

SLOCCCD Board of Trustees (Wednesday, January 10, 2018)

Generated by Cindy Dilbeck on Thursday, January 18, 2018

Members present

Patrick W Mullen, Barbara George, Pete Sysak, Mary Strobridge

Meeting called to order at 2:33 PM

A. Convening Items

1. Call to Order/Roll Call/Establish Quorum

The Meeting convened at 2:33 p.m.

2. Approval of Agenda

Approve the agenda for the January 10, 2018 regular Board meeting, as presented.

Motion by Pete Sysak, second by Mary Strobridge.

Final Resolution: Motion Passed

Yes: Barbara George, Pete Sysak, Mary Strobridge

Not Present to Vote: Patrick W Mullen

3. Public Comment (Closed Session)

None.

B. Closed Session

1. Copy of Public Employee Performance Evaluation; Government Code, Section 54957(b)

2. Conferences with Labor Negotiators; Government Code Section 54967.6, Unrepresented Employees; Management, Supervisors and Confidential Employees.

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

4. Conferences with Labor Negotiators; Government Code Section 54967.6, Classified Employees.

C. Reconvening Items

1. Pledge of Allegiance

Trustee Strobridge led the Pledge of Allegiance.

The Board observed a moment of silence in honor of the victims and families affected by the Montecito mudslides.

2. Announcement of Action in Closed Session

The Board conducted its monthly review of the Superintendent/President's goals.

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

No other action was taken by the Board in Closed Session.

3. Introductions and Recognitions

Dr. Mark Sanchez, Assistant Superintendent/Vice President, Student Services and College Centers, introduced new employee Jeffery Alexander, Jr., Director of Outreach, Orientation & Success Activities.

4. Public Comment

None.

D. Consent

1. Approval of Consent Agenda

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

Approve those items published on the consent agenda, as presented, with the exception of item D4.

Motion by Pete Sysak, second by Mary Strobridge.

Final Resolution: Motion Passed

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

2. Payroll Orders for December 2017

Resolution: Accept the payroll orders for December 2017, as presented.

Approve those items published on the consent agenda, as presented, with the exception of item D4.

Motion by Pete Sysak, second by Mary Strobridge.
Final Resolution: Motion Passed
Yes: Patrick W Mullen, Barbara George, Pete Sysak, Mary Strobridge

3. Warrant Listings for December 2017

Resolution: Accept the warrant listings for December 2017, as presented.

Approve those items published on the consent agenda, as presented, with the exception of item D4.

Motion by Pete Sysak, second by Mary Strobridge.
Final Resolution: Motion Passed
Yes: Patrick W Mullen, Barbara George, Pete Sysak, Mary Strobridge

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

Resolution: Approve public appointments, changes, resignations, retirements, disciplines, dismissals and releases, as presented.

Approve all considerations in item D4, including the recommended change to Personnel Transactions, page 9 (Attachment A): The Range/Step/Salary Placement for Nancy Mann is indicated as 33/E and will be corrected to indicate E/22. Melissa Richerson, Vice President, Human Resources and Labor Relations, noted there is no change to fiscal impact based on the recommended change.

Motion by Patrick W Mullen, second by Mary Strobridge.
Final Resolution: Motion Passed
Yes: Patrick W Mullen, Barbara George, Pete Sysak, Mary Strobridge

5. Proposed New and Revised Job Descriptions for Classified Designations

Resolution: Approve the proposed new and revised job descriptions, as presented.

Approve those items published on the consent agenda, as presented, with the exception of item D4.

Motion by Pete Sysak, second by Mary Strobridge.
Final Resolution: Motion Passed
Yes: Patrick W Mullen, Barbara George, Pete Sysak, Mary Strobridge

6. Board Minutes - December 6, 2017

Resolution: Adopt the draft minutes of the December 6, 2017 regular Board meeting, as presented.

Approve those items published on the consent agenda, as presented, with the exception of item D4.

Motion by Pete Sysak, second by Mary Strobridge.
Final Resolution: Motion Passed
Yes: Patrick W Mullen, Barbara George, Pete Sysak, Mary Strobridge

E. Business Agenda

1. Curriculum Recommendations

Alex Kahane, Curriculum Committee Chair, reported on the following:

- Curriculum subcommittee approved designations for new courses, in addition to the full inventory of courses in twelve departments.
- New and modified programs and courses in support of the Developing Hispanic-Serving Institutions Education grant.
- Formation of a task force to review and draft BP/AP 4025 Philosophy and Criteria for Associate Degree and General Education.
- 107 new non-credit courses, which are slated to debut Fall 2018, will be presented to the Board in March. Ms. Kahane commended the committee on being able to perform the technical review on such a large number of courses. She noted there are also seven courses that are not part of the non-credit group, for a total of 114 proposals to be submitted for Board approval.

Trustee George asked if the number of non-credit courses will continue to increase as the semester progresses. Ms. Kahane reported that the large number of courses is in response to a survey conducted asking community members what types of courses they are interested in taking at Cuesta College. The survey responses indicated very focused, non-credit, career technical education courses were of interest to the community.

Approve the Curriculum recommendations as presented.

Motion by Patrick W Mullen, second by Pete Sysak.
Final Resolution: Motion Passed
Yes: Patrick W Mullen, Barbara George, Pete Sysak, Mary Strobridge

2. Executive Recruitment - Superintendent/President

Melissa Richerson, Vice President, Human Resources and Labor Relations, provided the following update on the Superintendent/President Executive Recruitment:

- The position closed on January 4 and the pool is adequate to move forward.

- The selection committee will meet on January 12 to finalize interview questions.
- The selection committee will meet on January 31 to select candidates to be invited for first round interviews.
- Interviews are scheduled for February 13 and 14.

3. Retired Classified Emeritus Recommendations

Approve the recommendations to confer Classified emeritus status for Betta Knerr, Robert Maddelein, and Sean Landers, as presented.

Motion by Pete Sysak, second by Mary Strobridge.

Final Resolution: Motion Passed

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

4. Retired Management Emeritus Recommendations

Approve the recommendation to confer Manager emeritus status for Haila Hafley-Kluser, as presented.

Motion by Patrick W Mullen, second by Pete Sysak.

Final Resolution: Motion Passed

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

5. Review and Accept the 2016-2017 Final Audit Report for the District

Dan Troy, Assistant Superintendent/Vice President, Administrative Services, introduced Chris Chitlik, Vavrinek, Trine, Day & Co., LLP, who briefed the audit report assessment. Ms. Chitlik reported that the audit received an "unmodified opinion."

Ms. Chitlik provided an update to an observation noted in the June 30, 2016 audit regarding the number of CalCards issued. She reported that improved internal controls have been implemented and the District currently has 50 CalCards issued. Trustee Mullen asked if there is a range or target that the auditors see as appropriate for a college our size. Ms. Chitlik stated she can't provide an exact number but the important thing is that there is increased scrutiny regarding the issuance of CalCards.

Trustee George stated that Trustee Sysak and Trustee Mitchell were on the audit committee. Trustee Mitchell sent notice of things to pay attention to in the audit report including the Statement of Net Position, especially the Aggregate Net Pension Obligation of \$56MM. Ms. Chitlik stated that is in regards to PERS and STRS liability, and it has to be brought on to the audit at full accrual.

Trustee Mullen asked if state and federal awards are specific to state and federal grants in addition to state and federal funding. Ms. Chitlik stated they are required to audit any federal award of \$750k in expenditures. The state opinion is the state programs that the Chancellor has asked them to audit and are the only state programs they are required to audit.

Trustee George commented on the welcome addition of the review of gifts from the Foundation in support of the services and programs at Cuesta College.

Accept the 2016-2017 Audit Report for the District, as presented.

Motion by Patrick W Mullen, second by Mary Strobridge.

Final Resolution: Motion Passed

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

6. Review and accept the Audit Report for the General Obligation Bond Fund (Measure L) for the year ending June 30, 2017

Dan Troy, Assistant Superintendent/Vice President, Administrative Services, stated that Chris Chitlik, Vavrinek, Trine, Day & Co., LLP, would review the key elements of the Measure L Audit. Ms. Chitlik reported there were no findings for both the Performance Audit Report and the Financial Audit Report. Additionally, for both Measure L Audit Reports, there were no management comments or findings.

Accept the Audit Report for the General Obligation Bond Fund (Measure L) for the year ending June 30, 2017.

Motion by Mary Strobridge, second by Pete Sysak.

Final Resolution: Motion Passed

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

7. Establish the Nonresident Tuition Fee for 2018-2019

Dan Troy, Assistant Superintendent/Vice President, Administrative Services, briefed the purpose and rules for the development of nonresident tuition fees.

Trustee George asked what our neighboring districts are charging. Mr. Troy stated Allan Hancock did FTS borrowing last year, which gave them a relatively low number because their FTS is high. Mr. Troy reported they are recommending \$216 per FTS to their board.

Establish the 2018-2019 Nonresident Tuition Fee at the state average of \$258 per unit and a Nonresident Capital Outlay fee of \$5 per unit, for a total of \$263 per unit.

Motion by Patrick W Mullen, second by Mary Strobridge.

Final Resolution: Motion Passed

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

8. Separation Incentive Program

Dan Troy, Assistant Superintendent/Vice President, Administrative Services, briefed the purpose, program details, and proposed timeline for the Separation Incentive Program.

Trustee Sysak asked how many individuals we expect the program to impact. Mr. Troy stated the PARS analysis indicates it is likely to be more effective with faculty than with other groups, but the District feels it is worthwhile to open the window to everyone who meets the qualifications.

Adopt Board Resolution 01-18 authorizing the offering of an early retirement incentive.

Motion by Patrick W Mullen, second by Mary Strobridge.

Final Resolution: Motion Passed

BY ROLL CALL VOTE:

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

Absent: Angela Mitchell, Student Trustee Jordan Jantzen -Advisory Vote

Approve the Agreement for Administrative Services with PARS to manage the early retirement incentive program.

Motion by Mary Strobridge, second by Pete Sysak.

Final Resolution: Motion Passed

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

Designate the Assistant Superintendent/Vice President of Administrative Services as the District's Plan Administrator.

Motion by Patrick W Mullen, second by Pete Sysak.

Final Resolution: Motion Passed

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

9. Budget Development and College Planning

Dan Troy, Assistant Superintendent/Vice President, Administrative Services, reported on Governor Brown's proposed budget for the 2018-2019 fiscal year. He stated the information is high-level and there are numerous details to be flushed out. Mr. Troy highlighted the following:

- Effective July 1, 2018 a new fiscal funding formula for community colleges will be implemented. The current model is based on FTS (growth model). The proposed model will be more focused on student success (performance model). He noted that no district would get less funding than what they received in the 2017-2018 fiscal year.
- There is good revenue growth, but there is also increasing expenditures due to PERS and STRS.
- The January proposal has a COLA that is higher than we have seen in ten years at 2.15%.
- Proposed 1% funding statewide for growth.
- AB 19, the college promise bill, is fully funded in the budget.
- Proposed that the Chancellor's office come up with a plan to consolidate categorical programs.
- Funding proposal of \$120MM to establish an on-line college, of which \$20MM is on-going.
- Proposed \$12MM statewide increase for Strong Work Force.
- Proposed \$175MM increase in general purpose funds, noting this is meant as transition money for the new funding formula.

10. County-Wide Programming Survey Results - Cuesta College

Dr. Stork briefed the Board on the County-Wide Programming Survey noting that results from the County-Wide and South County survey resulted in very similar responses, needs, and suggestions. Dr. Deb Wulff, Assistant Superintendent/Vice President, Academic Affairs, discussed how the college will respond to the information learned from the survey, addressing the following:

- continue to educate our community to raise parents' awareness of the Promise Scholarship.
- the Emeritus program (Spring 2015) and current semester, offering over 90 sections County-wide, with 21 of those sections in South County. The plan is to continue to grow the Emeritus program.
- non-credit courses, including computer skills courses, that are skill-building, technical courses, focused on personal enrichment and development have been developed (the 107 courses discussed earlier in the meeting). We are working on a marketing program to disseminate that information to the community once it has Board approval. The goal is to start offering those courses Fall 2018.
- A proposal to pilot weekend courses will be brought before Cabinet. We would like to implement that program Fall 2018.
- The college has been looking at how it offers programs and their deadlines, working to provide more flexibility of when we offer various courses.
- the college increased its on-line course enrollment by 18.4 percent from Fall 2016 to Fall 2017 . It is a priority to hire additional faculty who are capable of teaching on-line because we know that is where growth is occurring.

Dr. Wulff stated additional details on each of the aforementioned items would be provided as the year progresses.

Trustee Mullen asked about the current percentage of on-line course offerings. Dr. Wulff recalled it was 27-30%, noting that the growth is astounding. She stated on-line courses are the first to fill and have waiting lists. Discussion was held around on-line course offerings, reasons for the increasing popularity of these courses, and the age population filling these courses. Dr. Stork stated that when the distribution of the population is examined, about 80% of those who are involved in on-line classes are also taking face-to-face classes.

Trustee Sysak commented on the growing population, more people moving here, yet enrollment is going down - what are the reasons enrollment is going down if our on-line courses are going up? Dr. Stork stated there is a trade off with students moving from one format to another but the actual number of net result decline is still evident. Students are looking for a different way of delivery which is why the college is responding with the development of the 107 courses. Dr. Wulff noted the courses will be

offered at industry sites throughout the community. She also noted that while we have articulations with some Cal State schools, we do not have a partnership with a transfer institution. She indicated she is working to find additional partnerships.

Dr. Mark Sanchez, Assistant Superintendent/Vice President, Student Services and College Centers, stated the college was not abandoning trying to bring the community on to campus, noting several upcoming events that will bring potential students here. He further stated that one of the data points in the survey was that some of our population didn't know about the Promise. In response to that the college developed a program to bring students and their parents on campus to educate them on the Promise. Additionally, the hiring of our Director of Outreach, will enable the college to target communities in South and North County to bring enrollment up.

Trustee Sysak stated that information was provided regarding high school students and where they are going to college. In North County, 49% of the high school students are going to Cuesta College, compared to only 24% of South County high school students. Trustee Sysak asked how the District plans to address this issue. Additionally, he voiced concern over the lack of a South County facility. Dr. Wulff responded that the college have been working diligently on South County relationships and how we can meet their needs. This summer the college will be offering classes at Nipomo High School. She stated that most of the college's pilot programs in the South County, including dual enrollment, the Emeritus program, and the adults with disabilities program.

Dr. Stork pointed out that the Board took action to approve the bond campaign and the Master Plan, neither of which focused on a site or facility in the South County. He stated that until there is direction given by the Board to the administration the District will not be changing direction based on the Master Plan and what the voters approved in Measure L. The District will continue to listen for opportunities that might come up, but the Board will have to determine where this District is going to go in the future and how we meet the needs of the residents of a particular district. Dr. Stork stated this is a good topic for the Board to consider as to how to put the wheels in motion for something that is probably going to take 5-10 years to implement. And, then to give the administration the arms and legs to bring suggestions and proposals back to the Board for their consideration.

Trustee Mullen stated that it would be great if the District had money to do something in South County, but even then, given the survey results one would question if a building is the right thing to do in South County.

Dr. George recapped the discussion, noting that progress has been made in serving South County residents. The administration will respond to a plan through the direction of the Board. So, until the Board can give direction to the District we will continue to provide more and better options for South County residents and the residents of all the communities we serve.

11. Advisory Committee Lists 2017-2018

Dr. Stork presented the 2017-2018 Advisory Committee lists containing the names of those individuals in our community that are working on behalf of Cuesta College by serving on an Advisory Committee. Dr. Stork stated reviewing the lists is a way to ensure the Board is aware of the hundreds of volunteers working on behalf of Cuesta College. Discussion took place on how we recognize these individuals for their service.

12. CCCT Board Elections - 2018 Call for Nominations

Trustee George stated that nominations for the CCCT Board for 2018 will be accepted through February 15, 2018 and Dr. Stork advised this is the Board's opportunity to submit nominations to the CCCT Board. No nominations from the Board were brought forth.

--Trustee Mullen departed the meeting at 5:53 pm--

13. Proposed list of agenda items for the next regularly scheduled meeting

Reports

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

Action/Discussion

- Executive Recruitment (standing item)
- Board Policy Review
- Curriculum
- Budget and Planning Updates
- Facilities/Project Contracts
- Faculty Tenure/Track Recommendations

Consent Agenda Items

- Minutes
- Warrant listings and payroll
- Public Employment - appointment, re-appointment, resignation, retirement, discipline/dismissal/release
- Job Descriptions
- Declaration of surplus equipment

Agenda Items Pending / Not yet scheduled

- NC RFQP
- Grizzly Academy and California Conservation Corps (programs and relationships). (Mullen/Sysak)
- SLO 75 Acres - Potential programs and use of property. (Sysak)

The following items will be added to the February agenda:

- Sabbatical Leave
- Tenure Status
- Pending Item: SLO 75 Acres - Dan Troy, Assistant Superintendent/Vice President, Administrative Services, noted a report on the 75 acres will be presented at the February meeting.

Pending Item: NC RFQP Update - Dan Troy, Assistant Superintendent/Vice President, Administrative Services, stated a rough draft report is complete. There is a meeting with the North County Subcommittee on January 12 to go over report details and get direction on how to proceed in terms of the draft report. Given the sensitivity of the legal language, Mr. Troy requested that this item remain pending for now and at the February meeting he will provide an update as to whether the report will be ready for the March meeting.

Dr. Stork noted the Board approved a contract for an evaluation of the bookstore process and the report is due back at the end of February. Following an administrative analysis of the report, it should be ready to present to the Board in April where administration will be prepared to share the results of the evaluation and the possible options we may have in terms of operating a comprehensive bookstore service.

Trustee George asked if we have any further drilling down of the County-Wide Programming Survey results discussed earlier in the meeting that we wish to discuss. Dr. Stork stated primarily the college is gearing up for Fall 2018 in terms of survey responses, but certainly can agendaize in March a progress report to see where we are in terms of any further developments or changes to what the college has planned. He further noted that by March the marketing pieces will be fully developed.

Dr. Mark Sanchez, Assistant Superintendent/Vice President, Student Success & College Centers, noted his office is working on a supplemental research study (Student Drop Survey). The survey looks at students who have been enrolled at Cuesta College and have dropped, collecting data on why they discontinued enrollment. Dr. Sanchez expects to have preliminary data by mid to late March and could potentially present findings to the Board in April or May.

F. Contracts - Bond Projects

1. Prime Contract Change Order Summary for Measure L Projects

Presented as information only to the Board.

Discussion was held with regard to reasons for the change orders and the potential for additional contractors to exceed the threshold.

2. Prime Contract Change Order No. 002 with Newton Construction & Management (Newton), BP 03, General Trades, for the San Luis Obispo Instructional Building

Ratify Prime Contract Change Order No. 002 with Newton Construction & Management (Newton), BP 03, General Trades, for the San Luis Obispo Instructional Building

Motion by Pete Sysak, second by Barbara George.
 Final Resolution: Motion Passed
 Yes: Barbara George, Pete Sysak, Mary Strobridge
 Not Present to Vote: Patrick W Mullen

3. Prime Contract Change Order No. 004 with R.F. Koerber, Inc (Koerber), BP 07, Acoustic & Metal Ceiling, for the San Luis Obispo Instructional Building

Ratify Prime Contract Change Order No. 004 with R.F. Koerber, Inc (Koerber), BP 07, Acoustic & Metal Ceiling, for the San Luis Obispo Instructional Building

Motion by Pete Sysak, second by Barbara George.
 Final Resolution: Motion Passed
 Yes: Barbara George, Pete Sysak, Mary Strobridge
 Not Present to Vote: Patrick W Mullen

4. Prime Contract Change Order No. 005 with Newton Construction (Newton), BP 06, Lath, Plaster & Gypsum Board Assemblies, for the San Luis Obispo Instructional Building

Ratify Prime Contract Change Order No. 005 with Newton Construction (Newton), BP 06, Lath, Plaster & Gypsum Board Assemblies, for the San Luis Obispo Instructional Building

Motion by Pete Sysak, second by Barbara George
 Final Resolution: Motion Passed
 Yes: Barbara George, Pete Sysak, Mary Strobridge
 Not Present to Vote: Patrick W Mullen

5. Prime Contract Change Order No. 005 with Newton Construction & Management, BP 12, Electrical, for the San Luis Obispo Instructional Building

Ratify Prime Contract Change Order No. 005 with Newton Construction & Management, BP 12, Electrical, for the San Luis Obispo Instructional Building

Motion by Pete Sysak, second by Barbara George.

Final Resolution: Motion Passed
Yes: Barbara George, Pete Sysak, Mary Strobridge
Not Present to Vote: Patrick W Mullen

6. Prime Contract Change Orders No. 004 & No. 005 with GF Garcia & Sons, BP 13, Grading, Paving, Demolition & Utilities for the San Luis Obispo Instructional Building

Ratify Prime Contract Change Orders No. 004 & No. 005 with GF Garcia & Sons, BP 13, Grading, Paving, Demolition & Utilities for the San Luis Obispo Instructional Building

Motion by Pete Sysak, second by Barbara George.
Final Resolution: Motion Passed
Yes: Barbara George, Pete Sysak, Mary Strobridge
Not Present to Vote: Patrick W Mullen

7. Prime Contract Change Order No. 002 with R.F. Koerber, BP 06, Acoustic & Metal Ceilings for the North County Campus Center

Ratify Prime Contract Change Order No. 002 with R.F. Koerber, BP 06, Acoustic & Metal Ceilings for the North County Campus Center

Motion by Pete Sysak, second by Barbara George.
Final Resolution: Motion Passed
Yes: Barbara George, Pete Sysak, Mary Strobridge
Not Present to Vote: Patrick W Mullen

8. Prime Contract Change Order No. 001 with Tarlton and Son, BP 08, Painting for the North County Campus Center

Ratify Prime Contract Change Order No. 001 with Tarlton and Son, BP 08, Painting for the North County Campus Center

Motion by Pete Sysak, second by Barbara George.
Final Resolution: Motion Passed
Yes: Barbara George, Pete Sysak, Mary Strobridge
Not Present to Vote: Patrick W Mullen

9. Prime Contract Change Order No. 005 with Taft Electrical Company (Taft), BP 11 Electrical, for the North County Campus Center

Ratify Prime Contract Change Order No. 005 with Taft Electrical Company (Taft), BP 11 Electrical, for the North County Campus Center

Motion by Pete Sysak, second by Barbara George.
Final Resolution: Motion Passed
Yes: Barbara George, Pete Sysak, Mary Strobridge
Not Present to Vote: Patrick W Mullen

G. Stakeholder Reports

1. Reports from Employee Organizations and the Superintendent/President

CCCUE - No report.

Academic Senate

Stacy Millich, President, reported the following:

- She invited Board members to attend the January 26 Academic Senate meeting.
- She reported on the Senate's review of the restructure and/or merging of committees to eliminate overlapping responsibilities.
- She reported that a cross-section of faculty, administrators, and HR staff attended the Equity Institute, and have brought a proposal to Academic Senate to make changes in our hiring practices to better convey the importance of and our commitment to inclusion.

CCFT

Dr. Debra Stakes, President, reported the following:

- She commented on negotiations and salary proposals.
- She reported over 100 faculty have signed a work to contract petition.
- She commented on the step increases for non-faculty employees based on restructures and salary surveys.

Management Senate - No report.

Superintendent/President's Report

Dr. Stork reported the following:

- He is looking forward to the Spring 2018 semester. He invited Board members to attend Opening Day on January 12, noting we have a speaker who will address all levels of employees.
- He will provide the Board with a copy of a news release addressing the budget gap in terms of declining revenues and increasing costs. It will address the approaches the college is taking to save money, as well as approaches to generate

additional revenue. He asked for the Board's prompt feedback.

- He reported the college will be filling two managements positions, both vacancies based on retirement or resignation: Director of the Children's Center and Director of DSPS. Otherwise, all other management positions are filled.
- He provided condolences to Trustee George, on the loss of her mother, on behalf of himself and the Cuesta College family.

2. Updates/Information from Board Members

Trustee Strobbridge reported the following:

- She attended the Cuesta College Winter Gathering, noting it was great to see everyone bringing food contributions.
- She attended the Alpha Gamma Sigma Teacher Appreciation Night and commented it was thrilling to see students appreciating instructors.
- She attended the Campus Police Awards Dinner.
- She extended her condolences to Trustee George on the passing of her mother.

Trustee Sysak reported the following:

- He attended the Audit Committee meeting and participated in the review of the final audit report.
- He attended the Foundation Executive Board meeting and commented that the Foundation is doing well .
- He attended the Campus Police Awards Dinner, noting that the turnout was quite large and the event was nice.
- He stated that student government purchased AED defibrillators for use on campus and noted they should be congratulated for that.

Trustee George reported the following:

- In a show of respect for their outstanding professional work, she attended the retirement events for Ruth Biering and Sean Landers.
- She attended the dedication of the health center building at Rancho El Chorro in memory of Gaye Galvin and voiced her pleasure that the building was dedicated to Mrs. Galvin.
- She attended a program at the SLO Museum of Art and recommended it to anyone who can attend.
- She thanked Dr. Stork and Cuesta College for the tremendous outpouring of support in the loss of her mother.

Trustee George stated that there was a written report from Student Trustee Jantzen included in the Board package. She noted the following from his report:

- There is a food bank distribution scheduled for January 16.
- There will be funds available to upgrade the student center in the upcoming semester.
- ASCC will be implementing their own senate goals for the student senate.

Institutional Reports

1. Foundation Monthly Report of Activity

Shannon Hill, Executive Director, Advancement/Foundation presented the report to the Board and noted the following:

- November is a little lean at \$78,000 if you compare it year over year. This is due to challenges with staffing the Phone-A-Thon and a delay in sending out the Foundation's annual mailer. She stated that the Board will see a very robust December.
- Giving Tuesday raised approximately \$16,000. Those funds are contained in the monthly report, mostly at lower levels. She called attention to Responses for Cuesta Assistance for Student Emergencies fund noting those amounts were all from Giving Tuesday.

She advised the Board that the Foundation will be throwing a retirement party for Dr. Stork and provided them with a Save the Date card.

Trustee George commented on the great job done on the Foundation Annual Report. Ms. Hill commended Anthony Herrera, Lauren Milbourne, and Ritchie Bermudez for their efforts in producing an outstanding document.

2. Measure L - Implementation, Issuance, and Projects

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

- The Instructional Building on the SLO campus is open with faculty moving in today. Mr. Troy commended Terry Reese, Brian McAlister, and the IT team for the incredible work they have done.
- The bond rating presentations for the second issuance were held in December and the District received the same ratings as the first issuance from Moody's and the S&P. He noted the S&P outlook improved from stable for the first issuance to positive for the second issuance. The S&P was pleased with progress the District has made in terms of governance structure and the increase in cash balances. The second issuance of the bond will be sold beginning January 18.
- The North County Campus Center is approximately 85% complete.
- Under the second issuance, the District will move forward with three major capital projects - the aquatics center, the data center, and the North County campus early childhood education center. Plans for each of those projects are currently under review in the Division of the State Architect.
- Also under the second issuance, the District will begin working on way finding signage and renovations will begin on the 1000 and 2000 complexes.
- Flagpoles have been ordered and are expected to be delivered soon. On January 15 a contractor will be on site to begin prep work to put the concrete in. Assuming there is good weather it will take 1-1/2 to 2 weeks to complete the project. He noted we will not be removing the existing flagpoles in the amphitheater.
- Once the second issuance is out, stabilization work on the Hollister Adobe will begin.

I. Discussion

1. January Monthly Board Self Evaluation

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

Trustee Sysak - He commented the meetings are run in a very organized manner and noted that Trustee George does a good job of running the meetings. He feels that at times discussions get off-topic. He stated that improvement could be made on how Board members deliver their remarks, making them more efficient.

Trustee Strobridge - She felt the meeting went well and noted that the meetings are very organized and the agenda is followed. She stated that sometimes the meeting starts a little later than 4:00 pm.

Trustee George - She stated it is important to start the meetings on time. She indicated she is happy with the fact that meetings are conducted in the manner the Board directs.

2) What does the Board want to learn when establishing self-evaluation tools and assessing its performance?

Trustee George - She thought the Assessing Board Effectiveness document was terrific and would like to utilize it. She feels the Board is ready to move to another level of self-evaluation to ensure continuous quality improvement. She stated that the Board needs to determine what it is they want to learn and then look at how to assess it.

Trustee Strobridge - She agreed with Trustee George that the Assessing Board Effectiveness document was excellent.

Dr. Stork - He stated that in years past the Board has geared its self-evaluation around whether or not goals were achieved. He stated the Board could evaluate the qualitative part of the way the Board operates; evaluating things such as the way meetings are conducted, which assesses not just if goals were met but how they were met.

The self-evaluation and performance assessment will be placed on the February Board meeting agenda. At that time, the Board will assign a subcommittee that will work with the President's Office to determine a process for self-evaluation. The Board will provide direction to the subcommittee as to the materials they should work with in order to come back with a recommendation in April or May for a plan to be implemented for the Board's June self-evaluation process.

J. Adjournment

1. Adjournment and Notice of Next Meeting

Trustee George stated that Closed Session for the February 7, 2018 meeting needs to begin earlier for discussion of a specific Closed Session item, in addition to the regular Closed Session agenda. The following timeline was agreed to:

2:00 pm Closed Session
3:30 pm Board Budget Workshop
4:00 pm Open Session

The meeting adjourned at 6:47 p.m.