

MINUTES OF REGULAR MEETING OF
STATE CENTER COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
September 2, 2014

Call to Order A regular meeting of the State Center Community College District Board of Trustees was called to order by Board President Pat Patterson at 4:30 p.m. on September 2, 2014, in the District Office Board Room, 1525 E. Weldon Avenue, Fresno, California.

Trustees Present Pat Patterson, President
Ron Nishinaka, Vice President
Dorothy Smith, Secretary
Isabel Barreras
Richard Caglia
John Leal
Eric Payne
Garret Hale, Student Trustee, FCC
Matthew Rodriguez, Student Trustee, RC

Also present were:

Bill F. Stewart, Interim Chancellor, SCCCCD
Ed Eng, Vice Chancellor of Finance and Administration, SCCCCD
George Railey, Vice Chancellor of Educational Services and Institutional Effectiveness, SCCCCD
Tony Cantu, President, Fresno City College
Sandra Caldwell, President, Reedley College
Deborah Ikeda, Campus President, Willow International Community College Center
Diane Clerou, Vice Chancellor of Human Resources, SCCCCD
Brian Speece, Associate Vice Chancellor of Business and Operations, SCCCCD
Greg Taylor, General Counsel, SCCCCD
Lucy Ruiz, Interim Executive Director, Public and Legislative Relations, SCCCCD
Pedro Avila, Assistant to the Chancellor, Enrollment Management, Admissions, Records, and Information Services
Nina Acosta, Executive Secretary to the Chancellor, SCCCCD

Approval of Minutes The minutes of the regular meeting of August 5, 2014, and special meeting of August 21, 2014, were presented for approval.

A motion was made by Trustee Smith and seconded by Trustee Barreras to approve the minutes of August 5, 2014, and August 21,

2014, as presented. The motion passed without dissent.

Public Comment

Maika Yang, newly appointed Commissioner with the State Asian Pacific Islander American Affairs Commission, stated she is very interested in working with the Board. She asked that when the Board is considering expanding centers and services to students that they make sure to consider all of Fresno.

Administer Oath of Office for 2014-2015 Student Trustees

Dr. Bill Stewart administered the Oath of Office to Reedley College 2014-2015 Student Trustee Mr. Matthew Rodriguez.

Joint District and Campus Presidents' Reports

Fresno City College President Tony Cantu reported on topics of interest from the District, Fresno City College, Reedley College, the Oakhurst and Madera Centers, and the Clovis Community College Center, which included the following highlights:

- California Community College Chancellor Brice Harris visited the District on August 6 and 7. He was the guest speaker at the districtwide managers' seminar and gave a presentation at FCC's convocation.
- As a result of the severe drought in California, the District is putting several measures into place to reduce water consumption.
- FCC Theatre Instructor Chuck Erven was interviewed by The Fresno Bee for a feature story regarding his October musical production, "Avenue Q."
- Student Services Department secretary Ernie Garcia was appointed to fill the Central 1 Region seat on the California Community College Classified Senate Board of Directors for one year.
- RC's opening day conference was held on August 7. The agenda included introduction of new staff, a budget update and work on the strategic plan.
- Oakhurst Center student activities hosted a welcome booth on August 13, which provided information on campus services and clubs.
- The Madera Center's Career Transfer Center will be up and running in the spring. The Center will provide staff, counseling, testing, and career and transfer planning services.
- Clovis Community College Center held a "Farewell to Willow" ceremony at CCCC on August 15. Speakers were Campus President Deborah Ikeda, ASG President Colin Van Loon, and College Center Assistant Patrick Stumpf. The speakers each talked

Joint District and
Campus Presidents'
Reports (continued)

about the history of Willow International and what it has become.

- A reception to honor donors of Clovis Community College Center scholarships and congratulate the recipients of those scholarships will be held on September 19 in the CCCC Library.

Academic Senate
Report

Fresno City College Academic Senate President Mary Ann Valentino reported on the following:

- The Academic Senate met three times since the last report to the Board on May 6. The Senate adopted a resolution to support the SCFT proposal that SCCC apply for and participate in the statewide office hour funding plan for part-time instructors. The Senate endorsed applications for the Educational Planning Initiative and the Common Assessment Initiative. The Senate approved AR 5055 on enrollment priorities and the District Technology Plan.
- On August 13, the Senate Executive Committee hosted its senator orientation.
- The Senate's first meeting took place on August 27. The majority of the meeting was devoted to Franz Weinschenk. Mr. Weinschenk shared personal stories reflecting on the rich history of FCC. He was an instructor for 60 years, and served as the college's first Academic Senate president in 1963.
- Next Senate meeting is September 10.

Classified Senate
Report

Reedley College Classified Senate President Jim Mulligan reported the following:

- He introduced Corinna Lemos, who will serve as new RC Classified Senate President
- He attended the CCCC Conference in Ventura
- RC has a full complement of classified senators
- The committee assignments are complete
- The Senate's work with the food pantry continues

Accreditation and
Planning Mid-Term
Report

1) District Required Planning Documents, First Reading

- Introduction and Overview: George Railey provided an introduction and timeline leading up to the presentation of the Midterm Report. Dr. Railey thanked faculty, staff and administration for their dedication and work on this report. He added a special thanks to Dr. Jothany Blackwood for leading the effort on this process.
- District Strategic Plan: George Railey reviewed the elements of the SCCC 2012-2016 Strategic Plan, the SCCC Integrated

Accreditation and
Planning Mid-Term
Report (continued)

Plan and Model, and the approved 2012 Facilities Master Plan.

- Technology: Pedro Avila provided background information for the development of the technology plan. Some of the projects that have been completed include SQL migration, new storage area network, appointment of a District Information Officer, digital phones at all locations, Blackboard Mobile Learn, improved connectivity at the Herndon Campus, and the automation of the faculty drop process. Future projects include seamless wireless access, technical set up for Clovis Community College Center, online student orientation improvements, improvements for identity management, implementation of a portal, implementation of student financial aid self-service, improving web presence, phone app for class registration, and migration.

Dr. Stewart stated that the statewide electronic educational plan is a high priority for the District and intends to spend about \$250,000 to implement the plan. Pedro Avila was instrumental in getting the District in the pilot program at no expense to the District. Mr. Avila stated Fresno City College was instrumental in becoming a part of pilot program.

Trustee Payne addressed one of recommendations in the report to improve institutional compliance. He asked if the District could streamline mobile application throughout the District. Mr. Avila stated the District is working on developing a districtwide mobile app. He does not recommend that each campus develop their own. Trustee Payne asked if the communication and input between the campuses has improved. Mr. Avila stated there is very good communications between all IT staff throughout the District. He used the SQL migration as an example. Trustee Payne asked what the long term solution to the issue of data warehousing. Mr. Avila stated the District has a very comprehensive data warehouse. Trustee Payne requested an update in a few months to see where the District is in comparison to industry standards.

- Organizational Reporting Relationship of Centers: Deborah Ikeda reviewed the timeline for the reporting relationship between the centers (Willow, Madera and Oakhurst) to

Accreditation and
Planning Mid-Term
Report (continued)

Reedley College, and the change when Willow International applied for candidacy.

- Location of Signature Programs: Tony Cantu provided an update on the progress of establishing the definitions of signature programs.

Trustee Payne stated he is working with a coalition of stakeholders over the last several months and Ms. Maika Yang is part of this coalition. He stated the coalition informed him that they would like to see a greater presence in West Fresno and develop a collaborative strategy to achieve that. The coalition also recommends amending the strategic plan to include a site in West Fresno.

Trustee Smith asked Trustee Payne if he shared his concerns with other board members to get their input. She has served for 30 years and the Board has always been concerned about Southwest Fresno. She raised concerns about areas further south that have not been considered either. She is concerned that any decision needs to be made by the Board as a whole.

Trustee Patterson stated the District has procedures on how it assesses needs in the community. Individual board members should not be working on a single goal. The Board needs to work together and should rely on staff to determine where the District priorities should be. He stated the Board has done many things in the West Fresno area.

Dr. Stewart stated the District will be coming back to the Board with the results of a community survey in conjunction with the future bond campaign. The results will identify the kinds of projects the community will support. At a later date, the District will bring forward the recommendations to prioritize projects for the Board to consider. Trustee Payne stated that in order for that process to take place, it needs to be a part of the strategic plan in order to be considered priority, and at this point, it is not. What he hears from the coalition is that this is what they want addressed. Then if the Board chooses to make that determination in putting this forward for the 2016 bond, this will work.

Trustee Leal stated it is important to him to meet with his

Accreditation and
Planning Mid-Term
Report (continued)

constituents and listen to what they say. He says it is important to bring those concerns forward. He agrees that the Board should collectively look at all of these issues through the Chancellor and board policies in order to proceed.

Trustee Payne stated he is also concerned that the FCC Midterm Report did not include the (Counselors of Real Estate) CRE Report.

Trustee Patterson stated he disagreed with the report prepared by the Counselors of Real Estate. He said they went well beyond their charge. They were hired to make recommendations on the District's facilities and properties and how to best utilize them. In fact, CRE did not even stop to look at the Southeast site, which was part of their charge.

Dr. Stewart stated he is working with the educational leaders of the community (Fresno State and Fresno Unified) about a possible Southwest center site. When he receives more information, he will present it to the Board.

Trustee Payne stated this has been an ongoing discussion for over 30 years. The District is moving at a snail's pace. The District needs to be a little more intentional.

- Funding Allocation: Sandra Caldwell reviewed the work of the DBRAAC (District Budget and Resource Allocation Advisory Committee). The model was modified and approved by acclamation by the Committee in May.
- Human Resources: Deborah Ikeda reviewed the Human Resources Staffing Plan and the process to complete the plan. Trustee Barreras asked about the progress on the employee self-evaluation process. Diane Clerou stated the District is continuing to look at the process. Trustee Barreras asked about diversity and whether the District will ensure the ethnicity of the administration and faculty mirrors the student population. Diane Clerou stated diversity is a top priority. The EEO (Equal Employment Opportunity) plan is now integrated with the HR Staffing Plan.
- Research Capacity: Tony Cantu reviewed the work of the

District research group.

Accreditation and
Planning Mid-Term
Report (continued)

- 2) District Process for Review of Board Policies in Response to Accreditation Recommendation 2
 - George Railey reviewed the response to District Recommendation 2.
- 3) Mid-Term Accreditation Reports, First Reading
 - Tony Cantu reviewed Fresno City College's mid-term report and how the college addressed the recommendations.
 - Sandra Caldwell reviewed Reedley College's mid-term report and how the college addressed the recommendations

Reports of Board
Members

FCC Student Trustee Garret Hale reported the following:

- The FCC Associated Student Government is currently in the process of filling the empty seats of their Senate. ASG goals have been establish, which mainly revolve around student success
- There are 10 Student Ambassadors for the 2014-2015 school year. Student Ambassadors support all new student orientation events like Extreme Registration, Ram Ready, and Welcome Week
- The Inter Club Council sponsored Club Rush, which took place on August 27
- First football game will take place on September 6 at Ratcliff Stadium
- Volunteer Fair took place on August 26

RC Student Trustee Matthew Rodriguez reported the following:

- Transfer Day will take place on September 11
- A 9/11 ceremony will take place on campus.
- Foundation Scholarship Ceremony will take place on September 9
- Honors reception will take place on September 12
- Pizza with the President will resume once a month on Wednesdays

Trustee Payne reported the following:

- Attended the reception for Brice Harris
- The City of Fresno MLK Unity Committee has begun meeting for the annual MLK ceremony in January
- Trustee Payne recognized the people who fought for better wages, workplace safety and the economic security that comes with the social safety net. Today we fight for living wages and equal pay for women. He congratulated those families as they

Reports of Board
Members (continued)

enjoyed the day off to celebrate Labor Day.

Trustee Leal reported the following:

- Attended Brice Harris reception
- Attended opening day at FCC and RC
- Attended a High Speed Rail event in Sacramento
- Attended an ad hoc committee meeting on August 15 involving community members regarding issues regarding K-12 at Fresno Unified
- Attended the EdCare meeting on August 19
- Attended Police Academy graduation on August 21
- Attended the budget workshop on August 21
- He thanked Dr. Stewart for meeting with him and Jose Leon Barraza, President and CEO of Southeast Fresno Community Economic Development Association, to discuss some ideas and concerns of Mr. Barraza's organization.

Trustee Smith reported the following:

- Attended the Brice Harris reception
- Attended the Wall of Honor event for the FCC football team

Trustee Nishinaka reported the following:

- Attended the Reception for CCC Chancellor Brice Harris and the State Center Management Leadership Seminar at Fresno City College OAB on August 6
- Attended the Madera-Oakhurst-Reedley Opening Day event at Reedley College on August 7
- Attended the Dinuba USD's Welcome Back event for faculty and staff on August 11 at which Reedley College President Sandy Caldwell was the keynote speaker
- Attended the Reedley High School new Aquatics Complex Ribbon Cutting Ceremony on August 15
- Attended the Fresno City College Basic Police Academy Class #133 (37 graduates) and Fire Academy Class #41 (20 graduates) Completion Ceremonies on August 21
- Attended the Madera County School Boards Association meeting at Minarets High School on August 27. He thanked Vice Chancellor George Railey and President Sandy Caldwell for their presentation on Adult Education/Transition Programs.
- Trustee Nishinaka announced that he has been elected to the California Community College Association of Asian Pacific Islanders Trustees and Administrators Board of Directors position

Future Agenda Items	<p>Trustee Payne requested continued discussion on West Fresno.</p> <p>Trustee Nishinaka requested an update on the reconstituting of the District Vocational Advisory Committee.</p>
Consideration of Consent Agenda <u>Action</u>	<p>President Patterson announced that administration pulled Item No. 14-63HR, Consideration to Approve Resolution of Layoff and Elimination of Categorically Funded Office Assistant III, State Center Consortium, from the Consent Agenda.</p> <p>Trustee Caglia requested that item 14-60HR be pulled for discussion.</p> <p>It was moved by Trustee Payne and seconded by Trustee Barreras that the Board of Trustees approve consent agenda items 14-61HR through 14-62HR and 14-77G through 14-92G, as presented. The motion carried without dissent.</p> <p>Richard Caglia asked why a position wasn't filled at the beginning of the semester. Deborah Ikeda replied that the person who had the position accepted a full time position somewhere else, so there is currently a substitute filling the position.</p> <p>It was moved by Trustee Caglia seconded by Trustee Nishinaka that the Board of Trustees approve consent agenda items 14-60HR, as amended. The motion carried without dissent.</p>
Employment, Resignation, Retirement, Academic Personnel [14-60HR] <u>Action</u>	<p>Approve the academic personnel recommendations, items A through B, as amended</p>
Employment, Promotion, Change of Status, Leave of Absence, Resignation, Classified Personnel [14-61HR] <u>Action</u>	<p>Approve the classified personnel recommendations, items A through H, as presented</p>

Consideration to
Approve
Reorganization of
Vacant Accounting
Technician II to
Accounting
Technician I, Fresno
City College
[14-62HR]
Action

Approve the reorganization of the vacant Accounting Technician II to Accounting Technician I, Fresno City College

Consideration to
Approve Resolution
of Layoff and
Elimination of
Categorically Funded
Office Assistant III,
State Center
Consortium
[14-63HR]
Action

This item was pulled from the agenda by administration

Review of District
Warrants and Checks
[14-77G]
Action

Review and approve the warrants register for the following accounts:

<u>Account:</u>	<u>Amount:</u>	<u>For the Period:</u>
District	\$19,825,914.97	7/10/14 to 8/11/14
Fresno City College Bookstore	1,156,598.63	7/16/14 to 8/12/14
Reedley College Bookstore	1,078,949.28	7/15/14 to 8/12/14
Fresno City College Co- Curricular	134,788.92	7/12/14 to 8/11/14
Reedley College Co- Curricular	83,968.65	7/10/14 to 8/11/14
Total:	<u>\$ 22,280,220.45</u>	

Consideration of
Report of
Investments
[14-78G]
Action

Accept the Quarterly Investment Report, as provided by the County of Fresno, for the quarter ending June 30, 2014

Consideration to
Approve Quarterly
Budget Transfers and
Adjustments Report
[14-79G]
Action

Approve the June 30, 2014, Budget Transfers and Adjustments Report

Financial Analysis of
Enterprise and
Special Revenue
Operations
[14-80G]
Action

Provided for Board information – no action is required

Acknowledgement of
Quarterly Financial
Status Report,
General Fund
[14-81G]
Action

Acknowledge the Quarterly Financial Status Report (CCFS-311Q) as presented

Consideration to
Authorize Agreement
with California
Community Colleges
Chancellor's Office
Tax Offset Program
[14-82G]
Action

- a) Authorize the District to enter into an agreement with the California Community Colleges Chancellor's Office for participation in the Chancellor's Office Tax Offset Program (COTOP); and
- b) Authorize future annual renewal of the agreement with similar terms and conditions

Consideration to
Approve 2014-2015
Voluntary Payroll
Deductions
[14-83G]
Action

Approve the list of voluntary payroll deductions for 2014-15, as presented

Consideration to
Accept Construction
Project, Health
Services Dental Lab
Flooring, Fresno City
College
[14-84G]
Action

- a) Accept the project for Health Services Dental Lab Flooring, Fresno City College; and
- b) Authorize the Interim Chancellor or his designee to file a Notice of Completion with the County Recorder

Consideration to
Accept Construction
Project, Student
Services Second Floor
Remodel, Fresno City
College
[14-85G]
Action

- a) Accept the project for Student Services Second Floor Remodel, Fresno City College; and
- b) Authorize the Interim Chancellor or his designee to file a Notice of Completion with the County Recorder

Consideration to
Accept Construction
Project, Life Science
Building Room 6
Remodel, Reedley
College
[14-86G]
Action

- a) Accept the project for Life Science Building Room 6 Remodel, Reedley College; and
- b) Authorize the Interim Chancellor or his designee to file a Notice of Completion with the County Recorder

Consideration to
Accept Construction
Project, 2014
Pavement
Rehabilitation, Fresno
City College and
Career Technology
Center
[14-87G]
Action

- a) Accept the project for 2014 Pavement Rehabilitation, Fresno City College and Career Technology Center; and
- b) Authorize the Interim Chancellor or his designee to file a Notice of Completion with the County Recorder

Consideration to
Accept Construction
Project, Soccer Field,
Willow International
Community College
Center
[14-88G]
Action

- a) Accept the project for Soccer Field, Willow International Community College Center; and
- b) Authorize the Interim Chancellor or his designee to file a Notice of Completion with the County Recorder

Consideration to
Accept Construction
Project, HVAC
Replacement,
Building A, District
Office North
[14-89G]
Action

- a) Accept the project for HVAC Replacement, Building A, District Office North; and
- b) Authorize the Interim Chancellor or his designee to file a Notice of Completion with the County Recorder

Consideration to
Accept Construction
Project, Classroom
Renovations, Building
A, District Office
North
[14-90G]
Action

- a) Accept the project for Classroom Renovations, Building A, District Office North; and
- b) Authorize the Interim Chancellor or his designee to file a Notice of Completion with the County Recorder

Consideration to
Approve Study
Abroad Program,
Denmark, Spring
2015
[14-91G]
Action

Approve the offering of the spring 2015 study abroad program to Viborg, Denmark, and approve the Denmark program coordinator and Dr. Margaret Hiebert as instructors for this program

Consideration to
Approve Fresno City
College Students to
Participate in Out-of-
State Tennis
Championship
[14-92G]
Action

Approve out-of-state travel for the qualifying student athletes and Coach Monreal to compete in the national championship, October 9-12, 2014, in Sumter, South Carolina, with the understanding that the students' trip will be financed without requiring expenditures of District funds.

*****End of Consent Agenda*****

Consideration to
Authorize New
Master Agreement
with State Center
Community College
Foundation
[14-73]
Action

Greg Taylor presented the New Master Agreement with State Center Community College Foundation.

A motion was made by Trustee Payne and seconded by Trustee Barreras that the Board of Trustees approve the attached Amended and Restated Master Agreement and authorize the Interim Chancellor to sign it on behalf of the District. The motion carried without dissent.

Consideration to
Adopt Proposed
Revised Board Policy
3600, "Auxiliary
Organizations"
[14-74]
Action

Greg Taylor presented the proposed board policy 3600.

A motion was made by Trustee Barreras and seconded by Trustee Smith that the Board of Trustees adopt the proposed Revised Board Policy 3600, "Auxiliary Organizations." The motion carried without dissent.

Public Hearing and
Adoption of 2014-
2015 Final Budget
[14-75]
Action

Ed Eng presented the 2014-2015 final budget.

Trustee Payne asked Mr. Eng for a summary of the long term solution to address the retiree health care benefit obligations (OPEB). Mr. Eng stated the District is caught up and will address future obligations through the operations budget. Mr. Eng stated there are other long term liabilities the District will need to address.

Mr. Eng went on to say that at this time it is appropriate to open the meeting for public comment.

Board President Patterson opened the meeting for comments from the public at 7:01 p.m.

There being no comments from the public, President Patterson closed the public hearing at 7:03 p.m.

A motion was made by Trustee Nishinaka and seconded by Trustee Smith that the Board of Trustees adopt the State Center Community College District 2014-2015 Final Budget, as presented. The motion carried without dissent.

Consideration of Bids, Sidewalk Addition, Clovis Community College Center [14-76] <u>Action</u>	A motion was made by Trustee Barreras and seconded by Trustee Leal that the Board of Trustees award Bid #1415-06 in the amount of \$118,429 to Yarb's Grading and Paving, Inc., the lowest responsible bidder for the Sidewalk Addition at Clovis Community College Center, and authorize the Interim Chancellor or Vice Chancellor of Finance and Administration to sign an agreement on behalf of the District. The motion carried without dissent.
Consideration of Bids, Building A, Veterans Resource Center Remodel, Fresno City College [14-77] <u>Action</u>	A motion was made by Trustee Payne and seconded by Trustee Barreras that the Board of Trustees award Bid #1415-07 in the amount of \$126,000 to Woodhams Construction, Inc., the lowest responsible bidder for Building A, Veterans Resource Center Remodel, Fresno City College, and authorize the Interim Chancellor or Vice Chancellor of Finance and Administration to sign an agreement on behalf of the District. The motion carried without dissent.
Consideration to Change Title of Associate Vice Chancellor of Human Resources to Vice Chancellor of Human Resources [14-78] <u>Action</u>	<p>Dr. Bill Stewart presented information on the change of title from Associate Vice Chancellor of Human Resources to Vice Chancellor of Human Resources.</p> <p>A motion was made by Trustee Barreras and seconded by Trustee Smith that the Board of Trustees approve the change in title from Associate Vice Chancellor of Human Resources to Vice Chancellor of Human Resources, effective September 3, 2014. The motion carried without dissent.</p>
Public Comment	None
Closed Session	President Patterson stated that no items are scheduled for closed session.
Adjournment	The meeting was adjourned at 7:10 p.m. by unanimous consent.

Dorothy Smith /s/
Dorothy Smith
Secretary, Board of Trustees
State Center Community College District