



**Wednesday, January 9, 2019
SLOCCCD Board of Trustees**

**San Luis Obispo County Community College District
Organizational Meeting**

TIME: 3:00 p.m. — Call to Order and Recess to Closed Session

In the Associated Students Auditorium, room 5401, San Luis Obispo Campus, Highway 1, San Luis Obispo, California and via polycom (video conference) N3213, Learning Resource Center, North County Campus, 2800 Buena Vista Drive, Paso Robles, California

TIME: 4:00 p.m. — Continue in Regular Open Session

In the Associated Students Auditorium, room 5401, San Luis Obispo Campus, Highway 1, San Luis Obispo, California and via polycom (video conference) N3213, Learning Resource Center, North County Campus, 2800 Buena Vista Drive, Paso Robles, California

Main Governing Board

A. Convening Items

Subject **1. Call to Order/Roll Call/Establish Quorum**

Meeting Jan 9, 2019 - SLOCCCD Board of Trustees

Access Public

Type Procedural

The board will convene the meeting and establish a quorum.

A. Convening Items

Subject **2. Approval of Agenda**

Meeting Jan 9, 2019 - SLOCCCD Board of Trustees

Access Public

Type Action

Recommended Action Approve the agenda for the January 9, 2018 regular board meeting as presented.

The board must approved the agenda before proceeding with regular business.

Motion & Voting

Approve the agenda for the January 9, 2018 regular board meeting as presented.

Motion by Barbara George, second by Angela Mitchell.

Final Resolution: Motion Passed

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

A. Convening Items

Subject	3. Public Comment on Closed Session Items
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Meeting	Jan 9, 2019 - SLOCCCD Board of Trustees
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Access	Public
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Type	Information
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The public may address the Board of Trustees on any matter pertaining to the College District that is not on the agenda. The public may also address the Board on each of the remaining items on the agenda. This is an opportunity for the public to address any agenda item under consideration by the board in closed session. Comments will generally be limited by the President of the Board of Trustees to three (3) minutes per item. If a large number of individuals wish to speak on a specific item, the Board may limit total input to thirty (30) minutes on any item. Individuals wishing to speak are asked to complete a request card and hand it to the Board secretary.

B. Closed Session

Subject **1. Public Employee Performance Evaluation; Government Code, Section 54957(b)**

Meeting Jan 9, 2019 - SLOCCCD Board of Trustees

Access Public

Type Discussion

Monthly mutual review of the Superintendent/President's goals.

B. Closed Session

Subject **2. Conferences with Labor Negotiators; Government Code Section 54967.6, Classified Employees**

Meeting Jan 9, 2019 - SLOCCCD Board of Trustees

Access Public

Type Action, Discussion

Preferred Date Jan 09, 2019

Absolute Date Jan 09, 2019

Fiscal Impact No

Budgeted No

Budget Source N/A

Recommended Action Address items as presented.

Originator: Human Resources and Labor Relations

Presented by: Melissa Richerson, Vice President Human Resources and Labor Relations

Instructions Regarding Cuesta College Classified United Employees (CCCUE) Negotiations

B. Closed Session

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

Meeting Jan 9, 2019 - SLOCCCD Board of Trustees

Access Public

Type Action, Discussion

Preferred Date Jan 09, 2019

Absolute Date Jan 09, 2019

Fiscal Impact No

Budgeted No

Budget Source N/A

Recommended Action Address items as presented.

Originator: Human Resources and Labor Relations

Presented by: Melissa Richerson, Vice President Human Resources and Labor Relations

Instructions Regarding Cuesta College Federation of Teachers (CCFT) Negotiations

B. Closed Session

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

Meeting Jan 9, 2019 - SLOCCCD Board of Trustees

Access Public

Type Action, Discussion

Preferred Date Jan 09, 2019

Absolute Date Jan 09, 2019

Fiscal Impact No

Budgeted No

Budget Source N/A

Recommended Action Address items as presented.

Agency Negotiator: Jill Stearns, Ph.D

Instructions Regarding Unrepresented Employees; Management, Supervisor and Confidential Employees.

B. Closed Session

Subject **5. Public Employee Discipline/Dismissal/Release, Pursuant to Government Code Section 54957**

Meeting Jan 9, 2019 - SLOCCCD Board of Trustees

Access Public

Type Action, Discussion

Preferred Date Jan 09, 2019

Absolute Date Jan 09, 2019

Fiscal Impact No

Budgeted No

Budget Source N/A

Recommended Action Address items as presented.

Originator: Human Resources and Labor Relations

Presented by: Melissa Richerson, Vice President Human Resources and Labor Relations

Background Information:

N/A

Current Considerations:

C. Reconvening Items

Subject	1. Pledge of Allegiance
Meeting	Jan 9, 2019 - SLOCCCD Board of Trustees
Access	Public
Type	Procedural

C. Reconvening Items

Subject **2. Announcement of Action in Closed Session**

Meeting Jan 9, 2019 - SLOCCCD Board of Trustees

Access Public

Type Procedural

Once a closed session has been completed, the legislative body must convene in open session. (GovCode § 54957.7(b).) If the legislative body took final action in the closed session, the body may be required to make a report of the action taken and the vote thereon to the public at the open session. (GovCode § 54957.1(a).) The report may be made either orally or in writing. (GovCode § 54957.1(b).)

C. Reconvening Items

Subject **3. Introductions and Recognitions**

Meeting Jan 9, 2019 - SLOCCCD Board of Trustees

Access Public

Type Information

Department Heads/Supervisors will introduce new employees and announce promotions to the board.

Admin Content

A check presentation will take place from Wilshire Health and Community Services, in support of the Cuesta Nursing Program (\$5000.00). Representatives present:

Tricia Ritchie - CEO

Jessica Mello - Director of Outreach and Fund Development

Ron Yukelson - Chief Operation and Strategy Officer

C. Reconvening Items

Subject	4. Public Comment
Meeting	Jan 9, 2019 - SLOCCCD Board of Trustees
Access	Public
Type	Information

The public may address the Board of Trustees on any matter pertaining to the College District that is not on the agenda. The public may also address the Board on each of the remaining items on the agenda. Comments will generally be limited by the President of the Board of Trustees to three (3) minutes per item. If a large number of individuals wish to speak on a specific item, the Board may limit total input to thirty (30) minutes on any item. Individuals wishing to speak are asked to complete a request card and hand it to the Board secretary.

D. Consent

Subject	1. Consent Agenda
Meeting	Jan 9, 2019 - SLOCCCD Board of Trustees
Access	Public
Type	Action (Consent)

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

Background Information:

The consent agenda is an instrument under Robert's Rules of Order that enables the body to consider and approve a grouping of routine items that do not require board discussion and to take action through a single agenda item. In voting to approve (i.e. consent to) what is on the consent agenda, the board is on record as having approved/accepted or given its blessing to these matters. It has established a record of having met its fiduciary or oversight responsibility (i.e. assure that no harm is done) over a wide range of matters, all of which have already occurred. Adding value to or insuring the soundness of future actions is the highest leverage activity of governance. The consent agenda strengthens board discipline and responsibility. Use of a consent agenda encourages members to read their packets in advance, foregoing unnecessary reconsideration of items included therein. It sets a higher standard for review of the packet prior to the meeting.

Current Considerations:

The following items are presented for approval under the Consent Agenda.

2. Board Minutes for the SLOCCCD December 5, 2018 regular board meeting.
3. Payroll Orders for December 2018.
4. Warrant listings for December 2018.
5. Public Employee Appointments, Changes, Resignations, and Retirements.
6. Proposed new and revised job descriptions.
7. Declaration of Surplus Equipment.

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.

Motion & Voting

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

Motion by Barbara George, second by Patrick W Mullen.

Final Resolution: Motion Passed

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

D. Consent

Subject **2. Board Minutes - December 5, 2018**

Meeting Jan 9, 2019 - SLOCCCD Board of Trustees

Access Public

Type Action (Consent), Minutes

Fiscal Impact Yes

Budgeted Yes

Budget Source General and Categorical Funds

Recommended Action Adopt the draft minutes of the December 5, 2018 regular board meeting, as presented.

Minutes [View Minutes](#) for Dec 5, 2018 - SLOCCCD Board of Trustees

Originator: Executive Assistant to the Board

Presented by: Dr. Jill Stearns, Superintendent/President

Background Information:

The Board maintains a written record of its public meeting proceedings as required by the Brown Act. The minutes provide an official record of the actions taken by the Board.

Current Considerations:

The draft minutes for the December 5, 2018 regular meeting are attached for review and adoption.

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.

Motion & Voting

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

Motion by Barbara George, second by Patrick W Mullen.

Final Resolution: Motion Passed

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

D. Consent

Subject **3. Payroll Orders for December 2018**

Meeting Jan 9, 2019 - SLOCCCD Board of Trustees

Access Public

Type Action (Consent)

Fiscal Impact Yes

Dollar Amount \$4,160,841.85

Budgeted Yes

Budget Source General Fund, Revenue, and Categorical Funding

Recommended Action Accept the payroll orders for December 2018, as presented.

Originator: HR/Payroll

	Amount	Employees
Mid-Month:	\$192,802.78	303
End of Month:	\$3,968,039.07	738

Total: \$ 4,160,841.85 1041

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.

Motion & Voting

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

Motion by Barbara George, second by Patrick W Mullen.

Final Resolution: Motion Passed

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

D. Consent

Subject **4. Warrant Listings for December 2018**

Meeting Jan 9, 2019 - SLOCCCD Board of Trustees

Access Public

Type Action (Consent)

Fiscal Impact Yes

Dollar Amount \$3,432,275.08

Budgeted Yes

Budget Source General and Restricted Funds

Recommended Action Accept warrant listings for December 2018

Originator: Accounts Payable

Check Date	Amount
11/28/18	\$ 450,366.07
12/03/18	\$ 348,245.07
12/05/18	\$ 297,918.54
12/10/18	\$ 1,048,181.15
12/12/18	\$ 719,264.66
12/17/18	\$ 568,299.59

Total **\$ 3,432,275.08**

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.

Motion & Voting

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

Motion by Barbara George, second by Patrick W Mullen.

Final Resolution: Motion Passed

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

D. Consent

Subject	5. Public Employee Appointments; Government Code Section 54957(b) - Employee Appointments, Changes, Resignations, Retirements, Disciplines, Dismissals and Releases
Meeting	Jan 9, 2019 - SLOCCCD Board of Trustees
Access	Public
Type	Action (Consent)
Preferred Date	Jan 09, 2019
Absolute Date	Jan 09, 2019
Fiscal Impact	Yes
Dollar Amount	\$535,691.00
Budgeted	Yes
Budget Source	There is no annual fiscal impact for new faculty positions at this time. There are no faculty changes to report at this time. The annual fiscal impact for new classified hires is \$154,560.00, of which \$105,588.00 is general funds, and \$48,972.00 are categorical funds. The annual fiscal impact for new administrative or management new hires is \$77,832, all of which are general funds. The annual fiscal impact to the management, supervisor, confidential and classified changes is \$53,964, all of which are general funds. The annual fiscal impact of short-term, temporary hires is \$135,190.00 of which \$87,584.00 are general funds, \$42,215.00 are restricted funds, and \$5,391.00 are revenue funds. The annual fiscal impact of student employee hires is \$114,145.00 of which \$17,261.00 are general funds, \$95,784.00 are restricted funds, and \$1,100.00 are revenue funds.
Recommended Action	Approve public appointments, changes, resignations, retirements, disciplines, dismissals and releases as presented.

Originator: Human Resources and Labor Relations

Presented by: Melissa Richerson, Vice President of Human Resources and Labor Relations Relations

Background Information: This item presents the proposed salary/wages for appointments, changes, retirements, resignations, disciplines, dismissals, releases, faculty, classified, management, supervisors, confidential, short-term/temporary and student employees.

Current Considerations: See Attachments for detail.

File Attachments

Board of Trustees - Personnel Transactions_Attachment A.pdf (321 KB)

Board of Trustees_Personnel Transactions_Student Employees_Attachment B.pdf (274 KB)

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.

Motion & Voting

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

Motion by Barbara George, second by Patrick W Mullen.

Final Resolution: Motion Passed

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

D. Consent

Subject **6. Proposed New and Revised Job Descriptions for Classified, Faculty, Management, and Short-term/Temporary Designations**

Meeting Jan 9, 2019 - SLOCCCD Board of Trustees

Access Public

Type Action (Consent)

Preferred Date Jan 09, 2019

Absolute Date Jan 09, 2019

Fiscal Impact No

Budgeted No

Budget Source N/A

Recommended Action Approve the proposed new and revised job descriptions as presented.

Originator: Human Resources & Labor Relations

Presented by: Melissa Richerson, Vice President, Human Resources & Labor Relations

Background Information:

The proposed new or revised job descriptions are submitted to facilitate updates in industry language, reclassification, and/or recruitment.

Current Considerations:

The following job descriptions are attached for the Board's review and approval:

- Auxiliary Services Coordinator (New)
- Auxiliary Services Technician (Revised)
- Coordinator, International Student Programs (New)
- Safety Compliance Coordinator (Revised)

File Attachments

Safety Compliance Coordinator (Revised).docx (30 KB)

Safety Compliance Coordinator MARK UP (Revised 12-2018).pdf (89 KB)

Auxiliary_Services_Coordinator (NEW).docx (30 KB)

Auxiliary_Services_Technician (MARKUP) 2018.pdf (90 KB)

Auxiliary_Services_Technician_(Revised)_11.2018.docx (29 KB)

Coordinator, International Student Programs Job Description 11-2018 (NEW).pdf (31 KB)

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.

Motion & Voting

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

Motion by Barbara George, second by Patrick W Mullen.

Final Resolution: Motion Passed

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

D. Consent

Subject **7. Declaration of Surplus Equipment**

Meeting Jan 9, 2019 - SLOCCCD Board of Trustees

Access Public

Type Action (Consent)

Fiscal Impact No

Budgeted No

Recommended Action Declare the listed equipment as obsolete and approve of its disposal, as presented.

Originator: Administrative Services

Presented by: Dan Troy, Vice President of Administrative Services

Background Information:

The Purchasing Department has received the following items to be deemed obsolete:

IT Department

These items are obsolete and will be sent to E-Waste:

Description	Serial VIN Nbr
3991835-B21 DL ProLiant DL 380 G5 Server	USE 827N7P5
3991835-B21 DL ProLiant DL 380 G5 Server	USE 827N7P4
Nexsan E48 Expansion Option DP48-16/1:	
Nexsan E48 Storage, E482-7/450:	NA
H2F-14450HFRG/Nexan SASboy system	
H2F-14450HFRG/Nexan SASboy system	350014B78
G1F/421000HERG/Nexan Sata Beast Raid System	NA
BROCADE SWITCHES	NA
BR-6510-24-8G-R, BROCADE 6510,024P, 8GB SWL SFPS	NA
BR-6510-24-8G-R, BROCADE 6510,024P, 8GB SWL SFPS	NA
BR-6510-24-8G-R, BROCADE 6510,024P, 8GB SWL SFPS	NA
BR-6510-24-8G-R, BROCADE 6510,024P, 8GB SWL SFPS	NA

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.

Motion & Voting

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

Motion by Barbara George, second by Patrick W Mullen.

Final Resolution: Motion Passed

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

E. Business Agenda

Subject **1. Curriculum Recommendations**

Meeting Jan 9, 2019 - SLOCCCD Board of Trustees

Access Public

Type Action, Discussion

Fiscal Impact No

Recommended Action Approve the Curriculum recommendations as presented.

Originator: Curriculum Committee

Presented by: Alex Kahane, Curriculum Committee Chair

Background Information:

The following are key points from the December Curriculum meeting:

- This meeting had the largest agenda of the year since it was the deadline for proposals to be included in the 2019-2020 catalog.
- **Subcommittee reports** included Caps, DE, General Education, and MQDD.
- **Liberal Arts degrees in Social & Behavioral Studies, and Sciences** received their annual updates which included more course options being added, and the removal of a course no longer being offered.
- HOSP new courses and modifications support the proposed **new Hospitality ADT**.

Current Considerations:

New Courses

AGPS 230 Principles of Irrigation
ARCH 217 History of World Architecture I
ART 250 Work Experience in Art
CHEM 231 Biochemistry
CUL 215 Food Safety and Sanitation
CUL 713 Basic Food Safety and Sanitation
EMS 213 Paramedic Internship
ENGL 101 Support for English Composition
ENGR 200 Introduction to Robotics
ENGR 205 Survey of Manufacturing
GEOL 253 Work Experience in Geographic Information Systems
HDHS 219 Introduction to Queer Studies
HOSP 250 Introduction to Hotel Management
HOSP 270 Hospitality Cost Control
HOSP 700 Introduction to Hospitality
HOSP 725 Hospitality Law
HOSP 730 Introduction to Food and Beverage Management
HOSP 750 Introduction to Hotel Management
HOSP 770 Hospitality Cost Control
KINA 209 Introduction to Ultimate Frisbee
KINA 235 Hiking San Luis Obispo County Trails
KINA 244 Restorative Yoga
KINA 245 Power Yoga
MATH 147S Statistics Support
NCTE 615 Foster Youth Child Advocate I
NCTE 616 Foster Youth Child Advocate 2
NCTE 720 Green Business Certification
NCTE 725A CA Conservation Awareness
PDS 105 Survey of Emergency Response
PDS 120 Green Business Certification

Major Modifications

AGM 220 Farm Power

ATCH 264 Emission Control/Smog License Preparations
CUL 213 Basic Food Safety and Sanitation
CUL 220 Culinary Arts Fundamentals II
CUL 225 Baking and Baking Science I
ECE 203 Curriculum for Young Children
ECE 205 Intro to ECE: Principles and Practices
ECE 206 Observations, Recording Techniques and Assessment
ECE 211 Music and Movement
ECE 216 Practicum: Curriculum/Environment Supervised Field Experience
ECE 220 Art for Children
ECE 236 Intro to Children with Special Needs
ECE 245 Adult Supervision and Mentoring
EMS 212 Paramedic Internship
ENGL 099 Basic Reading and Writing
ENGL 156 College Reading and Writing
ENGL 180 Introduction to English Composition
ENGL 201A English Composition
ENGL 201B Composition: Intro to Literature/Critical Thinking
ENGR 201 Plane Surveying
HDHS 279 Treatment and Case Management
HDHS 289 Human Services Seminar
HDHS 289A Fieldwork: Addiction
HDHS 289B Fieldwork: Social Work/Human Services
HDHS 289C Fieldwork: Parent Coach Education
HDHS 289D Fieldwork: Paraprofessional Counseling
HOSP 200 Introduction to Hospitality
HOSP 225 Hospitality Law
HOSP 230 Intro to Food and Beverage
KINA 251 Half/Marathon Training
MATH 255 Calculus for Business and Management
NCTE 701 Skill Building for Work and Community Life
PSCI 210 Survey of Chemistry and Physics

New Degrees/Certificates

AST Hospitality Management
CA Child Development for Elementary Educators
CA Child Development Master Teacher
CA Child Development Site Supervisor
CA Equipment Technician
CA Hospitality Management Foundation
CA Hospitality Management Noncredit

Degrees/Certificates Modifications

AA Business Administration - Career Track
AA Child Development/Early Childhood Education
AA Human Development/Human Services
AA Liberal Arts - Science
AA Liberal Arts - Social and Behavioral Sciences
AAT Social Justice Studies
CA Addiction Studies Foundation
CA Child Development Associate Teacher
CA Child Development Teacher
CA Nutrition Education/Coaching
CA Paraprofessional Counseling
CA Parenting Education/Family Coach
CS Computer Networking Support

CCCCO Minimum Qualifications

AGPS 230 Principles of Irrigation
ARCH 217 History of World Architecture I
ART 250 Work Experience in Art
CHEM 231 Biochemistry
CUL 215 Food Safety and Sanitation
EMS 213 Paramedic Internship
ENGL 101 Support for English Composition

ENGR 200 Introduction to Robotics
ENGR 205 Survey of Manufacturing
GEOL 253 Work Experience in Geographic Information Systems
HOSP 200 Introduction to Hospitality
HOSP 225 Hospitality Law
HOSP 230 Intro to Food and Beverage
HOSP 250 Introduction to Hotel Management
HOSP 270 Hospitality Cost Control
HOSP 700 Introduction to Hospitality
HOSP 725 Hospitality Law
HOSP 730 Introduction to Food and Beverage Management
HOSP 750 Introduction to Hotel Management
KINA 209 Introduction to Ultimate Frisbee
KINA 235 Hiking San Luis Obispo County Trails
KINA 244 Restorative Yoga
KINA 245 Power Yoga
KINA 251 Half/Marathon Training
MATH 147S Statistics Support
NCTE 615 Foster Youth Child Advocate I
NCTE 616 Foster Youth Child Advocate 2
NCTE 720 Green Business Certification
NCTE 725A CA Conservation Awareness
PDS 105 Survey of Emergency Response
PDS 120 Green Business Certification
GLST 210 Introduction to Global Studies (approved at May 4, 2018 Curriculum Committee Meeting)
GLST 220 Global Issues (approved at May 4, 2018 Curriculum Committee Meeting)

General Education

ARCH 217 History of World Architecture I
CHEM 231 Biochemistry

Distance Education

ARCH 217 History of World Architecture I
ART 250 Occupational Work Experience in Art
CNET 221 Computer Workstation Administration
CNET 254 Server Maintenance and Administration
CUL 213 Basic Food Safety and Sanitation
CUL 215 Food Safety and Sanitation
CUL 713 Basic Food Safety and Sanitation
ECE 203 Curriculum for Young Children
ENGL 180 Introduction to English Composition
ENGR 200 Introduction to Robotics
ENGR 201 Plane Surveying
ENGR 205 Survey of Manufacturing
GEOL 253 Work Experience in Geographic Information Systems
MATH 255 Calculus for Business and Management

Subject Letter Code Prefix Change

BUS change to ACCT - This change will only affected a selection of BUS Courses.

File Attachments

[Board Agenda Vice President Approval.pdf \(659 KB\)](#)
[December 7 2018 CC Meeting Outlines.pdf \(2,584 KB\)](#)

Motion & Voting

E. Business Agenda

Subject **2. Budget Development and College Planning**

Meeting Jan 9, 2019 - SLOCCCD Board of Trustees

Access Public

Type Discussion, Information

Originator: Administrative Services

Presented by: Dan Troy, Vice President of Administrative Services

Background Information:

This is a recurring item during which the Vice President of Administrative Services speaks to activities and developments regarding college planning and budget issues.

Current Considerations:

Presentation information will occur based on real-world timing and availability.

- Latest Budget news
- Budget Development

E. Business Agenda

Subject	3. Amendment to College and Career Access Pathways (CCAP) Between San Luis Obispo County Community College District and Templeton Unified School District
Meeting	Jan 9, 2019 - SLOCCCD Board of Trustees
Access	Public
Type	Action
Fiscal Impact	No
Recommended Action	Approve the amendment to the 2018-2019 existing College and Career Access Pathways (CCAP), as presented.

Originator: Academic Affairs

Presented by: Dr. Deborah Wulff, Assistant Superintendent/Vice President, Academic Affairs

Background Information:

PEDS 111: CAREER PLANNING: ATTITUDES AND APTITUDES

Presents students with the second installment of an online career and education 10-year plan.

The personalized 10-year plan provides the focus and intrinsic motivation to succeed in college, at work, and in life. Students revisit the plan as they explore the following: how their year-to-year changes impact lifestyle, career and education goals; high-demand careers that match their interests and aptitudes; education and training options and how to make school affordable; skills needed for college and career success; and how to update their 10-year plan to keep their future on schedule.

Estimate of Sections: 5 sections, 1 unit; 5.14 FTES, not to exceed 150 students

Current Considerations:

This amendment to the 2018-2019 existing College and Career Access Pathways (CCAP) revises the components described in the amendment and shall be made valid as if they are included in the original stated agreement.

File Attachments
[TUSD_2018_amendment.pdf \(104 KB\)](#)

Motion & Voting

Approve the amendment to the 2018-2019 existing College and Career Access Pathways (CCAP), as presented.

Motion by Barbara George, 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

E. Business Agenda

Subject 4. CCCT Board Elections - 2019, Call for Nominations

Meeting Jan 9, 2019 - SLOCCCD Board of Trustees

Access Public

Type Discussion, Information

Originator: President's Office

Presented by: Dr. Stearns, Superintendent/President

Background Information:

Correspondence was received from the Community College League of California calling for nominations for candidates to the CCCT board for 2019 (Attached). Nominations will be accepted from January 1 through February 15, 2019.

The CCCT board serves a major role within the Community College League of California. Meeting five times a year, the twenty-one member board provides leadership and direction to ensure a strong voice for locally elected governing board members.

Current Considerations:

This information is provided to the Board for consideration of nominations to the CCCT 2019 Board.

Board members interested in either serving or nominating someone may acquire the official nominating form and supporting documentation from the President's Office, 546-3118; tfrederi@cuesta.edu. Nomination Ballots must include an official Biographical Sketch Form and Statement of Candidacy (Attached). It is recommended, although not required, that nomination materials be sent via certified mail. Faxed materials will not be accepted.

The election of members of the CCCT board will take place between March 10 and April 25, 2019. Each member district board of trustees will have one vote for each open seat on the CCCT board. CCCT board members are elected for three-year terms. No CCCT board member shall serve more than three (3) full terms consecutively.

For 2019, seven (7) persons will be elected to the CCCT board. There are five (5) incumbents eligible to run for re-election and two vacancies due to trustees that have reached their three-term limit. Election results will be announced at the CCCT annual conference in May.

The newly elected members of the board will assume their responsibilities at the conclusion of the annual conference (May 5, 2019), and the President of the CCCT board will administer the Oath of Office at the June 21-22, 2019 meeting in Sacramento.

File Attachments

[2019_CCCTNominationPacket.pdf \(159 KB\)](#)
[2019 ALL_FillableForms.pdf \(389 KB\)](#)

E. Business Agenda

Subject 5. Review and accept the Audit Report for the District for the year ending June 30, 2018

Meeting Jan 9, 2019 - SLOCCCD Board of Trustees

Access Public

Type Action

Fiscal Impact No

Budgeted No

Recommended Action Accept the Audit Report for the District for the year ending June 30, 2018, as presented.

Originator: Administrative Services

Presented by: Dan Troy, Vice President of Administrative Services

Background Information:

An annual financial and compliance audit is required by Education Code 84040 as the final examination of the annual financial statements' fairness and reliability. The audit is in accordance with the auditing standards generally accepted in the United States and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that the auditor plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall basic financial statement presentation.

Current Considerations:

It is the auditor's opinion, based on their audit, that the basic financial statements present fairly, in all material respects, the financial position of the San Luis Obispo County Community College District as of June 30, 2018, and the respective changes in the financial position and cash flows, for the year then ended, are in conformity with the accounting principles generally accepted in the United States.

The audit received an "unmodified opinion."

File Attachments

SLOCCCD Final Audit Report.pdf (1,406 KB)

Motion & Voting

Accept the Audit Report for the District for the year ending June 30, 2018, as presented.

Motion by Patrick W Mullen, 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

Subject **6. Review and accept the Audit Report for the General Obligation Bond Fund (Measure L) for the year ending June 30, 2018**

Meeting Jan 9, 2019 - SLOCCCD Board of Trustees

Access Public

Type Action

Fiscal Impact No

Budgeted No

Recommended Action Accept the Audit Report for the General Obligation Bond Fund (Measure L) for the year ending June 30, 2018

Originator: Administrative Services

Presented by: Dan Troy, Vice President of Administrative Services

Background Information:

The certified public accounting firm of Vavrinek, Trine, Day & Co., LLP. has completed the annual Measure L Audit Reports. The report is for board review and acceptance. The financial statements are the responsibility of the District's management. The auditor's responsibility is to express opinions on the financial statements based on their audit.

Measure L Bond Performance and Financial Audit Reports

San Luis Obispo County Community College District is a Proposition 39 bond. Proposition 39 requires that an annual comprehensive performance audit and financial audit be conducted.

Performance Audit Report - The auditors' Performance Review Audit Report did not reveal any items that were paid from the Measure L Bond Construction Fund that did not comply with the purpose of the Bonds that were approved on November 4, 2014. It is the opinion of our auditors that San Luis Obispo County Community College District "expended Measure L General Obligation Bond funds for the year ended June 30, 2018 only for the specific projects developed by the District's Governing Board and approved by the voters, in accordance with the requirements of Proposition 39, as specified by section 1(b)(3)C of Article XIII A of the California Constitution."

Financial Audit Report - It is the opinion of our auditors that the financial statements "present fairly, in all material respects, the financial position of the Measure L Bond Fund of San Luis Obispo County Community College District as of June 30, 2018, and the changes in financial position for the year then ended, in accordance with accounting principles generally accepted in the United States of America."

For both Measure L Audit Reports, there were no management comments or findings representing reportable conditions, material weaknesses, or instances of noncompliance related to the audit.

Current Considerations:

It is recommended the Board accept the Audit Report for the General Obligation Bond Fund (Measure L) for the year ending June 30, 2018.

File Attachments SLOCCCD Measure L Final Audit Report.pdf (379 KB)

Motion & Voting

Accept the Audit Report for the General Obligation Bond Fund (Measure L) for the year ending June 30, 2018

Motion by Angela Mitchell, 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

E. Business Agenda

Subject **7. Student Success Metrics**

Meeting Jan 9, 2019 - SLOCCCD Board of Trustees

Access Public

Type Discussion, Information

Originator: President's Office

Presented by: Dr. Jill Stearns, Superintendent/President

Background Information:

In July 2017, the California Community Colleges (CCC) Chancellor's Office released Vision for Success: Strengthening the California Community Colleges to Meet California's Needs. Citing the economic and educational needs of California, this document established a vision for improvement, including clear goals and a set of commitments needed to reach those goals.

The Vision for Success deliberately included just a handful of concrete student outcome goals in order to establish a clear message about what matters most, and a clear and simple focus for the system as a whole. The ultimate aim of the CCCs is to help students complete their educational goals—whether a degree, certificate, transfer, or good job. The Vision for Success goals reflect this ultimate mission, as well as the need to serve the State of California efficiently and equitably.

Current Considerations:

The goals of the Vision for Success are summarized as follows:

GOAL 1: Completion

Systemwide, increase by at least 20 percent the number of CCC students annually who acquire associate degrees, credentials, certificates, or specific job skill sets that prepare them for in-demand jobs by 2021-22.

GOAL 2: Transfer

Systemwide, increase by 35 percent the number of CCC students transferring annually to a UC or CSU by 2021-22.

GOAL 3: Unit Accumulation

Systemwide, decrease the number of units accumulated by CCC students earning associate degrees, from an average of approximately 87 total units to an average of 79 total units by 2021-22.

GOAL 4: Workforce

Systemwide, increase the percent of exiting CTE students who report being employed in their field of study, from the most recent statewide average of 69% to 76% by 2021-22.

GOAL 5: Equity

Systemwide, reduce equity gaps across all of the above measures through faster improvements among traditionally underrepresented student groups, with the goal of cutting achievement gaps by 40 percent by 2021-22 and fully closing those achievement gaps for good by 2026-27.

The Superintendent/President will walk through the Chancellor's directive and review available data relative to the District, and discuss setting the course for the District's approach.

File Attachments
[Student_Metrics_Presentation_Jan_BrdMtg.pdf \(102 KB\)](#)

E. Business Agenda

Subject	8. Employment Contracts
Meeting	Jan 9, 2019 - SLOCCCD Board of Trustees
Access	Public
Type	Action (Consent)
Preferred Date	Jan 09, 2019
Absolute Date	Jan 09, 2019
Fiscal Impact	No
Budgeted	No

Recommended Action Approval of the employment contracts as presented.

Originator: Human Resources and Labor Relations

Presented by: Melissa Richerson, Vice President, Human Resources and Labor Relations

Background Information:

The attached employment contracts are being presented for review to address contracts expiring 6/30/2019 as well as revisions to existing contracts.

Current Considerations:

Approval of the revised management contracts.

- Associate Director, Student Success Centers (Revision)
- Interim Associate Director of Allied Health (New)

File Attachments Michael McDonough Contract 2018-2019.docx (19 KB) Siboney Guaradado Contract 2019-2020 (REVISED).docx (20 KB)
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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.

Motion & Voting

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

Motion by Barbara George, second by Patrick W Mullen.

Final Resolution: Motion Passed

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

E. Business Agenda

Subject **9. Retired Classified Emeritus Recommendations**

Meeting Jan 9, 2019 - SLOCCCD Board of Trustees

Access Public

Type Action

Fiscal Impact No

Recommended Action Approve the recommendations to confer classified emeritus status for Jean E. Leleaux, Wendy Wagoner, and Judy Beier, as presented.

Originator: Cuesta College Classified United Employees

Presented by: Dr. Stearns, Superintendent/President

Background Information:

Board Policy 7265, Emeritus Management and Classified Staff Status, provides for the granting of emeritus status to management and classified staff who meet the requirement, and are recommended by the respective employee group.

Recognition of emeritus status shall include, but not be limited to the following privileges, benefits, and courtesies:

1. An official document certifying Emeritus Status of the respective employee.
2. All employees who have Emeritus Status shall have their names listed in the college catalog.
3. A library card allowing full use of the library.
4. Complimentary or reduced price admission to Cuesta College athletic, dramatic, film, lecture, musical, and other events at Cuesta College will be provided on the same basis as that provided to other regularly employed staff members.
6. Use of recreational and social facilities of the college with access and ticket arrangement similar to that available to the regularly employed Cuesta College staff.
7. Eligibility to receive campus news publications upon request.
8. A permanent emeritus parking permit.
9. A waiver of all fees to audit a course offered as part of the regular college curriculum (excluding courses offered through Community Education).
10. Eligibility to participate in Cuesta's Wellness Program on the same fee or non-fee basis as regularly-employed staff members.

Current Considerations:

As recommended by the Cuesta College Classified United Employees, the Superintendent/President endorses the following employees for Emeritus Status:

Name	Position	Hired	Retired	Yrs
Jeanie Leleaux	Scheduling Technician	7/16/2001	7/01/2018	17
Wendy Wagoner	Reprographics Technician	7/06/1993	12/29/2018	25
Judy Beier	Division Assistant, English	12/18/2001	9/30/2018	17

Motion & Voting

Approve the recommendations to confer classified emeritus status for Jean E. Leleaux, Wendy Wagoner, and Judy Beier, as presented.

Motion by Barbara George, 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

Subject 10. Proposed list of agenda items for the next regularly scheduled meeting.

Meeting Jan 9, 2019 - SLOCCCD Board of Trustees

Access Public

Type Discussion

Originator: Superintendent/President

Presented by: Superintendent/President

Background Information:

The Board proposes agenda items as deemed necessary or as part of the regular board business.

Current Considerations:

The Board will discuss the proposed agenda items for the February 6, 2019 regular meeting and make recommendations with regard to adding or removing items.

Board Workshop - Budget (Governors' January Release)

Action/Discussion/Information

- Faculty Tenure/Tenure Track Recommendations
- Sabbatical Leave Recommendations
- Budget and Planning Updates
- Board Policy Review
- Facilities/Project Contracts

Consent Agenda Items

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

Reports

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

Agenda Items Pending / Not yet scheduled

- Naming Opportunities - Temporary to Permanent (George)
- Teaching Credentialing Program – Outlook and Partnerships (Board)
- Facilities Use – Processes and Fees – (Board)
- Accreditation Training - ACCJC (August 2019)

F. Contracts Bond Projects

Subject	1. Prime Contract Change Order No. 013 with Newton Construction, BP 01 Structural & Site Concrete for the North County Campus Center
Meeting	Jan 9, 2019 - SLOCCCD Board of Trustees
Access	Public
Type	Action
Fiscal Impact	Yes
Dollar Amount	\$41,532.00
Budgeted	Yes
Budget Source	Measure L Bond Funds
Recommended Action	Ratify Prime Contract Change Order No. 013 with Newton Construction, BP 01 Structural & Site Concrete for the North County Campus Center.

Originator: Administrative Services

Presented by: Dan Troy, Vice President of Administrative Services and Terry Reece, Director of Facilities Services, Planning and Capital Projects

Background Information:

With the passage of Measure L, the District has been engaged in the design, bidding and construction of projects identified as immediate needs. One of these projects is the design and construction of a permanent structure on the North County Campus to fulfill the needs of classrooms and faculty and staff offices that were located in structures deemed by Ed Code no longer usable after September 2015. The North County Campus Center is a new 43,000 square foot, two-story structure that will be built to house the programs and offices displaced by the removal of modular structures. The structure will house a variety of student services, such as counseling, admissions and records, and financial aid. Many other programs will reside in this multi-function building, such as the cafeteria, bookstore, student life and leadership, and the health center.

Current Considerations:

One of the immediate needs projects identified for the first issuance of Measure L was the construction of a campus center on the North County Campus. The District called for bids and awarded Bid Package #1 (BP 1 Structural & Site Concrete) to Newton Construction & Management on 05/12/2016. The contract is a base bid contract in the amount of \$2,290,000.00. Prime Contract Change Order No. 001 was ratified on 11/02/2016. Prime Contract Change Order No. 002 was ratified on 12/14/16. Prime Contract Change Orders No. 003 and No. 004 were ratified on 06/07/2017. Prime Contract Change Order No. 005 was ratified on 07/05/17. Prime Contract Change Order No. 006 was ratified on 10/04/17. Prime Contract Change Orders No. 007, No. 008, and No. 009 were ratified on 11/01/17. Prime Contract Change Order No. 010 was ratified on 02/07/18. Prime Contract Change Order No. 011 was ratified on 04/11/18. Prime Contract Change Order No. 012 was ratified on 05/02/18. Prime Contract Change Orders No. 001 through No. 012 were an overall addition to the contract in the amount of \$206,466.82, bringing the new total to \$2,496,466.82.

Prime Contract Change Order No. 013 will be the final Prime Contract Change order for BP 01, Structural and Site Concrete. The current Prime Contract Change Order is for additional expansion joints at truncated domes, reinforcing at roof terrace topping slab, measures to ensure concrete cured properly due to cold weather conditions, increase in concrete material prices, acceleration cost to have concrete sitework ahead of anticipated rainfall, start/stop due to rain, cost to muck out unsuitable subgrade for curbs and gutters, creation of an as built survey requested by the district, credit for deletion of concrete installation at stair 1 landing, increase in wages. These changes were not included in the original scope of work. These changes to scope resulted in an overall increase to the original contract in the amount of \$41,532.00. Prime Contract Change Order No. 013 will bring the new contract value to \$2,537,998.82. The funding for this contract is already identified in the Measure L master budget.

File Attachments

PCCO.No.013.Newton.BP01.Nov2018.pdf (485 KB)

F. Contracts Bond Projects

Subject **2. Increase to Project Assignment No. One (1) with Chris D. Blair as Inspector of Record for San Luis Obispo Instructional Building**

Meeting Jan 9, 2019 - SLOCCCD Board of Trustees

Access Public

Type Action

Fiscal Impact Yes

Dollar Amount \$47,880.00

Budgeted Yes

Budget Source Measure L Bond Funds

Recommended Action Ratify Increase to Project Assignment No. One (1) entered into with Chris D. Blair as Inspector of Records for San Luis Obispo Instructional Building, as presented.

Originator: Administrative Services

Presented by: Dan Troy, Vice President of Administrative Services and Terry Reece, Director of Facilities Services, Planning and Capital Projects

Background Information: With the passage of the Measure L Bond (2014), the District is engaged in the design, bidding and implementation of renovation/new construction projects at the District's two main campuses. These projects range from immediate needs such as roof replacement and interim housing, to long-range projects such as new buildings. One of the immediate projects addressed was the construction of a 32,000 square foot Instructional Building on the San Luis Obispo Campus.

One of the required elements of construction of the San Luis Instructional Building is to have an Inspector of Record (IOR) contracted. Chris D. Blair was selected as the IOR for the San Luis Instructional Building.

Current Considerations: Project Assignment No. One (1) with Chris D. Blair was ratified on 03/02/16 for a not-to-exceed amount of \$337,600.00. The duration of the construction timeline was extended and an extension to the IOR contract was needed. A proposal was received from Chris D. Blair for an extension of services for three months for a not-to-exceed amount of \$47,880.00. The District entered into this extension in December 2017. The funding for this Project Assignment has been identified in the Measure L master budget.

File Attachments ChrisBlair.ProjNo.1.Extention.Dec2017.pdf (356 KB)
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G. Stakeholder Reports

Subject **1. Reports from Employee Organizations and the Superintendent/President**

Meeting Jan 9, 2019 - SLOCCCD Board of Trustees

Access Public

Type Information, Report

Cuesta College Federation of Teachers (CCFT) – Dr. Debra Stakes

Management Senate – Dr. Jason Curtis

Cuesta College Classified United Employees (CCCUE) – Rebecca Carter

On behalf of our members, CCCUE would like to wish everyone a Happy New Year. We hope that everyone enjoyed their time off and had a wonderful holiday season. We would also like to take this time to acknowledge and thank Dr. Stearns for her expedient follow up on a topic we approached at our first "official" meeting. Classified staff are extremely excited at the prospect of once again being able to teach! Thank you again for an opportunity CCCUE believes will yield benefits for both the staff and college. We look forward to your continued support for many years to come.

Academic Senate – Stacy Millich

Superintendent/President – Dr. Stearns

G. Stakeholder Reports

Subject	2. Updates/Information from Board Members
Meeting	Jan 9, 2019 - SLOCCCD Board of Trustees
Access	Public
Type	Information, Report

H. Institutional Reports

Subject **1. Foundation Monthly Report of Activity**

Meeting Jan 9, 2019 - SLOCCCD Board of Trustees

Access Public

Type Information, Report

Originator: The Cuesta College Foundation

Presented by: Shannon Hill, Executive Director, Institutional Advancement and The Cuesta College Foundation

Background Information: Foundation monthly donations reported to the Board of Trustees

File Attachments

November_2018_Monthly SUMMARY.pdf (29 KB)

November_2018_Monthly_REPORT.pdf (50 KB)

H. Institutional Reports

Subject **2. Measure L - Implementation, Issuance, and Projects**

Meeting Jan 9, 2019 - SLOCCCD Board of Trustees

Access Public

Type Information, Report

Originator: Administrative Services

Presented by: Dan Troy, Vice President of Administrative Services and Terry Reece, Director of Facilities Services, Planning and Capital Projects and Brian McAlister, Associate Director of Bond Projects

Background Information:

This is a recurring item during which Dan Troy, Vice President of Administrative Services, Terry Reece, Director of Facilities Services, Planning and Capital Projects, and Brian McAlister, Associate Director of Bond Projects speak to activities and developments regarding Measure L, the District's \$275 million general obligation bond.

Current Considerations:

The following items will be discussed:

- 2nd issuance projects
- 3rd issuance planning

H. Institutional Reports

Subject **3. New Agenda Item**

Meeting Jan 9, 2019 - SLOCCCD Board of Trustees

Access Public

Type

Originator:

Presented by:

Background Information:

Current Considerations:

I. Discussion

Subject **1. January Monthly Board Self Evaluation**

Meeting Jan 9, 2019 - SLOCCCD Board of Trustees

Access Public

Type Discussion

Background Information:

The Board of Trustees agreed to conduct a monthly self-evaluation critique. This instrument encompasses the standards mandated by the Accrediting Commission, and will provide useful information for the board members during its annual self-evaluation review process. Discussions will include board roles and responsibilities, and attainment of Board Goals. Through this evaluation process board members should identify areas for improvement, understand what they expect from themselves and each other to be an effective board, and summarize their notable accomplishments and characteristics.

Current Considerations:

- 1) Meeting and Process: What went well - What improvements could be made?
- 2) What does the Board want to learn when establishing self-evaluation tools and assessing its performance?

Ref: Cindra Smith, Ed.D., "Assessing Board Effectiveness: Resources for Board of Trustees Self-Evaluation", 2009, pg 3

File Attachments

[Brd_Devel_Cal_2018-19_By-Month.pdf \(78 KB\)](#)

[Brd_Goals_2018_19_Final.pdf \(190 KB\)](#)

J. Adjournment

Subject **1. Adjournment and Notice of Next Meeting**

Meeting Jan 9, 2019 - SLOCCCD Board of Trustees

Access Public

Type Information

Unless otherwise announced, the next meeting of the Board of Trustees will be held on Wednesday, February 6, 2019, at 3:00 p.m. in the Associated Students Auditorium, room 5401, San Luis Obispo Campus, Highway 1, San Luis Obispo, California and via polycom (video conference) N3213, Learning Resource Center, North County Campus, 2800 Buena Vista Drive, Paso Robles, California. The board will convene and recess into closed session, and reconvene in regular open session at 4:00 p.m.