipline/Dismissal/Release Government Code 54957(b)(1) #FF0025-00

Motion to approve as presented: Alexander — **Passed** by majority vote of the board and unanimously by those members present, to approve the non-reelection of faculty as presented.

**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:

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

One case – Elections.

The Board discussed trustee areas, and election systems with legal counsel.

9. REPORTS FROM EMPLOYEE ORGANIZATIONS

CCFT

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

- She participated in the March in March in Sacramento and attended a conference that focused on self-empowerment and advocacy.
- She commented on the status of the State of California's economy and its declining world standing.
- She commented on the state tax initiatives.
- She expressed the frustration of the faculty membership with regard to Cuesta's "show cause" sanction, and commented on the Op/Ed letter to the local newspaper and the letter sent to the Board, which was drafted by the membership.
- She presented a resolution of disapproval to the Board regarding its performance and that of the Administration. (Attachment A)
- She commented on the layoff resolution being considered by the Board and stated the potential layoffs undermined the basic tenants of the College's mission.

CCCUE

No Report

Management Senate

Mark Stengel, Management Senate President, presented the following to the Board:

- The Management Senate would be addressing budget reductions

and a possible work furlough tomorrow at their monthly meeting.

Academic Senate

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

- The Senate passed a proposal wherein the District was asked to support 60 percent reassigned time for SLOA Coordinators.
- The Senate provided feedback on Institutional Learning Outcomes, passed a proposal for a moratorium on all new distance education courses, and requested the reinstatement of “early alert” for students regarding academic progress. Dr. Bontenbal requested the college postpone the launch of its new web site until after January when action on the follow up reports has been completed.
- He stated it was an unfortunate time in Cuesta College’s history; faculty and students are concerned and upset with the “show cause” sanction - The Board of Trustees’ lack of involvement and staying informed on accreditation, which is one of the Standards for accreditation (4.1.b.i). Responsibility of the Administration is also clearly addressed. The Board is responsible for oversight. He, previous Senate Presidents, and others have repeatedly raised questions at Board meetings over the past 5 years as to what was being done about accreditation.
- Much has been done, but none of that information is presented in the board packet. The Academic Senate and the faculty want to see evidence that the Board is enacting their responsibilities, taking ownership of the situation, and honestly addressing the issues that have resulted in sanction.

10. REPORTS FROM BOARD MEMBERS

Trustee Mitchell

No Report

Trustee Mullen

Absent

Trustee Galvan

Trustee Galvan reported the following:

- She attended the student/staff round table, the guitar concert at the CPAC on Saturday, and a fundraiser for the arts council in Paso Robles.

Trustee Mathiesen

No Report

Trustee Alexander

Trustee Alexander reported the following:

- She attended a book of the year event.

Student Trustee Mozingo

Trustee Mozingo reported the following:

- The ASCC remains very busy.
- The first club day to be held on North County Campus took place on February 15.
- The students held the annual student/staff round table, where a lot of great dialogue occurred.
- Body members attended several forums last month which included discussions about the San Luis Obispo city parking ordinances and the College budget. Next Friday four students and the Advisor are traveling to Washington DC for the American Student Association of

Community Colleges. Meetings have been, or are being scheduled with the House Committee on Education and Workforce, Senator Feinstein, Congresswoman Capps, Senator Boxer and Congressman McCarthy.

- The group is conducting elections and has been active regarding accreditation issues.

11. Report from Supt/Pres

Dr. Stork presented the following in addition to his written report:

- He and Shannon Hill, Executive Director, Advancement/Foundation met with the Foundation Executive Committee, and an annual Board designated gift of \$50,000.00, which had most recently been used for project renovations, has been designated for marketing and communications; to be used for promotion of the summer campaign and communications regarding accreditation. Barnett, Cox & Associates are assisting.
- Recommendation 6 addresses technology; the development of a plan and identification of resources. The college has been working at acquiring resources. Departments and staff receive funding from grants and this year, the Foundation increased its target to \$250,000.00. A large portion of that will go towards technology. The Foundation has earmarked 50 percent of the annual fund campaign, up to \$100,000.00 to fund institutional technological priorities.
- 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

Mark Stengel, Director of Library and Learning Resources, presented copies of the book of the year to the Board.

14. Reports

Cuesta College 2011 Institutional Effectiveness Outcomes (IEOs) Report

A presentation of the 2011 Institutional Effectiveness Outcomes Report that indicates changes year over year on the measures adopted by the college in 2011 as the IEOs. Ryan Cartnal, Director, Institutional Research delivered a presentation and summary of the data. (Attachment B). He said the primary challenge for the College was basic skills and progression, and the primary strength was vocational program success and job placement.

**BUSINESS AGENDA
ACTION / DISCUSSION ITEMS**

1. N.13 College Planning and Budget Development

Information only.

Toni Sommer, Vice President of Administrative Services, provided an update on college budget development.

She and Dr. Stork participated in a student budget forum yesterday. She presented a summary of what has occurred over the past year. With the beginning of the current fiscal year, the District had realized a \$2.6 million cut.

In February, the State reported a shortfall due to the delay in the increase in enrollment fees and property tax of over \$135 million. That equates to an addition \$1 million reduction to this year's budget. Currently the District is facing a reduction in funding of

\$4,549,652.00. Contingency funds are quickly eroding.

If the November tax initiatives do not pass the District is facing an additional reduction of approximately \$2.2 million. This means fewer services for students and less course offerings.

Yesterday, the Planning and Budget Committee agreed that Dr. Stork would reveal a broad view of the Budget Reduction Plan. On March 20, he will provide the specifics to the Committee for endorsement with the intent to bring the Budget Reduction Plan to the Board on April 4, 2012.

Dr. Stork said operational and any discretionary dollars have been expended. With over 80 percent of the budget in salaries and benefits, all there is left is people.

2. N.14 Accreditation and Master Planning

Information Only.

Deb Wulff, Dean of Academic Affairs and Accreditation Liaison Officer provided the following information to the Board:

- Responding to Dr. Bontenbal's comment that there was no information in the Board packet with regard to the accreditation update, Ms. Wulff said she took full responsibility for that and had not thought to include any of the items she was going to discuss.
- She commented on the tremendous amount of work that had been by faculty and staff.
- She reviewed the work that had been done on the new accreditation web page and summarized its development and content.
- She reported the visits of John Nixon, former Community College President and former ACCJC commissioner, and Dr. Eva Conrad, consultant from the College Brain Trust.
- She reported the focus of Dr. Conrad's visit and the focus that has been on the Integrated Planning Manual. The manual provides for accountability and positions of authority, and defines processes and assessment plans.
- On Monday, March 12 an Educational Master Plan workshop will be conducted to develop the addendum to the plan. On March 21, that information will be used to revise the Strategic Plan and reassess institutional objectives.
- She presented the accreditation planning and completion calendar.
- Committees will be aligned to the Standards.

Trustee Mathiesen requested Dr. Conrad attend a Board meeting and brief the Board on what is expected of them as a governing body with regard to accreditation.

Public Comment

Peter Dill, former faculty, said whatever the Board had been doing was inadequate, and asked what they were going to do that would not appear as business as usual.

3. N.1 SLOCCCD Resolution 02-12; Faculty Layoff

Motion to approve as presented: Galvan — **Passed** by the majority of the Board by roll call vote of those members present, to approve SLOCCCD Resolution 02-12; Faculty Layoff, as

presented.

Yes – 5, No – 0, Absent – 1 (Mullen)

Dr. Stork stated this resolution was being presented in order to issue the District's intent to layoff two faculty positions in the DSPS service area. The program has experienced a net loss in funding of over \$600,000.00 over the past few years. The District has used unbudgeted funding from the general fund to meet the Program's costs. Other faculty service areas are available for both faculty members. Approval of the layoff resolution starts the process and intent of the District. Responding to Trustee Mitchell, Dr. Stork stated the program had been approximately \$200,000.00 over budget for the last four years.

Dr. Fontanilla said she had conducted a survey of comparable colleges to see what other student populations were and how the colleges were staffed.

Public Comment

Julie Hoffman, faculty, commented on the pending faculty layoff resolution, questioning how the Board could take action on an item that was part of the proposed Budget Reduction Plan, when they had not had the opportunity to review the plan in its entirety.

Robin Powers, DSPS faculty, said her position was one of the two being considered. She was grateful for the opportunity to stay, but commented on the impact the action could have on students.

Karen Waska, DSPS faculty, said the college had the good fortune of having a premium program and she would like to keep it that way. She cited the College's mission. She summarized the number of contact hours she had last year and expressed her concern with her elimination; asking who was going to handle the workload.

Lisa Curtis, faculty, summarized the work she and others in the department accomplish. She identified the caseload in North and South County. She reported losing two faculty members would leave 35 students behind. A recent program review indicates an increasing population.

Christy Wells commented on the proposed eliminations and said she thought they were discriminatory.

Erin Smith, student, told the story of how DSPS and Robin Powers had impacted her life. She inquired whether the work could still be done with the loss of these positions.

Mark Tomes, faculty, presented a list of signatures of people opposing the cuts. He commented that this action would not change the budget position at all. He offered an alternative plan and asked the Board to consider not taking action.

Brent LaMond, faculty, urged the Board to reject the proposal. He said the cuts are closest to the neediest students.

Stacey Millich, faculty, commented on how many DSPS students she has had in her classroom and how this action may affect

student achievement.

Kevin Bontenbal stated eliminating the positions goes against the intent of the student success task force recommendations; it will limit the College's capability to meet the recommendations and serve students.

Carla Maitlan, Division Assistant commented regarding her opposition to the elimination of these positions.

Allison Merzon stated the College had traded people for parking lots created structures over services.

Jim Angelini, student, voiced his concerns regarding the cuts and said he did not believe the students would be served. He asked if other meetings would take place so students could have their voices heard.

Trustee Alexander stated she wanted to be clear that the District was not eliminating the DSPS program, but rather reducing the scope of it and bringing it in line with other colleges in the system.

Dr. Stork said the positions were being vacated not eliminated. There will be a budget savings in the loss of part time faculty, but with a differential. The two individuals in these positions had additional faculty service areas and were entitled to reassignment. The program cannot be maintained at the level it has been in the past. He stated that with regard to the student success task force recommendations, the state is working on ways to implement them. Unless additional funding is made available, many of those recommendations are not feasible under the current economic environment. Responding to Mark Tomes, Dr. Stork said the Board would not enact the layoffs unless necessary. Other options are still on the table. He is not ruling out different ways to provide services.

4. **N.2 Voting - Candidates for California Community College Trustees (CCCT) Board**

By consensus of those members present, the Board agreed to nominate Manny Ontiveros and Bernard Jones as candidates for the California Community College Trustees Board.
5. **N.3 Quarterly Financial Status Report and Quarterly Budget Transfer Financial Activity Report**

Motion to approve: Alexander — **Passed** by majority vote of the board and unanimously by those members present to approve to accept the quarterly financial status report and approve the quarterly budget transfer financial activity report, as presented.

Chris Green, Director of Financial Services provided an overview of the quarterly report.
6. **N.4 Contract for Services with the College Brain Trust**

Motion to approve: Alexander — **Passed** by majority vote of the board and unanimously by those members present to approve the contract for services with the College Brain Trust, as presented.

Dr. Stork summarized the provisions of the contract and announced Dr. Eva Conrad as the appointed consultant. The funding is sourced by the savings realized through current open

positions.

Public Comment

Jack Sullivan, faculty, commented on the amount of money the District has spent on outside sources and consultants over the past few years, including executive searches and strategic planning, and now accreditation.

7. N.5 Curriculum

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

Kevin Bontenbal presented the curriculum recommendations for Cheri Moore, who was unable to attend the meeting. He noted the distance education courses included in the packet was approved prior to the Senate's decision to enact a moratorium on new distance education courses.

The meeting was recessed at 7:12 p.m.

The meeting reconvened at 7:20 p.m.

**8. N.6 SLOCCCD
Resolution 03-12;
Women's History
Month**

Motion to approve: Galvan — **Passed** by the majority of the Board by roll call vote of those members present, to approve SLOCCCD Resolution 03-12; Women's History Month, as presented.

Yes – 5, No – 0, Absent – 1 (Mullen)

Kayli Mazingo and Julie Murray read the resolution

**9. N.7 SLOCCCD
Resolution 04-12;
Commitment to
Diversity**

Motion to approve: Galvan — **Passed** by the majority of the Board by roll call vote of those members present, to approve SLOCCCD Resolution 04-12; Commitment to Diversity, as presented.

Yes – 5, No – 0, Absent – 1 (Mullen)

Sandee McLaughlin read the resolution. She recognized the work of the College Diversity and Student Equity Committee.

**10. N.8 Proposed
Naming
Opportunities for
the Baseball and
Softball Field
Scoreboards**

Motion to approve: Galvan — **Passed** by majority vote of the board and unanimously by those members present to approve the proposed naming opportunities for the baseball and softball field scoreboards as presented.

Shannon Hill described the process for naming opportunities at Cuesta College and presented the case regarding the proposed acknowledgement of the Deutsche family.

**11. N.9 Board
Professional
Development**

The Board conducted its quarterly assessment of board goals. (Attachment C)

The Board discussed the Board Report Schedule and made recommendations to the Superintendent/President.

**12. N.10 Public
Employee
Appointment**

Motion to approve: Alexander — **Passed** by majority vote of the board and unanimously by those members present to approve the public employee appointments, as presented.

Public Comment

Peter Dill requested that in the future, provide an indication of whether the appointment falls on faculty or classified side of the 50 percent law.

13. N.11 New Job Description

Motion to approve: Mozingo — **Passed** by majority vote of the board and unanimously by those members present to approve the new job description for Camp San Luis Obispo Dining Facility Supervisor, as presented.

Bill Benjamin, Executive Director of Human Resources described the purpose and conditions of this position in conjunction with the National Guard at Camp San Luis Obispo.

14. N.12 Agenda

A preliminary list of proposed agenda items for the April 4, 2012 Regular Board meeting was presented for review. The Board agreed through consensus to the following:

- Trustee Mozingo will report on her trip to Washington, DC.
- Trustee Alexander requested the items on accreditation and planning be permanently placed at the beginning of the agenda.
- Trustee Mitchell will be absent.

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, as presented: Galvan — **Passed** by majority vote of the board and unanimously by those members present, to approve the consent agenda as presented.

2. Board Minutes

Approve the draft minutes of the SLOCCCD February 2, 2012, regular Board meeting, as presented.

3. Approval of Warrant Listings

Check Date	Amount
01/25/12	\$ 3,208,095.15
01/30/12	\$ 485,332.22
02/01/12	\$ 121,329.50
02/06/12	\$ 827,759.05
02/08/12	\$ 101,204.55
02/13/12	\$ 157,952.95
02/15/12	\$ 282,846.48
02/22/12	\$ 296,755.21
02/27/12	\$ 228,036.50
02/29/12	\$ 545,455.23
Total	<u>\$ 6,254,766.84</u>

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

Academic/Classified	\$ 125,762.84	216
Academic/Classified	\$ 3,469,681.26	848
	\$ 3,595,444.10	1064

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

Q. DISCUSSION

1. What went well and; Does the Board self-evaluation process, as defined and described in its policies, promote an effective review?
 - Trustee Mozingo – Appreciated the public comment and the civility in which everyone conducted themselves. She thought the meeting dragged on a little and got off point. She was not sure regarding the second question. She said the board goals are not effective as they are currently written and are not task oriented.
 - Trustee Alexander – She said the process was going well. She suggested improving resolutions and having a concrete example of how they are implemented. With regard to accreditation, she wants to know about specific activities, events, and actions being taken to meet the needs of the College and not just hear about evidence. She said she was not clear on how to respond to the second question.
 - Trustee Galvan – The meeting went well; she responded yes to the second question.
 - Trustee Mathiesen – Said the meeting was civil despite the heavy issues being addressed.
 - Trustee Mitchell – Said the integrated planning process would improve goal development.
 - Dr. Stork – Agreed with Trustee Mozingo’s assessment. Board meetings are business meetings. He appreciates the respect the public is afforded. Their message is delivered with passion, emotion, and true feelings, but there is no grandstanding or knife throwing. The Board Development Plan came about through proper assessment of Board performance and activity.

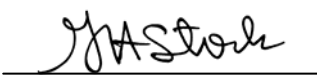
ADJOURNMENT

Adjournment The meeting was adjourned at 8:43 p.m. Unless otherwise announced, the next meeting of the Board of Trustees will be held on Wednesday, April 4, 2012 at 2:30 p.m., 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