1. **Call to Order**

   The meeting was called to order by Board President, Patrick Mullen at 2:20 p.m.

2. **Roll Call - Establish Quorum**

<table>
<thead>
<tr>
<th>Board Members</th>
<th>Present</th>
<th>Absent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Patrick W. Mullen, President</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Angela Mitchell, Vice President</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Gaye Galvan</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Per Mathiesen</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Charlotte Alexander</td>
<td>X</td>
<td>X</td>
</tr>
</tbody>
</table>

3. **Approval of Agenda**

   Motion to approve: Galvan — Passed by majority vote of the Board and unanimously by those members present to approve the agenda, as presented.

4. **Public Comment**

   Steven Boothe, Cuesta Classified employee, commented on the importance of clear communication and the 5 percent voluntary reduction of salary of the President and Vice Presidents. He also commented on the confusion of the message of asking for the reductions and then postponing them. He thanked Dr. Stork for holding open forums and requested an additional one regarding the most recent changes in the state’s approved budget.

   Ilene French, CCCUE Vice President, requested the Board reconvene in closed session after the new job descriptions listed on the regular business agenda were acted upon, to approve the reappointments of those job descriptions.

5. **Recess to Closed Session**

   The Board recessed to Closed Session at 2:32 p.m.

6. **Reconvene in Open Session**

   The Board reconvened in regular open session at 4:11 p.m.

   Student Trustee Kayli Mozingo was present.
ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION Government Code Section 54957.7(b)

Board President Patrick Mullen announced the following actions taken in closed session.

- The Board conducted its monthly evaluation of the Superintendent/President.
- The Board approved all employee appointments with the exception of item D.2.b on the agenda. Action on that item was postponed because the candidate withdrew from the position. Under Public Employment, item D.3.a was approved; items D.3.b-g were tabled until action is taken in open session on item N.8, new job descriptions. The Board will reconvene after regular open session to consider the appointment changes. All resignations and employee release were approved.
- The Board provided guidance to the Administration regarding employee negotiations.
- The Board denied the requests regarding anticipated litigation; two cases, and gave direction regarding an appropriate response.

Public Employee Performance Evaluation

Motion to approve: Alexander — Passed by majority vote of the board and unanimously by those members present, to approve the following public employee appointments, with the exception of (b.) Workforce, Economic Development & Community Programs Caseworker, WED/CP

Appointments Government Code Section 54957(b)(2)

a. Short Term Temporary
b. Workforce, Economic Development & Community Programs Caseworker, WED/CP
c. Payroll Technician, Fiscal Services
d. North County Coordinator, Biological Sciences
e. Public Safety Dispatcher, Public Safety
f. Clerical Assistant II, Academic Affairs
g. Accounting Technician I, WED/CP
h. Division/Department Assistant, ESL
i. Assessment Proctor, Matriculation/Counseling

Public Employment

Motion to approve: Alexander — Passed by majority vote of the board and unanimously by those members present, to approve the following public employee appointments, resignation and release the following public employment, with the exception of appointment change (c.) Webmaster to Web Coordinator.

Appointment Change Government Code Section 54957(b)(2)

a. Student Services Site Specialist to Assessment Coordinator
b. Purchasing Technician – Bookstore to Purchasing Technician II
August 3, 2011

– Bookstore

c. Webmaster to Web Coordinator
d. Instructional Associate – Computer Lab to Computer
   Lab/Learning Mgt System Specialist
e. Purchasing Technician – Bookstore to Lead – Bookstore
f. Secretary III – Physical Plant to Department Assistant (Non-
   Academic)
g. Library Media Technician II to Library Technician III

**Resignation** Government Code Section 54957(b)(2)

a. Student Center Assistant

**Retirement** Government Code Section 54957(b)(2)

None

**Public Employee Discipline/Dismissal/Release** Government Code
Section 54957(b)(2)

a. Coordinator – Math Lab

**Labor Negotiations and Terms and Conditions of Employment for**
**Represented and Unrepresented Employees** Government Code
Section 54957.6(a)

a. Human Resources Development Agency Negotiator: Bill Benjamin
   Instructions Regarding Classified Employees; Negotiations
b. Agency Negotiator: Bill Benjamin
   Instructions Regarding Academic Employees; Negotiations
c. Agency Negotiator: Patrick Mullen / Gil Stork
   Instructions Regarding Unrepresented Employees,
   Superintendent/President, Confidential, Managers, Supervisors:
   Executive Recruitment

9. **REPORTS FROM EMPLOYEE ORGANIZATIONS**

**Academic Senate**

Kevin Bontenbal, Academic Senate President, presented the following
written summary to the Board:

- He commented on accreditation, reaffirming his commitment to
  seeing the college succeed, and referencing his experience with
  preparing self-studies and participating in site-visits.
- He expressed concern with the amount of work that still had to be
done on the Mid-Term Report and the numerous other plans under
development. He stated the draft for the Mid-Term had not changed
much between now and April.
- He commented on what would happen if the college lost its
  accreditation.

**CCFT**

No report

**CCCUE**

Ilene French, CCCUE Vice President, presented the following to the
Board:

- She thanked the Board for considering going back into closed
  session after action is taken on the new job.
- She stated on behalf of the bargaining unit, that they felt left out.
- The bargaining unit has ratified the contract.

**Management Senate**

No report.
10. REPORTS FROM BOARD MEMBERS

Trustee Mitchell
No report.

Trustee Mullen
No report.

Trustee Galvan
Trustee Galvan reported the following:
- She attended the reception for Board of Governor’s President Steve Himelstein and board member Henry Ramos, and attended the open forum that followed.

Trustee Mathiesen
No report.

Trustee Alexander
Trustee Alexander reported the following:
- She attended the Arroyo Grande Centennial Gala on behalf of Cuesta College. Her introduction was well received and Cuesta’s presence was welcomed.
- She attended the reception for Board of Governor’s President Steve Himelstein and board member Henry Ramos, and attended the open forum that followed.

Student Trustee Mozingo
Trustee Mozingo reported the following:
- She met with Dr. Stork as part of her orientation as student trustee.
- She attended the Cal Poly Student Community Liaison Committee and strategic planning session. They want to continue to work towards reducing conflict between students and residents.
- She will be attending the CCLC Student Trustee Workshop on August 13 in San Francisco.

11. Report from Supt/Pres
Dr. Stork presented the following in addition to his written report:
- Dr. Stork acknowledged the continuing work and activities on campus over the summer.
- He addressed the new members of the Foundation Board during their orientation on July 19. All three Assistant Superintendent/Vice Presidents are now voting members of the board. Karen Reyes is the Classified Employee representative and Kayli Mozingo represents the student body.
- He acknowledged Stephan Gunsaulus and his efforts to keep the college in the forefront of the community; referencing Cuesta’s continuing sponsorship and participation in the Grand Opening of the annual Mid-State Fair. This year the Skills USA medal winners were present.
- The annual Scholarship Reception takes place tomorrow at 10:00 in the Associated Students Auditorium.
- Opening Day is August 12 and begins at 8:00 a.m. in the Associated Students Auditorium.
- He stated it was unfortunate that employees felt confused about the Board’s recent budget actions. Dr. Stork explained the three segments of the budget reduction plan in detail; the institutional inflationary deficit, funding cuts, and unmet challenges. He stated there still remained a gap that will have to be corrected either through additional cuts and/or salary reductions or furloughs.
• He stated the current budget reduction plan was permanent. Any further action will go towards correcting the gap. The changes in the state budget only affected the gap.
• Dr. Stork said he attended a meeting in Santa Barbara last week where state Comptroller John Chiang spoke. He noted Mr. Chiang as saying he had no confidence that the state would come up with the anticipated revenues, and that everyone should be planning for mid-year cuts.
• Dr. Stork anticipates a continued gap in funding, and said regardless of other discussions, the president and the vice presidents will take the first step to close that gap.
• He stated it is likely the additional student fee hike will not take effect until summer 2012. There would be too much confusion with a mid-term increase.
• He intends to hold more open forums in an effort to continue to communicate information more clearly.
• Dr. Stork meets tomorrow with Assemblyman Katcho Ajadjian. He and will be joined by Dr. Jeff Armstrong, Cal Poly President and Dr. Julian Crocker, County Superintendent of Schools; to discuss current educational issues and the state budget.
• He noted the Foundation monthly gift report.

12. Communication  **NOTE**: Members of the Board of Trustees and/or the Superintendent/President may report the receipt of various items of correspondence that may be of interest.

13. General Hearing of Public Comment

Armando Teran, CCCUE Advocate, requested approval of the job description for library technician listed on the regular business agenda. He also spoke on behalf of Cuesta employee Wendy Wagoner, who voiced her disapproval of the proposed reclassification of job descriptions with an increase in pay, while she and others experience a reduction in workload due to budget cuts. Mr. Teran stated that in his discussions with employees across campus, he found that many were confused about what was happening on campus. He suggested increasing the level of communication.

Dr. Mary Parker, retired Cuesta faculty, commented on the recent classified workload reductions, voicing her embarrassment of Cuesta’s actions and displeasure of the focus on one particular group of employees.

Andrea Devitt, Cuesta Student Counselor, commented on the use of paraprofessionals, and disagreed with the level of established requirements needed for hire. She requested the Board not take action on the paraprofessional position, stating it could be a violation of minimum requirements.

14. Reports

Foundation Quarterly Report

Dr. Barbara George presented the Foundation Quarterly Report. She acknowledged Stephan Gunsaulus for his continuing efforts to keep the college visible within the community, referencing the Mid-State Fair opening and the participation of Skills USA students. She reported that approximately $20,000.00 had been received through 30 separate donations in support of Skills USA, and another $20,000.00-30,000.00 received in support of the Cuesta Choir’s trip to France. She commented on the strong donations in support of the LVN program and acknowledged Deb Wulff’s efforts.

She acknowledged Cuesta Alum, Bill Swanson, who was selected to receive one of the statewide Community College Honored Alum Awards. He will receive the award at the
Community College League of California’s Annual Convention and Partners Conference in November. Dr. Stork will attend and present.

She acknowledged Stephan Gunsaulus and Karen Tacket for their leadership and contributions to the college.

### BUSINESS AGENDA

#### ACTION / DISCUSSION ITEMS

| 1. Change Orders for the North County Learning Resource Center | **Motion to approve:** Mitchell — **Passed** by majority vote of the board and unanimously by those members present, to approve the changes orders for the North County Learning Resource Center, as presented.  
  
  Terry Reece reported November 30, 2011 as the expected completion date for the project. |

| 2. Board Goals | **Motion to approve:** Mitchell — **Passed** by majority vote of the board and unanimously by those members present, to approve the Board goals, as amended.  
  
  Dr. Stork presented the following to the Board:  
  • The Board reviewed the proposed Board Goals for 2011-2012 during the July 2011 regular meeting. The Board’s recommendations/modifications were integrated into the goals and the final draft is presented for approval.  
  
  Dr. Greiner said a statement identifying the integration of Board Goals and the Educational Master Plan would preface the list when published; “The 2011-2012 annual goals of the Board of Trustees will be integrated with the Cuesta College Educational Master Plan 2011-2016.”  
  
  Trustee Mitchell suggested changing the language in goal (4), replacing “functional” with “integrated”, and in goal (6), replacing “development” with “implementation”; giving her endorsement with that change.  
  
  Responding to Trustee Alexander, Dr. Stork suggested the Board Goals be revisited throughout the year; the frequency being established by the Board. Todd Frederick stated the goals would be attached to the monthly Board critique and suggested a quarterly review. |

| 3. Proposal for Additional Construction Management Services for NCC Learning Resource Center | **Motion to approve:** Mozingo — **Passed** by majority vote of the board and unanimously by those members present, to approve the proposal for additional construction management services for the NCC Learning Resource Center, as presented.  
  
  Terry Reece presented the following the Board:  
  • The District continues to look for ways to accelerate the project.  
  • This request is to facilitate an increase to the overall supervision of the work through the end of the project. It will add efficiency to the proper execution of punch lists, inspection, and building closeout. It should help in the quality of follow-up work, and the funds will be reimbursed. |
Trustee Mathiesen commended Mr. Reece’s work.

Trustee Mozingo inquired as to why this activity was not included in the original agreement. Mr. Reece said the staffing of the original agreement was standard to meet the needs of a multiple prime contract. Most multiple prime contracts finish out in lawsuits, delays and compromised structures. Not knowing how a project will progress, it is not prudent to load a situation that will eat into the general fund. He aggressively worked at building the contingency and is now using it to best serve the District in completion of the project.

4. Board Development Plan

Motion to approve: Alexander — Passed by majority vote of the board and unanimously by those members present, to approve the 2011-2012 Board Development Plan, as presented.

- Dr. Stork reported the Board had reviewed and made recommendations regarding the Board Development Plan during the July regular meeting. The focus last year was the accreditation standards. The recommendations of the Board have been incorporated and presented for final review and approval.
- Trustee Alexander’s request for additional information regarding the research function of the college will be placed as a recurring item on the agenda, with brief reports on the many different topics within the area of research.

Dr. Stork suggested the development plan be a regular part of the agenda. Trustee Mullen asked that the Plan also be added to the monthly Board Critique as an attachment.

5. Strategic Plan Public Opinion Survey (Strategic Goal 5A, Action step 2)

- Barbara George introduced herself as the administrative facilitator for Strategic Plan Direction 5A, Step 3.
- Dr. George summarized the purpose and importance of the proposed public opinion survey.
- Trustee Alexander said she strongly supports the survey, but was uncomfortable in approving the contract without seeing it first.
- Discussion took place regarding the impacts of delays on the project.
- Dr. Stork said it was acceptable to delay the response.
- Through general consensus of the majority of the Board and of those present, it was agreed to postpone action on the contract for the proposed public opinion survey until the contract was properly reviewed.

6. Contract for Materials Testing and Inspection Services for the Sewer Replacement Project

Motion to approve: Mathiesen — Passed by majority vote of the board and unanimously by those members present, to approve the contract for materials testing and inspection services for the sewer replacement project, as presented.
7. New Job Description (Classified)  
**Motion to Approve:** Mathiesen — **Passed** by majority vote of the board and unanimously by those members present, to approve the new job description for Prerequisite Analyst, as amended to include the statement addressing institutional effectiveness and student learning outcomes.

Dr. Fontanilla provided the background and purpose for revising the job description.

Trustee Mitchell noted the absence of the recurring statement under distinguishing characteristics regarding institutional effectiveness and student learning outcomes, and reminded Mr. Benjamin, Executive Director of Human Resources, that the Board agreed it would be included on all job descriptions.

8. New Job Descriptions (Classified)  
**Motion to approve:** Mitchell — **Passed** by majority vote of the board and unanimously by those members present, to approve the new job descriptions for Computer Lab / Learning Management System Specialist, Department Assistant (non-academic), Lead – Bookstore, Library Technician (I, II, III), and Purchasing Technician I and II – Bookstore, as presented. No action was taken with regard to the Web Coordinator position.

Dr. Stork reported the job descriptions as presented are recommended for approval, with the exception of the Web Coordinator, which has been removed at the recommendation of staff with concerns about the job and salary placement.

The Board agreed to reconvene in closed session after regular open session; to take action on personnel reappointments reflective of the action taken on this item.

9. Public Employee Appointments  
**Motion to Approve:** Galvan — **Passed** by majority vote of the board by those members present, to approve the proposed salary/wage for non-represented employees as presented, with the exception of the position of Workforce, Economic Development & Community Programs Caseworker, for which the candidate withdrew.

10. Agenda  
A preliminary list of proposed agenda items for the September 7, 2011 Regular Board meeting was presented for review. The Board agreed through consensus to the following:

Add:
- Board Development – review of Accreditation Standard IV
- Sabbatical Report – George Stone
- Final Budget

Trustee Alexander requested drafts of the Educational Master Plan and the Accreditation Mid-Term Report be forwarded to the Board members well in advance of the next meeting to facilitate a thorough review.

The meeting recessed at 6:05 p.m.
The meeting reconvened at 6:15 p.m.
| **BUSINESS AGENDA**  
| **INFORMATION ITEMS** |
|---|---|
| **11. College Planning and Budget Development** | No information was introduced to the Board. |
| **12. Accreditation** | Dr. Stork commented on the status of the Accreditation Mid-Term Report and addressed comments made earlier in the evening regarding faculty concerns on the progress of the report. He acknowledged Dr. Bontenbal's comments with regard to there being a need for more hands-on participation. Dr. Greiner presented an update to the Board regarding the process and timeline for the accreditation follow-up and mid-term reports. She said the college may have to commit to additional meetings to complete the process. |
| **13. Strategic Plan** | Dr. Greiner summarized the activities and associate plans connected to the Educational Master Plan (EMP) and the Strategic Plan. Dr. Stork said the strategic plan as it is written was coming to the end of its life and needed to be integrated with the EMP. A joint meeting between the EMP Committee and the Strategic Planning Committee is being scheduled to redevelop the Strategic Plan to reflect the requirements of the EMP. |
| **14. (5.) Strategic Plan Public Opinion Survey (Strategic Goal 5A, Action step 2)** | Dr. Stork requested the Board redress agenda item (5.) because copies of the proposed contract were now available for the Board's review. Stephan Gunsaulus, Director of Marketing and Communications briefed the Board regarding the proposed contract. He clarified to Trustee Mozingo that an invalid response was when 7-10 attempts had been made, making it an incomplete survey. Public Comment Kevin Bontenbal said he supported the survey, but queried as to who was involved in developing the areas and methodology. He stated that he hoped faculty would be included. Allison Merzon expressed the same concerns as Dr. Bontenbal, and would also like to ensure faculty have a voice in the development of the questions for the survey. Peter Dill, faculty emeritus, expressed appreciation for the expertise of Ryan Cartnal and Stephan Gunsaulus, and his concern regarding telephone surveys and the increasing number of homes that do not have land lines. He asked if Clarus had made allowances for this bias. Responding to Trustee Mathiesen, Mr. Gunsaulus said the purpose of the survey was to assist the college in modifying, enhancing, and adjusting its communications with the public. Trustee Alexander voiced her support and need for the project. **Motion to Approve:** Mathiesen — **Passed** by majority vote of the board and unanimously by those members present, to |
approve the Strategic Plan Public Opinion Survey in support of Strategic Goal 5A, Action step 2, as presented.

**CONSENT AGENDA**

**NOTE**: The Board of Trustees will be asked to approve all of the following items by a single vote. Any Board member or public individual may ask that an item be removed from the Consent Agenda to be considered and discussed separately. The Student Board Member may vote on any of the items listed under Consent Agenda.

1. **Consent Agenda**  
   Motion to approve: Mathiesen — **Passed** by majority vote of the board and unanimously by those members present, to approve the consent agenda as presented.

2. **Approval of Minutes**  
   Approve the draft minutes of the SLOCCCD August 3, 2011, regular Board meeting.

3. **Approval of Warrant Listings**  
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4. **Approval of Payroll Orders**  
   Approve Payroll Orders, as presented.

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5. **Gifts to the College**  
   Approve gifts to the college as presented on the regular agenda.

6. **Declaration of Surplus Equipment**  
   Declare obsolete equipment as surplus.

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<tr>
<th>Q.</th>
<th>DISCUSSION</th>
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<tbody>
<tr>
<td>1.</td>
<td>What went well and; Does the board provide representation, advocacy, and accountability for the district before state and national legislative and executive agencies? Provide examples.</td>
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<td>Trustee Alexander – The meeting went well. She expressed a need to get up to speed and be more active regarding advocacy.</td>
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<td>Trustee Galvan – The meeting went well. She said it was difficult to attend all the conferences. She said Charlotte Alexander had been a true voice in South County.</td>
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<td></td>
<td>Trustee Mathiesen – The meeting went well. He said nothing had been done with regard to the second question.</td>
</tr>
</tbody>
</table>
• Trustee Mitchell - The meeting had good dialogue. Materials and information need to be received by the Board well in advance of the meeting. She reported Assemblyman Achadjian’s office had contacted her because she had sent so many emails.

• Trustee Mullen – Said he could individually do a better job of communicating with legislators. He said some decisions to not participate or attend conferences were made conscientiously due to budget issues.

• Trustee Mozingo – Said she fully appreciated the full discussions and public comment. She agreed the Board needed to receive all information in advance. She said she enjoys the respect everyone exhibits during the meetings.

• Dr. Stork – Gave credit to the Board for being willing not to act on an item when they feel the do not have sufficient information to do so. He thanked the Board for reopening the item on the survey contract, as it was time sensitive. Dr. Stork apologized to the Board for the errors in the board packet. Dr. Stork praised Trustee Mozingo’s presence on the Board, stating she was connected and demonstrated conscientious participation. He said college organizations have a powerful voice with the state legislature, especially students.

The meeting recessed to closed session at 7:35 p.m.

The meeting reconvened in open session at 7:40 p.m.

15. **ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION** Government Code Section 54957.7(b)

Board President Patrick Mullen announced the following actions taken in closed session.

• The Board approved all reappointment under section D.3 with the exception of D.3.c., Webmaster – Webmaster Coordinator.

<table>
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<tr>
<th>ADJOURNMENT</th>
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**Adjournment** The meeting was adjourned at 7: p.m. Unless otherwise announced, the next meeting of the Board of Trustees will be held on Wednesday, September 7, 2011, at 2:00 p.m., in The Associated Students Auditorium, room 5401, San Luis Obispo Campus, San Luis Obispo, California.