



SAN LUIS OBISPO COUNTY COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES

BOARD MINUTES

Regular Meeting
May 1, 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 2:42 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 | Arrived at 3:00 p.m. |
| | Gaye Galvan | | X |
| | Charlotte Alexander | X | |
| | Barbara George | X | |

3. Approval of Agenda **Motion to approve as amended:** Alexander — **Passed** by majority vote of the Board and unanimously by those members present (3-yes, 2-absent; Galvan, Mitchell) to approve the agenda, with the exception of items N.10 (MOU with College of the Sequoias), and N.11,12, and 13 (Revised Job Descriptions).

Dr. Stork requested item N.11(MOU with College of the Sequoias)

Trustee Alexander requested items N.11, N12 and N.13 (Revised Job Descriptions) to the consent agenda.

Trustee Knowles was present for closed session.

4. Public Comment Ilene French, CCCUE President, made comments in protest of closed session item D.3.a appointment change; Bookstore to Purchasing Technician II, Fiscal Services. She stated the union had filed a grievance, claiming the District had not followed the bargaining agreement and process to hire from the 39-month rehire list. She requested the Board delay taking action on this appointment change until the issue was resolved.

Dee Powers, student, requested the Board approve her appeal to be reinstated to the Psychiatric Technician Program.

5. Recess to Closed The Board recessed to Closed Session at 2:53 p.m.

Session

6. Reconvene in Open Session The Board reconvened in open session at 4:18 p.m.

7. Pledge Trustee Knowles

ADMINISTRATION PRESENT

| | |
|--|---|
| Superintendent/President | Dean, Humanities, Fine and Performing Arts, and Social Science |
| Asst Supt/VP Administrative Services | Dean, Workforce and Economic Development |
| Interim Asst Supt/VP Student Services | Interim Dean, Math, Sciences, Nursing/Allied Health, and Kinesiology/Athletics/Health Science |
| Interim Asst Supt/VP Academic Affairs | Exec Dir, Human Resources |
| Interim Exec Dean, North County Campus and South County Center | Exec Dir, Inst Adv / Foundation |

VISITORS SIGN-IN (Attachment A)

8. ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION Government Code Section 54957.7

Trustee Mullen announced the following actions taken in closed session.

- Trustee Galvan is still recovering from a fractured leg.
- The Board unanimously approved all appointments, appointment changes, resignations, and retirements, as presented.
- The Board provided direction to the Administration regarding employee negotiations.
- The Board denied the appeal of a student grievance.
- No further action was taken by the Board in closed session.

Trustee Mullen noted that the Board had approved, prior to closed session, the removal of regular agenda item N.11 from consideration on the agenda, and moved N.11, N.12, and N.13 (Revised Job Descriptions) to the consent agenda.

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

Public Employee Appointment **Motion to approve as presented:** Alexander — **Passed** by majority vote of the board and unanimously by those members present (4/0), to approve the following public employee appointments, as presented.

Appointments Government Code Section 54957(b)(1)
a. Short Term Temporary
b. Athletic Trainer II

Public Employment **Motion to approve as presented:** Mitchell — **Passed** by majority vote of the board and unanimously by those members present (4/0), to approve the following appointment changes, resignations, and retirements, as presented.

Appointment Change Government Code Section 54957(b)(1)
a. Purchasing Technician II – Bookstore to Purchasing Technician II, Fiscal Services

Resignation Government Code Section 54957(b)(1)
a. Instructional Full Time Instructor, Political Science
b. Financial Aid Technician, Financial Aid

Retirement Government Code Section 54957(b)(1)

- a. Financial Aid Technician, Financial Aid
- b. Library Technician III, Learning Resources

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 Counsel, Litigation, Significant Exposure to Litigation Pursuant to Government Code 54596.9(b)(1); One Case, Student Grievance

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

9. General Hearing of Public Comment

None

10. REPORTS FROM EMPLOYEE ORGANIZATIONS

CCFT

Allison Merzon, Union President reported the following to the Board:

- She stated this would be her last report to the Board as union president and that she was honored to have served the faculty in such a capacity.
- She commented on the challenges of past few years and thanked the Board for hearing things out and respecting all involved.

Trustee Mullen stated she had served her membership well during her tenure as union president.

CCCUE

Ilene French, Union President, reported the following to the Board:

- Weekly meetings have been taking place, gearing up for negotiations.
- The Classified employee’s annual bbq is on May 30 at the old interact theater.
- She stated the union was in support of the revised job descriptions listed as agenda items N.11, N.12, and N.13; that it had been a long time in coming and the unit would like to see the same consideration in the future regarding classified positions.

Management Senate

No report.

Academic Senate

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

- The Senate approved the new faculty award – the Virginia Sullivan Inspirational Faculty Award. Discussion will take place with the Foundation

and the President's officer regarding the award and presentation.

- The Senate provided recommendations on the college's assessment and planning processes to the Superintendent/President.
- The Senate approved a faculty conference shared learning form similar to the one in place for managers and classified employees.
- A task force has been discussing sabbatical leave, i.e., the application and applicable policies.

11. REPORTS FROM BOARD MEMBERS

Trustee George

Trustee George reported the following.

- She thanked Trustee Knowles for helping initiate her to the Board. She noted with admiration, his service and the way he presents himself, his speech, and his representation of the students.
- She thanked Allison Merzon for her service to the college and the union. She noted that \$11,000.00 in scholarships had been added including donations from the union.
- She commented on how well she thought the 50th anniversary celebration was going and thanked everyone for increasing the community's knowledge regarding Cuesta.
- She thanked Trustee Knowles and the other students who travelled to Washington DC, which resulted in Congresswoman Capps acknowledging Cuesta College's 50th anniversary in the congressional record.
- She stated her appreciation for Marketing and Communications Coordinator, Lauren Milbourne, noting her attentiveness to Cuesta's stories resulting in increased media coverage.

Trustee Alexander

Trustee Alexander reported the following:

- She attended the President's dinner on April 16th.
- She thanked SESLOC for their \$5000.00 donation to Cuesta College during the ground-breaking for a new branch in San Luis Obispo.

Trustee Galvan

Absent

Trustee Mitchell

Trustee Mitchell reported the following to the Board:

- She thanked Allison Merzon for her service to the faculty and the way she handled herself; exhibiting dignity and respect. She noted with appreciation, Ms. Merzon's time and effort, serving the faculty.
- She attended the President's dinner on April 16th.

Trustee Mullen

Trustee Mullen reported the following to the Board:

- He attended the American Association of Community Colleges conference in San Francisco, along with Dr. Stork and Shannon Hill, where Cuesta alum Bill Swanson was nationally recognized as an honored community college alum.
- He attended a welding competition hosted by Allen Hancock College last week where Cuesta College faculty assisted and served as judges.

Trustee Knowles

Trustee Knowles reported the following:

- He thanked Trustee George for her remarks and read the following written statement:
- The ASCC held a family fun day on North County - Thanks to Sabrina and Gaby, and is Currently working on updating bylaws.
- Before the semester ends, ASCC will be holding:
 - Stress free finals

- Nutrition Week
- Meet and greet with ASCC president-elect Charles Scovell
- He Attended SSSCC general assembly April 26-28
- ASCC finalized its budget for the fiscal year of 2013-2014 and continued support of critical programs for students:
 - tutorial funding of over 17k
 - books in the library
 - athletics
 - dsps
- He attended the President's 50th dinner on April 16th and the Honored Alumni Panel discussion on April 17th.
- He Created a survey to be distributed to students about what they know about ASCC, what they would like to see, and general concerns as a student.
- He Attended Career Technical Education event at Cuesta which discussed Perkins monies and dispersal and what the monies fund.
- He attended time capsule ceremony in Cougar Park.
- He will be giving commencement speech on May 24th, and be interviewed by Brad Pomerance about being a student trustee; *Air on Charter: California Edition at a later date.*

At the student trustee conference last August one of the many things I learned about being a student trustee is that the job goes by really quickly. It has not even been a year yet. I am so glad to have been a trustee this year though. I think it may have been one of the most interesting — if not the most interesting — year to be a trustee due to the show cause status of the school. We would be meeting sometimes twice a month to get things approved.

I would first like to let you know how much of pleasure it was to work and collaborate with you at the table and in the audience. I have gotten to know many of you on a personal level.

I am very happy to have served amongst the board and administrators. I have heard certain stories from fellow student trustees around the state about disarray, lack of communication, and polarization at their boards, but that is not the case here. The board works as one in a very cohesive, efficient, and logical manner. The board does not let personal views impede progress, but instead acts on behalf of the greater good of the SLOCCD.

I would like to thank the faculty and staff at the school for their work on the shared governance committees. The board would not be able to implement the policies that we do if it was not for the constant work of the various shared governance committees on campus. I have been fortunate to serve on some committees and gotten to see just how much discussion and friendly debate goes on and how much close examination goes on before something is brought to the board for us to vote on.

I would also like to thank you for your the rights and privileges you allow the student trustee. I learned that many student trustees do not get certain rights that I do. Many student trustees are not allowed an advisory vote and those that are allowed a vote many times do not get recorded in the minutes. At Cuesta College this is not the case. Cuesta is committed to allowing the student voice and student participation at the highest level, even in closed session. I was the first student trustee in recent years to attend closed session, which was very insightful and I hope my successor will follow suit. As a trustee I tried to do my homework on issues and would always take into account

student concerns and vote accordingly.

Serving on the board has truly been such a rare insight into how a college runs and one that few students get to experience. I think serving on the board will be one of the things I miss the most and wish I could continue to serve on the board to see certain things transpire, like further discussion of the possibility of a bond, prop 30 funds, and the hopeful removal of our warning sanction, but I have full confidence in this board. Looking back, I am glad to see all that we did, and I am looking forward to the progress that Cuesta will make for years to come.

Thank you all for this experience.

12. Report from Supt/Pres

Dr. Stork presented the following to the Board:

- He commented on Trustee Knowles' statement; in that what he said and how he said it was the motivation behind implementing the full array of privileges to student trustees. He thanked Trustee Knowles for taking the charge and doing it well.
- During the ground-breaking for the new SESLOC branch in San Luis Obispo, the same student jazz trio that performed at the President's dinner played. Cuesta College also received a \$5000.00 check from SESLOC.
- He noted Dr. Gutierrez' appointment as co-chair of the National Association of Student Personnel Administrators (NASPA) 2014 Western Regional Conference Mid-Level Professionals Institute.
- He noted the schedule for all the upcoming commencement activities.

Shannon Hill presented the Foundation monthly gift report.

13. **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

14. Reports

1. Planning and Accreditation

Sandee McLaughlin, Assistant Superintendent/Vice President, Student Services presented a brief on the strategic plan progress report. She commented on the first-time collaboration between the strategic planning committee and the institutional effectiveness committee to incorporate changes to the report. Each responsible party has written a summary of accomplishments.

Deb Wulff, Assistant Superintendent/Vice President, Academic Affairs, presented a tracking sheet for standards applied to the 2014 self-study. She reported that Greg Baxley and Sally Demarest had presented on student learning outcomes at Pierce College on behalf of Cuesta, as a model institution. She reported on the progress made regarding Administrative Procedure AP 4105, Distance Education. It is an important step in meeting Title 5 and accreditation requirements.

2. Sabbatical Leave

Ron McCarley reported on his sabbatical leave awarded for the Fall 2011 and Fall 2012 semesters. The sabbatical allowed Mr. McCarley the opportunity to recommit himself to his music, while also providing the time for him to restructure the curriculum for Cuesta's Jazz Theory program, write a new text for the Jazz Improvisation courses and to create and perform a new series of compositions for recording. To achieve these goals, Ron McCarley

began his Fall 2011 studies by visiting music theory programs at several Community Colleges, several CSUs including Northridge, Long Beach, Cal Poly and Fresno and even two colleges in Oregon. The result of these observations was a complete reworking of Cuesta's music theory program, which involved writing three new courses and revising 14 others which was critical for compliance with SB1440. In addition to reworking the theory program, much of his observations were based on small group jazz instruction, which has led to a reworking of Cuesta's jazz combo program. It was implemented in Spring of 2013 and seems to be working very well. In renewing his own musical growth, Ron developed a project with some former students of Brazilian choro music and recorded a CD last October ("Choro de Ouro"). He underwent private study with Daniel Delarossa and Cassandra Tarantino in preparation. He also took a distance education course at SBCC for inspiration and to evaluate the medium of on-line courses. With regard to Jazz Improvisation text, there have been many changes and it remains a work in progress. He presented a copy of "Choro de Ouro" to the Board.

3. 50th Anniversary Report

Shannon Hill, Executive Director, Advancement/Foundation provided an update on the activities and events for the 50th anniversary celebration. She noted the tab insert for the local print media with over 53,000 copies in circulation and the new banners on the San Luis Obispo and North County campuses. She reported that nearly 300 guests attended the President's dinner on April 16th. She commended Terry Reece and all the facilities employees for their outstanding support for the event.

4. Cuesta College Foundation Quarterly Report

Shannon Hill presented the report of the Foundation Board/Staff activity to the Board of Trustees for the period January 1, 2013 through March 31, 2013. She noted that she and Trustee Alexander would be working on a new look for the report.

**BUSINESS AGENDA
ACTION / DISCUSSION ITEMS**

- | | |
|--|--|
| <p>1. Curriculum Recommendations</p> | <p>Moved (Mitchell) – 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 (Galvan), 1-advisory).</p> <p>Keven Bontenbal presented the curriculum recommendations on behalf of Cherie Moore.</p> |
| <p>2. SLOCCCD Resolution 09-13, Classified Layoff</p> | <p>Moved (Alexander) – to approve SLOCCCD Resolution 09-13, Classified Layoff. Motion - Passed by majority vote of the board and unanimously by those members present (4-yes, 0-no, 1-absent (Galvan), 1-advisory). SLOCCCD Resolution 09-13 Passed by roll call vote of the board and unanimously by those members present (4-yes, 0-no, 1-absent (Galvan), 1-advisory).</p> <p>The action of this resolution is due to the elimination of the Successful Launch Grant and the anticipated corresponding decrease in revenue to the District.</p> |
| <p>3. San Luis Obispo County Community College District Mission Statement</p> | <p>Moved (Mitchell) – to approve the San Luis Obispo County Community College District Mission Statement as presented. Motion - Passed by majority vote of the board and unanimously by those members present (4-yes, 0-no, 1-absent (Galvan), 1-advisory).</p> <p>Dr. Stork introduced John Cascamo, Dean of Academic Affairs, Workforce and Economic Development, who presented the background and purpose of the review and subsequent revision of the District's mission statement. He thanked the members of the task force, Greg Baxley, Kat Cater, Bill</p> |

Demarest, Karen Reyes, and Roland Finger. He noted the statement had been vetted at every level, which included an open forum.

Trustee George commended the work, research, and the commitment to the process.

Discussion took place regarding the quality of the board cover and the need to continue to provide as much information and background as possible to the Board to assist them in making informed decisions.

Trustee Knowles commended the inclusion of the students in the process.

4. Implementation of the SLOCCCD Facilities Master Plan

Dr. Stork summarized the five main points addressed by the Board at the last meeting regarding this issue:

- The North County needs assessment; forward a request for proposal to 2 consultants with (framework) language they can respond to. Facilities is refining within the next week.
- Funding is projected from pending Redevelopment Agency funding (Paso Robles)
- The Superintendent/President offered delaying any South County needs assessment to next year. A proposal may come later in the fall.
- Researching bond and polling consultants.
- The Assistant Superintendent/Vice President, Administrative Services has been in contact with three consultants. She has met with one, will be meeting tomorrow with the second and is waiting for a call from the third. Topics include cost, lead time, and process.

Terry Reece stated he was waiting on the Board's decision on whether to move forward on the San Luis Obispo campus needs assessment. He indicated the state foundation was prepared to fund once the decision is made.

Toni Sommer reminded the Board that the request for reimbursement of costs associated with a general obligation bond should be accomplished by resolution at the earliest opportunity.

Discussion took place regarding what could be paid from bond funds.

Consensus - by the board providing direction to the Assistant Superintendent/Vice President, Administrative Services to:

- draft and bring to the Board, a resolution allowing for reimbursement of bond costs (July or August).
- move forward with the North County facilities needs assessment pending funding.
- provide the conditions and effective length of the resolution.
- continue to include the implementation of the facilities master plan on Board agendas.

5. SLOCCCD Resolution 07-13, Proposition 30 Education Protection Account 2012-2013

Moved (Mitchell) – to approve SLOCCCD Resolution 07-13, Proposition 30 Education Protection Account 2012-2013. **Motion - Passed** by majority vote of the board and unanimously by those members present (4-yes, 0-no, 1-absent (Galvan), 1-advisory). SLOCCCD Resolution 07-13 **Passed** by roll call vote of the board and unanimously by those members present (4-yes, 0-no, 1-absent (Galvan), 1-advisory).

Toni Sommer, Assistant Superintendent/Vice President, Administrative Services summarized the purpose of the resolution and where the funds had to be applied. The development of the budget assumed the passing of Prop 30 with full workload cap and growth. She emphasized that this was not new funding. It only mitigated the potential \$2.8 million in cuts. She noted that the Planning and Budget Committee had approved to place Prop 30 funding in the budget assumptions to sustain/maintain instructional programs.

6. **SLOCCCD Resolution 08-13, Proposition 30 Education Protection Account 2013-2014** **Moved** (Mitchell) – to approve SLOCCCD Resolution 08-13, Proposition 30 Education Protection Account 2013-2014. **Motion - Passed** by majority vote of the board and unanimously by those members present (4-yes, 0-no, 1-absent (Galvan), 1-advisory). SLOCCCD Resolution 08-13 **Passed** by roll call vote of the board and unanimously by those members present (4-yes, 0-no, 1-absent (Galvan), 1-advisory).
7. **SLOCCCD Resolution 10-13, Recognition of Student Trustee Jordan Knowles** **Moved** (Mitchell) – to approve SLOCCCD Resolution 10-13, Recognition of Student Trustee Jordan Knowles. **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 10-13 **Passed** by roll call vote of the board and unanimously by those members present (4-yes, 0-no, 1-absent (Galvan), 1-abstain (Knowles)).
- Dr. Stork noted the dedication and efforts of Trustee Knowles.
- Sandee McLaughlin read the resolution and complimented Trustee Knowles on his insight.
- Trustee Mullen noted that Trustee Knowles had been an outstanding member of the Board.
- The meeting recessed at 6:08 p.m.
- The meeting reconvened at 6:17 p.m.
8. **Affirmation of the Role of the San Luis Obispo County Community College District Student Board Member** **Moved** (Mitchell) – to re-affirm of the Role of the San Luis Obispo County Community College District Student Board Member. **Motion - Passed** by majority vote of the board and unanimously by those members present (4-yes, 0-no, 1-absent (Galvan), 1-advisory).
- Dr. Stork noted the importance of this action and that it had been coming to the Board since 1995. It provides the student trustee with the maximum opportunities provided for by the EdCode. He requested the Board continue to afford these privileges to the student trustee.
9. **Electronic Transcript Fees** **Moved** (Mitchell) – to approve the increase of electronic transcript fees, as presented. **Motion - Passed** by majority vote of the board and unanimously by those members present. (4-yes, 0-no, 1-absent (Galvan), 1-advisory).
- Kristin Pimentel presented to the Board.
- Trustee Knowles acknowledged that student services had met with the students. They are pleased with the program; it is a great process for students.
- Dr. Stork introduced Charles Scovell, ASCC president-elect.

10. **Memorandum of Understanding with College of the Sequoias** **No action – pulled from consideration.**
11. **Revised Job Description (Confidential)** **Moved** to consent agenda.
12. **Revised Job Description (Confidential)** **Moved** to consent agenda.
13. **Revised Job Description (Supervisor)** **Moved** to consent agenda.
14. **Board Policy Review – BP 1302 (Second Read) – Naming of College and District Buildings, Facilities, and Grounds** **Moved** (Knowles) – to approve Board Policy BP 1302, Naming Opportunities, as presented. **Motion - Passed** by majority vote of the board and unanimously by those members present. (4=yes, 0=no, 1-absent (Galvan), 1-advisory).
15. **Board Policy Review – BP 7985 (Second Read), Service Animals** **Moved** (Alexander) – to approve new Board Policy BP 3440, Service Animals, and rescind BP 7985, Service Animals and all language contained therein, as presented. **Motion - Passed** by majority vote of the board and unanimously by those members present. (4=yes, 0=no, 1-absent (Galvan), 1-advisory).
16. **Budget Development and College Planning** Toni Sommer presented information to the Board regarding a refunding opportunity in relation to the Certificate of Participation loans currently held by the District. (Attachment A) The final year payment on all loans that is required to be held in a debt service reserve fund may be released and applied to the loan over time, as long as the District maintains surety insurance.
- Trustee Mitchell requested the proposal be sent to the Board members for further review.
- Ms. Sommer was charged with conducting the necessary due diligence on the proposal and to bring a resolution to the Board.
17. **Agenda** A preliminary list of proposed agenda items for the June 5, 2013 Regular Board meeting was presented for review.
- The Board agreed through consensus to:
- Schedule a meeting/self-evaluation on June 19, 2013, starting at 4:30 p.m.
 - Move the July 3, 2013 to July 10, 2013.

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** (Alexander) – to approve the consent agenda, as presented, and with the addition of business items N.11, N.12, and N.13. **Motion - Passed** by majority vote of the board and unanimously by those members present (4-yes, 0-no, 1-absent (Galvan), 1-advisory).

2. Board Minutes Draft minutes of the SLOCCCD April 10, 2013, regular Board meeting.

3. Approval of Warrant Listings

| Check Date | Amount |
|--------------|------------------------|
| 04/03/13 | \$ 467,127.50 |
| 04/10/13 | \$ 285,795.00 |
| 04/15/13 | \$ 65,093.30 |
| 04/17/13 | \$ 305,900.86 |
| 04/22/13 | \$ 48,362.69 |
| 04/24/13 | \$ 216,812.64 |
| Total | \$ 1,389,091.99 |

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

| | | |
|----------------------------|-----------------|-----|
| Academic/Classified | \$ 134,064.73 | 226 |
| Academic/Classified | \$ 3,208,461.82 | 766 |
| | \$ 3,342,526.55 | 992 |

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

6. Declaration of Surplus Equipment To declare obsolete equipment as surplus.

7. Revised Job Description (Confidential) N.11 - Moved from regular business agenda.
Revised job description (confidential), Administrative Assistant to the Assistant Superintendent/Vice President.

8. Revised Job Description (Confidential) N.12 - Moved from regular business agenda.
Revised job description (confidential), Executive Assistant to the Superintendent/President and Board of Trustees.

9. Revised Job Description (Supervisor) N.13 - Moved from regular business agenda.
Revised job description (supervisor), Student Success Center Supervisor.

Q. DISCUSSION**Board Evaluation**

1. So meeting agenda items contain sufficient background information and recommendations for the board to make well-informed decisions?

Trustee George – The setup is good. She gave examples that stood out; Matthew Green's presentation on the sustainability center and the one today presenting the District mission statement – clear and easy to understand. She has struggled with others.

Trustee Alexander – Concurred with Trustee George.


Trustee Mitchell – Much better than it used to be, but sometimes information is presented too late for the board to fully digest and evaluate. The more information the better. She suggested closer tracking on the meeting schedule to avoid conflicts.

Discussion took place regarding the scheduling of meetings and the calendar.


ADJOURNMENT

Adjournment The meeting adjourned at 7:02 p.m.

Minutes Prepared By:



Todd Frederick
Executive Assistant to the Board



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