

SLOCCCD Board of Trustees (Wednesday, November 7, 2018)

Generated by Todd Frederick on Thursday, November 8, 2018

Members present

Patrick W Mullen, Angela Mitchell, Barbara George, Pete Sysak, Student Trustee Jantzen -Advisory Vote-, Mary Strobridge

Meeting called to order at 3:00 PM

A. Convening Items

Procedural: 1. Call to Order/Roll Call/Establish Quorum

Meeting convened and quorum established.

Action: 2. Approval of Agenda

Approve the agenda for the November 7, 2018 regular board meeting as presented.

Motion by Pete Sysak, second by Patrick W Mullen.

Final Resolution: Motion Passed

Yes: Patrick W Mullen, Angela Mitchell, Barbara George, Pete Sysak, Mary Strobridge

Information: 3. Public Comment on Closed Session Items

B. Closed Session

Discussion: 1. Public Employee Performance Evaluation; Government Code, Section 54957(b)

Action, Discussion: 2. Conferences with Labor Negotiators; Government Code Section 54967.6, Classified Employees

Action, Discussion: 3. Conferences with Labor Negotiators; Government Code Section 54967.6, Academic Employees

Action, Discussion: 4. Conferences with Labor Negotiators; Government Code Section 54967.6, Unrepresented Employees; Management, Supervisors and Confidential Employees.

Action, Discussion: 5. Public Employee Discipline/Dismissal/Release, Pursuant to Government Code Section 54957

C. Reconvening Items

Procedural: 1. Pledge of Allegiance

Trustee Strobridge

Procedural: 2. Announcement of Action in Closed Session

The Board conducted its monthly mutual performance review of the Superintendent/President.

The Board provided direction as needed to agency representatives regarding employee negotiations.

No further action was taken by the Board in closed session.

Information: 3. Introductions and Recognitions

Shannon Hill, Executive Director, Advancement/Foundation, introduced Erin Warren-Gordon, new Foundation Accounting Technician II.

Information: 4. Public Comment

None

D. Consent

Action (Consent): 1. Consent Agenda

Approve those items published on the consent agenda, as presented.

Motion by Student Trustee Jantzen -Advisory Vote-, second by Angela Mitchell.

Final Resolution: Motion Passed

Yes: Patrick W Mullen, Angela Mitchell, Barbara George, Pete Sysak, Student Trustee Jantzen -Advisory Vote-, Mary Strobridge

Action (Consent), Minutes: 2. Board Minutes - October 3, 2018

Approve those items published on the consent agenda, as presented.

Motion by Student Trustee Jantzen -Advisory Vote-, second by Angela Mitchell.

Final Resolution: Motion Passed

Yes: Patrick W Mullen, Angela Mitchell, Barbara George, Pete Sysak, Student Trustee Jantzen -Advisory Vote-, Mary Strobridge

Action (Consent): 3. Payroll Orders for October 2018

Approve those items published on the consent agenda, as presented.

Motion by Student Trustee Jantzen -Advisory Vote-, second by Angela Mitchell.

Final Resolution: Motion Passed

Yes: Patrick W Mullen, Angela Mitchell, Barbara George, Pete Sysak, Student Trustee Jantzen -Advisory Vote-, Mary Strobridge

Action (Consent): 4. Warrant Listings for October 2018

Approve those items published on the consent agenda, as presented.

Motion by Student Trustee Jantzen -Advisory Vote-, second by Angela Mitchell.

Final Resolution: Motion Passed

Yes: Patrick W Mullen, Angela Mitchell, Barbara George, Pete Sysak, Student Trustee Jantzen -Advisory Vote-, Mary Strobridge

Action (Consent): 5. Public Employee Appointments; Government Code Section 54957(b) - Employee Appointments, Changes, Resignations, Retirements, Disciplines, Dismissals and Releases

Approve those items published on the consent agenda, as presented.

Motion by Student Trustee Jantzen -Advisory Vote-, second by Angela Mitchell.

Final Resolution: Motion Passed

Yes: Patrick W Mullen, Angela Mitchell, Barbara George, Pete Sysak, Student Trustee Jantzen -Advisory Vote-, Mary Strobridge

Action (Consent): 6. Proposed New and Revised Job Descriptions for Classified and Management Designations

Approve those items published on the consent agenda, as presented.

Motion by Student Trustee Jantzen -Advisory Vote-, second by Angela Mitchell.

Final Resolution: Motion Passed

Yes: Patrick W Mullen, Angela Mitchell, Barbara George, Pete Sysak, Student Trustee Jantzen -Advisory Vote-, Mary Strobridge

E. Business Agenda

Information, Report: 1. Teri Sherman Sabbatical Report

Teri Sherman presented her sabbatical [report](#) to the Board.

Dr. Deb Wulff, Assistant Superintendent/Vice President, Academic Affairs thanked the Board for their continued funding and support for faculty sabbatical leave.

Action: 2. Curriculum Recommendations

Approve the Curriculum recommendation as presented.

Motion by Angela Mitchell, second by Mary Strobridge.

Final Resolution: Motion Passed

Yes: Patrick W Mullen, Angela Mitchell, Barbara George, Pete Sysak, Student Trustee Jantzen -Advisory Vote-, Mary Strobridge

Discussion, Information: 3. Budget Development and College Planning

Dan Troy, Assistant Superintendent/Vice President, Administrative Services, presented an update to the Board regarding State budget development, based on his recent participation at the Association of College Business Officers in Sacramento. He suggested the Chancellor is interested in re-establishing the financial watch list for all college districts, provided insight into different levels of fiscal distress.

Discussion addressed large scale regulations such as the 50 Percent Law and Faculty Obligation Number (FON). These elements had a place in the growth funding model, but questions have been raised as to their purpose/relationship to

the new funding model. Mr. Troy stated there may interest in looking at the 50 Percent Law, but not the FON, as it stands.

An oversight committee has been formed to address any analysis/adjustments to funding formula. He has been pushing review of regional cost of living factors, especially housing, which is becoming increasingly untenable for students.

Action: 4. Annual Financial and Budget Report; CCFS-311

Discussion took place regarding the report:

- 50 Percent calculation; page 4, which is currently 50.29%.
- Page 17; no liabilities.
- Pages 22 and 23; most funding comes from local revenue (taxes).
- Page 33; noting the \$3 million invested in the PARS to help fund retirement costs. The District controls the funds, but they are not included in the final figures.
- Deficit spending last year due to retro salary payments.
- Trustee Mullen inquired regarding the Chancellor's interest in the financial watch list. Mr. Troy suggested ongoing retirement costs and other differentials in the new funding formula that will impact local budgets. The next three years look fairly good under hold-harmless, but the fourth year will bring a new reality.
- Page 38 – the bookstore fund reflects (\$248,000.00).
- Page 42 - PARS account.
- Page 48 - pension costs; response of investment in PARS is positive statement.

Approve the Annual Financial and Budget Report, CCFS-311, as presented.

Motion by Angela Mitchell, second by Pete Sysak.

Final Resolution: Motion Passed

Yes: Patrick W Mullen, Angela Mitchell, Barbara George, Pete Sysak, Student Trustee Jantzen -Advisory Vote-, Mary Strobridge

Action: 5. SLOCCCD Resolution 12-18; Education Protection Account 2018-2019

Approve SLOCCCD Resolution 12-18; Education Protection Account 2018-2019, as presented.

Motion by Angela Mitchell, second by Patrick W Mullen.

Final Resolution: Motion Passed

Yes: Patrick W Mullen, Angela Mitchell, Barbara George, Pete Sysak, Student Trustee Jantzen -Advisory Vote-, Mary Strobridge

Action: 6. SLOCCCD Resolution 13-18; Authorizing and Approving the Borrowing of Fund for Fiscal Year 2018-2019 Temporary Borrowing of Treasury Funds for Dry Period Financing.

Approve SLOCCCD Resolution 13-18, Authorizing and Approving the Borrowing of Fund for Fiscal Year 2018-2019 Temporary Borrowing of Treasury Funds for Dry Period Financing.

Motion by Mary Strobridge, second by Angela Mitchell.

Final Resolution: Motion Passed

Yes: Patrick W Mullen, Angela Mitchell, Barbara George, Pete Sysak, Student Trustee Jantzen -Advisory Vote-, Mary Strobridge

Action: 7. SLOCCCD Resolution 14-18; Placement of Employee on 39-Month Re-Employment List

Approve SLOCCCD Resolution 14-18; Placement of Employee on 39-Month Re-Employment List

Motion by Pete Sysak, second by Mary Strobridge.

Final Resolution: Motion Passed by roll-call vote.

Yes: Patrick W Mullen, Angela Mitchell, Barbara George, Pete Sysak, Mary Strobridge, Student Trustee Jantzen - Advisory Vote-

Information: 8. Cuesta College Bookstore Operations

Dan Troy, Assistant Superintendent/Vice President, Administrative Services

discussed the process under which this activity was undertaken. He explained that full opportunity for input/feedback was afforded to all bookstore employees. Minor changes are pending on the proposed Request for Proposals (RFP).

Discussion took place regarding the benefits of using a third-party administrator for the bookstore, to include:

- modern/current offerings to students

- aggressive rental programs, access to used books, and scale of volume.
- advanced tools to assist faculty and students
- scale of operation allows for better negotiations regarding costs (lower margins).

Regarding the other elements the Board had made a priority, Mr. Troy stated that there are probably only two major vendors that may be interested in the operation proposal. He noted that the District has no copyright, and that it would not be fiscally advantageous to pursue one due to the small size of the institution. Improved costs to students are addressed through scale and volume of the larger company's offerings. Other colleges that are outsourcing are generally pleased with the new operations, noting that much rests on the local manager and close oversight and assessment of operations. The cost of the RFP is estimated at approximately \$5,000.00. The focus on providing services to students equal to or better than what currently exists is addressed and highlighted in the RFP.

Trustee Sysak expressed his disapproval of contracting out, noting that the bookstore was a valuable asset, having served students and fiscally contributing to the District for 20 years. He suggested exploring the costs for a copyright on logos and merchandise. He suggested using the same business model as what is being requested in the RFP.

Mr. Troy stated that he did not think a new business model would fix the issues and the District would have to ultimately backfill costs from the general fund. Trustee Sysak stated that he felt any income from the bookstore should go back to the students and support programs, and not just go into the general fund. He also claimed that the College waited too long to address issues that had it was aware of before moving immediately into this recommended action.

Discussion took place regarding projected mark-up costs and how they stand up to current rates charged at the bookstore. Mr. Troy noted that they are projected to be lower. This is due to larger inventories used books, which are cheaper and other low costs options. This is something that will be monitored by the College.

Trustee Mullen commented on his interactions with the Cal Poly Corporation and their experiences since outsourcing more than a year ago. He reported that they had learned a lot and noted that contract management was the key, and being mindful of what was in it. It has been a net positive experience so far, although no surveys have been conducted to provide data to the same. Trustee Mullen noted that student volunteers had witnessed that they have not noticed any increases and there has been an increased opportunity for services for the students through the e-commerce site. Online reviews have been good. He noted the benefits of having an outside contractor versus an in-house operation, i.e., depth of expertise and quantity of scale providing greater opportunities. Trustee Mullen also stated that the District should expect profits to be below any projected amount, but consider it a win as long as the District avoids any new or additional debt obligation. The real opportunity is to provide a service to the students with a better option and increased value.

Mr. Troy recommended maintaining biannual meetings with the any vendor and conducting adequate student surveys to provide statistical feedback. A student representative currently serves on the bookstore workgroup and that is expected to continue. The ASCC may also receive information from that representative.

Trustee Mullen noted that the District was not losing asset, but looking into ways to better manage what currently exists. This is an opportunity for positive change.

Mr. Troy noted that income funds made available to the general fund will be used in the best interests of the District and its students. He offered providing regular updates to the board once a decision is final and everything is in place.

Discussion, Information: 9. Board Development Plan - Board Policy Review (BP/AP 2740, Board of Trustee Education/Orientation)

Trustee Strobridge and Trustee George will serve on a subcommittee to work on mentoring the Board's mentoring process as prescribed during the last review.

The President's office will help facilitate the meetings.

Action: 10. Facilities Construction Standards for the District

Approve Facilities Construction Standards for the District, as presented.

Motion by Pete Sysak, second by Student Trustee Jantzen -Advisory Vote-

Final Resolution: Motion Passed

Yes: Patrick W Mullen, Angela Mitchell, Barbara George, Pete Sysak, Student Trustee Jantzen -Advisory Vote-, Mary Strobridge

Information: 11. Cuesta College Classified United Employees (CCCUE) Initial Proposal for Negotiations with the San Luis Obispo County Community College District (the District)

The initial proposal for negotiations was presented to the District and the public.

Discussion, Information: 12. Advisory Committee Lists 2018-2019

The Advisory Committee Lists were presented to the Board as information.

Action, Discussion: 13. Proposed list of agenda items for the next regularly scheduled meeting.

Reports

- Institutional Planning (standing item)
- Measure L (standing item)

Action/Information/Discussion

- Organizational Meeting
- Curriculum
- Board Policy Review (Chapter 2; first read)
- Board Goals Review

Consent Agenda Items

- Minutes
- Warrant listings and payroll
- Personnel
- Quarterly Fiscal Report
- New/Revised Job Descriptions
- Declaration of surplus equipment

Agenda Items Pending / Not yet scheduled

- California Conservation Corps (programs and relationships). (Mullen/Sysak)
- Teaching Credentialing Program – Outlook and Partnerships (Board)
- Facilities Use – Processes and Fees – (Board)
- Naming Opportunities - Temporary to Permanent (George) Dec

Agenda item for Naming Opportunities will be added to the December 5, 2018 board agenda.

F. Contracts - Bond Projects

Action: 1. Project Assignment with PMSM Architects for San Luis Obispo Main Campus, Gymnasium (1400) Floor Replacement

Ratify Project Assignments F.1 (PMSM Architects for San Luis Obispo 2000 Complex ADA Upgrades) and F.2 (PMSM Architects for North County Kinesiology Relocatable building), as presented.

Motion by Angela Mitchell, second by Patrick Mullen.

Final Resolution: Motion Passed

Yes: Patrick W Mullen, Angela Mitchell, Barbara George, Pete Sysak, Mary Strobridge, Student Trustee Jantzen - Advisory Vote-

Action: 2. Project Assignment with PMSM Architects for San Luis Obispo 2000 Complex ADA Upgrades

Ratify Project Assignments F.1 (PMSM Architects for San Luis Obispo 2000 Complex ADA Upgrades) and F.2 (PMSM Architects for North County Kinesiology Relocatable building), as presented.

Motion by Angela Mitchell, second by Patrick Mullen.

Final Resolution: Motion Passed

Yes: Patrick W Mullen, Angela Mitchell, Barbara George, Pete Sysak, Mary Strobridge, Student Trustee Jantzen - Advisory Vote-

Action: 3. Contract with PMSM Architects for North County Kinesiology Relocatable building

Discussion took place regarding the origin of the funding for this project. Terry Reece, Director, Facilities Services, Planning, and Capital Projects confirmed that total funding was provided by Cuesta Foundation from North County accounts, and designated a priority by the Dean, North County Campus and South County Centers.

Ratify Project Assignment with PMSM Architects for North County Kinesiology Relocatable building entered into by the District on 08/28/2018.

Motion by Patrick W Mullen, second by Student Trustee Jantzen -Advisory Vote-.

Final Resolution: Motion Passed

Yes: Patrick W Mullen, Angela Mitchell, Barbara George, Pete Sysak, Mary Strobridge, Student Trustee Jantzen - Advisory Vote-

G. Stakeholder Reports

Information, Report: 1. Reports from Employee Organizations and the Superintendent/President

CCCUE – No report.

Academic Senate

Stacy Millich, President, reported the following:

- She thanked Trustee Strobridge for attending last Senate meeting.
- She attended the Statewide Academic Senate Fall Plenary, where discussions included topics on;
 - Who will serve on academic senate for onlind college?
 - Potential conflicts with existing online program throughout the system.
 - Placing the online college in an active status prior to receiving full accreditation.
 - Funding issues involving AB 705.
- Commented on no confidence votes regarding Chancellor’s office and alternative option of communicating where processes failed to include participatory governance and request for cooperation going forward.
- She commented on CCCApply, which has no nonbinary option for applicants.
- She commented on guided pathways.

CCFT

Dr. Debra Stakes, President, reported the following:

- She commented on the ongoing push-back regarding the online college.
- She commented on the ongoing impact of the JANUS decision and the role of the union. The AFT/CFT has provided compensation for losses and legal issues involving arbitration.
- She commented on ongoing faculty surveys associated with negotiations and articles being considered for discussion.

Management Senate

Shannon Hill reported the following:

- The senate is working on updating the management handbook and is interested in having Dan Troy conduct a study session like that which was held for the Board on building projects, planning, and Measure L.

Superintendent/President

Dr. Jill Stearns, reported the following:

- She commented on the Service Recognition Luncheons she hosted and what she learned from employees, and the positive feedback she has received on the events.
- She noted Ron Ruppert’s 40 years of service to the college. He currently serves as the Biology Chair.

- She commented on her recent meeting with Chancellor Oakley and noted the contrast of concerns identified by the board, students, and employees. There is a lack of appreciation for employees and services. The Chancellor celebrated AB 705, but three Superintendent/Presidents shared college experience of that action and how disappointing it is to invest in multiple measures for such a limited time and having too short a period to assess effectiveness. She suggested the Chancellor was not open to hearing about challenges, what it means at the college level, or advice to students, services in place, and support.
- The Chancellor will challenge opposition to initiatives.
- She commented on the 20-year Anniversary celebration for the North County Campus. She thanked the Foundation for their support of the event.

Information, Report: 2. Updates/Information from Board Members

Trustee Mitchell

- Thanked everyone for her nomination and being selected for the J Vard Loomis Award for Distinguished Board Service.
- She commented on elections in Paso Robles, noting the first woman to be elected to the city council in 20 years, and only one incumbent retained a seat with three in contention for school board.
- She commented on civil discourse and financial issues.

Trustee Sysak

- Participated on the Foundation development committee to discuss annual grants.
- He acknowledged Trustee Mitchell receiving the J. Vard Loomis Award.

Trustee Strobridge

- Attended the North County Chorale fundraiser, Promise Days, the Academic Senate meeting, North County Campus Anniversary Celebration, the Central Coast Economic Forecast, and the South County Chambers luncheon.

Trustee Jantzen

- The food pantry has received over 3800 visits since opening. The leadership group is working on sustainability options.
- He attended the student conference in Los Angeles and the statewide student general assembly.
- This year "Giving Tuesday" proceeds will go to food pantry instead of Foundation CASE program.

Trustee Strobridge commented on Trustee Jantzen's commitment and enthusiasm.

Trustee Mullen

- Attended the Skills USA state board meeting. He noted, former Cuesta student, Daniel Lemkuhl's election to the statewide board. The regional Skills competition takes place on February 23rd at Paso Robles High School.
- He commented on media coverage of Promise Day and the "clay stomp".
- He attended the Central Coast Economic Forecast, noting his frustration that there was no mention of Cuesta's 2-Year Promise Program.

Trustee George

- Commented on the ground breaking for data center.
- She acknowledged Trustee Mitchell on receiving the J. Vard Loomis Award for Exemplary Board Service.
- She noted the achievements of the college in North County and the Resolutions presented at 20-Year Anniversary celebration.

H. Institutional Reports

Information, Report: 1. Measure L - Implementation, Issuance, and Projects

Dan Troy, Assistant Superintendent/Vice President, Administrative Services, reported on the following:

- The bid packages for the Early Childhood Education Center (North County).
- Progress on the Data Center project.
- Renovation and maintenance on the 1000 building complex - ADA work, locker rooms, showers, and HVAC.
- Status of the Pool/Aquatics project.
- Design for the 2000 building complex.
- Hollister Adobe stabilization plans.
- Initial review of the wayfinding project.

Information, Report: 2. Foundation Monthly Report of Activity

Shannon Hill, Executive Director, Advancement/Foundation, presented the report.

Information: 3. Institutional Advancement Quarterly Report

Shannon Hill, Executive Director, Advancement/Foundation, presented the report.

Information: 4. Institutional Effectiveness Outcomes Report 2018

Dr. Ryan Cartnal, Dean, Institutional Research, Library, Learning Resources, and Instructional Technology presented the data for the Board's review and discussion.

Dr. Ryan reviewed the highlights from old report, and informed the Board about the new method of assessment through simplified metrics. He discussed the following key metrics:

Skill Builder

- Cuesta College is 6th highest in the state in Skill Builder for median percent change in income at 54.1%.

Preparedness

- Prepared students are 4.3 times more likely to complete than unprepared students. He commented on AB 705.
- Cuesta College is 10th in the state in transfer level English in first year at 57.6%. He noted the multiple measures several years ago and how Cuesta has a good chance of benefiting from AB 705.

SCORECARD

- SCORECARD is going away and simplified metrics are being used. The data element dictionary is 145 pages. The data is in line with the new funding formula and vision for success, and not 6-year cohorts. Dr. Ryan discussed the live link on the Chancellor's website.

Trustee George queried as to whether this would change outlines and course content. Dr. Wulff responded, indicating that the college had been reviewing how courses were being coded, and the 16-unit certificates. The faculty have been phenomenal in their response.

Dr. Wulff noted that dual enrollment data does not count towards the criteria for being a Hispanic Serving Institution.

I. Discussion

Discussion: 1. November Monthly Board Self Evaluation

1) Meeting and Process: What went well - What improvements could be made?

Trustee Mitchell – there was thorough discussion of agenda items.

Trustee Mullen – discussions were informational and in depth. The meeting went well.

Trustee George – commented on the quality of the reports.

2) Do board members have a basic understanding of the financial condition of the institution to effectively exercise their fiduciary responsibilities.

Dan Troy – noted the Board's monthly updates, 311 review, and workshops; recognizing the Board was familiar with key issues.

Trustee Mullen - yes/no; no because the fiscal environment is a constantly moving target, and the new funding model with regard to who is doing what and where funding is coming from. He commented on the election of a new Governor and how that may impact fiscal issues.

Dan Troy – noted that Governor-Elect Newsome supported the funding model when it went through and pointed out that 1) the legislature was in check under Governor Brown, and 2) it is unknown how the Governor will react when the hold harmless period ends and impacts start hitting home at districts across the state.

Discussion took place regarding the criteria for fiscal watch list and how the district fairs based on that criteria.

J. Adjournment

Information: 1. Adjournment and Notice of Next Meeting

The meeting adjourned at 7:17 p.m.