



SAN LUIS OBISPO COUNTY COMMUNITY COLLEGE DISTRICT

## BOARD OF TRUSTEES

### BOARD MINUTES

Regular Meeting

April 6, 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 2:07 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	<input checked="" type="checkbox"/>	<input type="checkbox"/>
  
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 2:08 p.m.
  
5. **Reconvene in Open Session**      The Board reconvened in regular open session at 4:08 p.m.
  
6. **Pledge**      Trustee Mitchell

#### ADMINISTRATION PRESENT

Gil Stork, Superintendent/President  
 Toni Sommer, Asst Supt/VP Administrative Services  
 Cathleen Greiner, Asst Supt/VP Academic Affairs  
 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 rejected a level 4 student appeal.

**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. Physical Sciences Laboratory Technician, Physical Sciences
- c. Clerical Assistant II, Health Center
- d. Custodian I, Maintenance, Operations & Grounds
- e. Supervisor, Nursing and Allied Health Student Success Specialist, Nursing and Allied Health
- f. Clerical Assistant II, Workforce Economic Development and Community Programs
- g. Clerical Assistant I, Health Center
- h. Division Chair, Nursing and Allied Health
- i. Clerical Assistant II, Workforce Economic Development and Community Programs
- j. North County Campus Coordinator, Business Education
- k. Custodian I, Maintenance, Operations & Grounds

**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. Administrative Assistant-Vice President of Academic Affairs
- b. Division/Department Assistant-ESL
- c. Caseworker-WED & CP

**Retirement**

- a. Art Gallery Director, Fine Arts
- b. Temporary Faculty, Fine Arts
- c. Full-Time Tenured Faculty, Counseling
- d. Temporary Faculty, Human Development
- e. Temporary Faculty, Academic Support/DSPS
- f. Director of Academic Support/DSPS

**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 - Executive Recruitment -  
Superintendent/President; Executive Director, Human Resources  
and Labor Relations; Executive Director, Advancement/Foundation

**LITIGATION**

**LITIGATION; ANTICIPATED LITIGATION PURSUANT TO GOVERNMENT CODE  
SECTION 54956.9(B)(1) AND (3)(C): ONE CASE**

Claim rejected.

**8. REPORTS FROM EMPLOYEE ORGANIZATIONS**

**Academic  
Senate**

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

Senate Report - Board of Trustees meeting

Apr. 9, 2011

Status Report:

1. Course Caps Policy: The Academic Senate approved a Course Caps Policy and will be sharing this policy with the administration as soon as the Senate minutes for the meeting are approved this Friday.

Accreditation: These are our main accreditation concerns:

1. Lack of Action Plan/Timeline: Dr. Stork shared a draft of an Action Plan/Timeline with Senate leadership at the Mar. 25th Summit meeting and stated that he would send it out to the College. As of Wed. Apr. 6th. the faculty and staff of Cuesta College have not yet received communication of a plan for the completion of the work necessary to satisfy ACCJC recommendations. With only six weeks left in the Spring 2011 semester, the faculty are gravely concerned that we will be able to complete the work necessary by October 2011.
2. Lack of Communication of accreditation work: Faculty are concerned that there have been no updates of the progress on accreditation work communicated to the College since early February.
3. Lack of Example(s) of Integrated Planning: We still do not have any major example(s) of a fiscal decision that the College can use to demonstrate "implementation and functionality of an integrated evaluation, planning, and resource allocation cycle." In order to

satisfy ACCJC recommendations, we need to provide examples of funding decisions integrated with recent College-wide planning beyond what we reported in the 2010 Follow-Up.

4. Incomplete Integrated Planning Model: We are currently in the process of determining the steps of the Integrated Planning Model. We have not yet created "a functional, integrated planning system unified by a common set of assumptions and well-defined procedures." This is a work in progress and has not been completed.
5. Senate Planning to Complete Reviews of Documents: We are currently in the process of determining what the Senate Council will prioritize for the last two Senate Council meetings this semester and are concerned with the amount of work that will be asked of the Senate Council early next semester.

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

- She thanked the Board for supporting the Administration's decision regarding South County.
- Negotiations are completed, and the draft of the new contract is under review.

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

- They are monitoring the process for budget reductions.
- He welcomed the new Executive Director of Human Resources and Labor Relations, Bill Benjamin.

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

- The group voiced support for Dr. Stork's proposed plan regarding budget reductions.
- He voiced concern regarding the equitable distribution of reductions regarding pay, and that each group should have 100 percent participation regardless of other impacts in programs or structure.

**9. REPORTS FROM BOARD MEMBERS**

**Trustee Mitchell** No report.

**Trustee Mullen** No report.

**Trustee Galvan** Trustee Galvan reported the following:

- She attended the memorial service for Gene Ernst.
- She attended the fund raising event at Castoro Cellars supporting the Children's Resource Center.

**Trustee Mathiesen** No report.

**Trustee Alexander** No Report.

**Student  
Trustee  
Cheney**

Trustee Cheney reported the following:

- She announced the results of the ASCC executive elections.
- Last weekend the leadership attended the Student Senate for California Community College General Assembly.
- The students are coordinating a faculty/staff appreciation luncheon.
- Trustee Cheney encouraged advocacy in supporting "Hands Across America" benefiting California Community Colleges.
- Trustee Cheney asked the Board and Administration to use extreme caution when making decisions regarding the budget, because the students need access to every resource available.

**10. Report from  
Supt/Pres**

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

- Introductions were made regarding the new Director of Police and College Safety, Joe Arteaga, and Executive Director of Human Resources and Labor Relations, Bill Benjamin.
- Dr. Stork summarized the recent business partners' luncheon that focused on local law and emergency services.
- An invitation to commencement was extended to the Board. Trustee Cheney will be the student speaker.

VP reports

- Toni Sommer reported that a check had been received in the amount of \$239,000.00 to cover the damage to the sewer line in December 2010. The only cost to the District was the deductible, approximately \$10,550.00 and one small bill that was not included in the claim.
- Dr. Greiner reviewed recent events surrounding the book of the year, and the success of the program. The author visited Cuesta College today.
- 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.

- Dr. Stork reported receiving correspondence from SunPower, a solar company seeking licensure on the Corizo Plain. He summarized the intent of their proposal, including a sustainability resource center in North County, and how it would possibly fit into the Educational Master Plan.

**12. General Hearing of Public Comment**

None

**13. Reports**

**College Planning and Budget Development**

Toni Sommer presented the following to the Board regarding State budget issues, budget reductions to community colleges, and the impact on the District:

- She read an article from the "Cuestionian" dated September 2, 1983, related to fee increases and budget cuts.
- She reported invasive course cuts from the state.
- The summary of Ms. Sommer's presentation is included in the minutes (Attachment B).
- She reported that with the Legislature's impasse regard the June referendum, budget planning (option 1) was no longer a viable plan.

- Ms. Sommer reviewed all three budget planning options.
- District priorities were presented to a joint meeting of the College Counsel and Planning and Budget. The groups discussed the budget reduction process, which included the four major clusters, President's, Administrative Services, Academic Affairs, and Student Services, reporting back to the combined committee.
- Ms. Sommer summarized the next steps to be taken.

<b>BUSINESS AGENDA</b> <b>ACTION / DISCUSSION ITEMS</b>
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|---|--|
| <p><b>1. Curriculum Recommendations</b></p>   | <p><b>Motion to approve:</b> Mitchell — <b>Passed</b> by unanimous vote of those members present, to approve the curriculum recommendations, as presented.</p> <p>Kevin Bontenbal presented the following to the Board:</p> <ul style="list-style-type: none"> <li>• This curriculum packet contains the first two associate degrees for transfer.</li> <li>• He recognized the faculty involved in putting the degrees together.</li> <li>• Dr. Bontenbal reported that Curriculnet® was not fully operational/online; as they had not finalized the authentication piece of the program.</li> <li>• Dr. Bontenbal said he would be attending the statewide senate plenary next week, during which discussion is planned regarding curriculum and repeatability, particularly in the areas of performing arts and athletics.</li> </ul> |
| <p><b>2. SLOCCCD Resolution 05-11, Authorizing and Approving the Borrowing of Funds for Fiscal Year 2011-2012; the Issuance and Sale of a 2011-2012 Tax and Revenue Anticipation Note</b></p> | <p><b>Motion to approve:</b> Galvan — <b>Passed</b> by unanimous roll call vote of those members present, to approve SLOCCCD Resolution 05-11, as presented.</p> <p>6-yes, 0-no</p> <p>Toni Sommer presented the following to the Board:</p> <ul style="list-style-type: none"> <li>• This resolution allows the District to participate in the 2011-2012 program.</li> <li>• This is the third time going out for authorization and it is for a larger amount, which will cover the normal requirement for two TRAN.</li> <li>• Responding to Trustee Mitchell, Chris Green said the interest rate for this TRAN would probably be less than one percent.</li> </ul>  |
| <p><b>3. Proposed Naming Opportunities for the Cultural and Performing Arts Center</b></p>  | <p><b>Motion to approve:</b> Alexander — <b>Passed</b> by unanimous vote of those members present, to approve the proposed naming opportunities for the Cultural and Performing Arts Center, as presented.</p>   |
| <p><b>4. SLOCCCD Resolution 06-11, Classified School Employee Week</b></p>  | <p>Motion to Approve: Mathiesen — Passed by unanimous roll call vote of those members present to approve SLOCCCD Resolution 06-11, as amended.</p> <p>6-yes, 0-no</p>  |

Public Comment

- Karen Reyes, Classified employee, noted this is during the same week some employees would be receiving layoff/reduction notices. She stated it would be inappropriate.
- John Fetcho noted the bargaining unit was not affiliated with CSEA as contained in the summary.
- Dr. Stork acknowledged Ms. Reyes' comments with regard to timing, and also the large employee force; that, regardless of what is required during an economic downturn, the college would be remiss in not recognizing the services provided through the classified service. He said he would recommend the same thing if it were related to faculty, even though the schedule will probably be reduced. Dr. Stork stated it did not mean the employees were not valued, and it was more important than ever to let them know how much. Future actions regarding personnel do not reflect any devaluation of any employee. It reflects difficult actions to be taken to address a difficult problem. Dr. Stork read the resolution and asked the Board to endorse the same.
- Trustee Mitchell noted the dates could not be changed because it was a state senate mandate.
- Trustee Mullen proposed amending the resolution to read;  
RECOGNIZING that Cuesta College is a premier community college providing accessible, high quality education that focuses on student success, and community vitality; and WHEREAS, the classified employees of the San Luis Obispo County Community College District perform services which are vital to the educational process; and WHEREAS, classified employees serve the students, staff, parents and citizens of the District by providing essential services to the educational system; and WHEREAS, classified employees support and enhance the educational process by assisting instructors, maintaining building and grounds, and performing all technical business, clerical and secretarial functions; and WHEREAS, in the absence of these services the quality of our educational process would be greatly diminished, THEREFORE, be it resolved that the Board of Trustees and the Superintendent/President of the San Luis Obispo County Community College District/Cuesta College acknowledge, with confident appreciation and commendation, the classified school employees of the San Luis Obispo County Community College District.  
San Luis Obispo County Community College District  
Resolution 06-11; adopted April 6, 2011.
- Trustee Mathiesen motioned to approve, as amended.

**5. Voting - Candidates for California Community College Trustees (CCCT) Board**

**Motion:** Mathiesen – **Passed** by general consent to vote for individuals to the CCCT Board, as provided.

The SLOCCCD Board of Trustees voted for the following individuals for election to the CCCT Board:

Nancy Chadwick, Palomar CCD  
Michael Davenport, Gavilan CCD  
Pauline Larwood, Kern CCD

**6. Proposed Superintendent/President Recruitment Plan**

Laura Benson briefed the Board on the proposed process.

- Trustee Mitchell recommended adding language on the front page so candidates understand the Board may reject any or all candidates.
- Trustee Mullen recommended an additional sentence indicating the the board has the opportunity to reject all candidates.
- Trustee Alexander asked that the students and administrative/executive staff be included on the committee.
- Ms. Benson said the leaders of each group would be asked to serve, and have two from administration as one is the Executive Director of Human Resources.
- Trustee Cheney asked that the student representative be either the ASCC President or his/her designee.

**7. Board Professional Development; Review of Standard II (Accreditation)**

**No Action**

Dr. Greiner presented the review of Accreditation Standard II to the Board.

- Trustee Alexander noted that the Standard references cuts and when they will be made with regard to services and programs farthest from students. She queried as to how that could be measured, based on the integral requirements of programs and what is expected of the college. Cuts have to be made, but everything is related to students.
- Dr. Stork stated the accreditation standards are benchmarks. The college has the responsibility to provide evidence and proof of work on accommodating and meeting those standards. Dialogue with the Board is imperative to clear communication with the community.

The meeting recessed at 6:10 p.m.

The meeting reconvened at 6:18 p.m.

**8. Auditing Services for San Luis Obispo County Community College District**

**Motion to approve:** Alexander — **Passed** by unanimous vote of those members present, to approve Vavrinek, Trine, Day & Co. LLP to provide auditing services to the District.



**9. Change Orders for the North County Campus Learning Resource Center**

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

**10. Proposal for Architectural Services for NCC Trades and Technology Center**

**Motion to approve:** Galvan — **Passed** by unanimous vote of those members present, to approve the proposal for architectural services for NCC Trades and Technology Center, as presented.

- Toni Sommer reported the District had taken several steps over the past nine months to meet the requests made by the Chancellor's office regarding the Trades and Technology Center project in North County. There is a continued interest to fund this building.
- Ms. Sommer stated the District received a letter dated March 15, 2011, indicating the project had been approved by the Department of Finance to go out for bid again. Front work needs to be done, and this item is part of that work involved in the bidding process.
- Responding to Trustee Mitchell, Terry Reece said the difference in the two options was; (1) relies on the construction manager to carry the balance of the bidding procedure through, (2) the architect has primary responsibility and has more knowledge of the project, and can effect due diligence. He said Administrative Services had oversight of the construction manager in the past. It would be far more efficient to have the architect do it.
- Toni Sommer said the Chancellor's office indicated that this project could move forward, and if bids came in higher than allowed for the project, the District could submit a request to have funds possibly reallocated to meet higher bids. This is part of the process to move forward. The District will not move forward unless the project is funded 100 percent. She said many local entities have come together to facilitate this project.
- Terry Reece explained the point process and how projects get funded from the state. This project was funded by a statewide bond in 2002. The qualifying scores for current projects are running 170 and above. The trades and tech project is only 22, and it would never survive the qualification process for another decade.

**Public Comment**

- Steve Leone expressed concern, and suggested waiting on moving forward until college has made its budget reduction decisions. He urged caution in moving forward.
- Terry Reece said no changes would be allowed to the project.
- Discussion took place regarding the last bid process and how those amounts might compare to current bids.

**11. Memoranda of Understanding with Allan Hancock Community College**      **Motion to approve:** Cheney — **Passed** by unanimous vote of those members present, to approve the memoranda of understanding, as presented.

Dr. Greiner summarized the recommended memoranda of understanding with Allan Hancock College. Responding to Trustee Alexander, she said it was a continuation of programs currently in place and contained no changes.

**12. Public Employee Appointments**      **Motion to Approve:** Mathiesen — **Passed** by unanimous vote of those members present to approve the salary/wage for unrepresented employees, as presented.

**13. Agenda**      A preliminary list of proposed agenda items for the May 4, 2011 Regular Board meeting was presented for review. The Board agreed through consensus to the following:

- Move the May 4 regular meeting to May 11
- Move the June 1 regular meeting to June 8.

**Motion to Approve:** Mathiesen — **Passed** by unanimous vote of those members present to move the May 4 and June 1 meetings to May 11 and June 8 respectively.

- The joint meeting with Allan Hancock College will take place on May 4, at 6:30 p.m. at Allan Hancock College.
- Add - Budget reductions.
- Add - Sabbatical report – George Stone.
- Add - Emeritus Recommendations.

<p><b>BUSINESS AGENDA INFORMATION ITEMS</b></p>
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**14. Accreditation**      Dr. Greiner presented an update to the Board regarding the process and timeline for the accreditation follow-up and mid-term reports.

- A handout was given to the Board. Some copies of the supporting documents were not available. This is noted as an administrative error.
- Trustee Alexander queried as to when the College would have the next opportunity to be removed from probation. Dr. Stork said the follow-up report was due in October, and would be followed by a site-visit. The commission will meet in January 2012 to review the reports and make its decision.

Public Comment

- Steve Leone expressed concern regarding the items that had been listed as completed, and that the college, as a whole, had not received the information.
- Dr. Stork discussed future reports and how things will develop over the coming months.

**15. Strategic Plan**

Dr. Stork presented the following to the Board:

- The packet contains progress reports regarding action step for the Strategic Plan
- He reviewed the reports and explained how they would be used to track the progress of Strategic Directions.
- He recommended postponing any action regarding the review of the governance structure until all other issues had been cleared.
- He will charge facilitators to not list any progress on reports if it has not been started.

**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 unanimous vote of those members present to approve the consent agenda, as presented.

**2. Approval of Minutes**      Approve the draft minutes of the SLOCCCD March 9, 2011, regular Board meeting.

<b>3. Approval of Warrant Listings</b>	03/02/11	\$	115,820.18
	03/07/11	\$	363,367.21
	03/09/11	\$	470,677.72
	03/14/11	\$	260,394.83
	03/16/11	\$	59,128.91
	03/21/11	\$	484,009.82
	03/23/11	\$	40,080.23
	03/30/11	\$	2,114,379.85
	<b>Total</b>	<b>\$</b>	<b><u>3,907,858.75</u></b>

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

<b>Academic/Classified</b>	\$ 159,428.19	239
<b>Academic/Classified</b>	\$ 3,549,761.86	856
	\$ 3,709,190.05	1095

**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.

<b>Q.</b>	<b>DISCUSSION</b>
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1. What went well and; How does the Board accommodate the differences of opinion that arise during debates of issues – excellent/fair/poor?
  - Trustee Cheney – Items were pointed out correctly and acted on appropriately. Everyone did an excellent job in accommodating difference of opinion.
  - Trustee Alexander – The Board does an excellent job handling differences of opinion; pleasant and respectful. She encouraged everyone to use the microphone to ensure the information gets properly recorded.
  - Trustee Galvan - The meeting went well. The Board does a good job accommodating different opinions.
  - Trustee Mathiesen – It is sometimes difficult to understand speakers at the podium because they turn their heads away from the microphone. He suggested orienting the podium so it faces the Board members.
  - Trustee Mitchell - The meeting went really well. She appreciates the strategic planning updates, but struggles with how it will all get accomplished.
  - Trustee Mullen – He noted the Athletic Booster Event he omitted from his report. It took place on campus and the college showed well. The Board is a civil group and tends to not split votes, but he encourages everyone to be open with their opinions.
  - Dr. Stork commended the Board in its management of the agenda and the meeting environment. Individuals feel they can come to the meeting and express their position regardless of his, or the Board’s opinion. They feel respected by the board. The college needs to hear the perspectives of different opinions. The Board navigates within the boundaries of difference. The manner of intent and delivery is important. Improvement can be made by continuing to encourage dialogue and providing full documentation and doing a better job informing the college.
  - Trustee Mullen thanked Laura Benson for her dedication and expertise during her appointment as Interim Executive Director of Human Resources.

<b>ADJOURNMENT</b>
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**Adjournment** The meeting was adjourned at 7:40 p.m. Unless otherwise announced, the next meeting of the Board of Trustees will be held on Wednesday, May 11, 2010, at 2:00 p.m., in The Associated Students Auditorium, room 5401, San Luis Obispo Campus, San Luis Obispo, California.




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