



SAN LUIS OBISPO COUNTY COMMUNITY COLLEGE DISTRICT

## BOARD OF TRUSTEES

### BOARD MINUTES

Regular Meeting

February 1, 2012

4:00 p.m.

The Board of Trustees of the San Luis Obispo County Community College District met in Regular Session in The Associated Students Auditorium, room 5401, San Luis Obispo Campus, San Luis Obispo, California, and North County Campus via video conference (polycom), room N1015, members and the public having been noticed as prescribed by law.

**1. Call to Order** Meeting convened at 2:03 p.m.

**2. Roll Call -  
Establish  
Quorum**

Board Members

Patrick W. Mullen, President  
Angela Mitchell, Vice President  
Gaye Galvan  
Per Mathiesen  
Charlotte Alexander

Present

Absent

**3. Approval of  
Agenda**

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

**4. Public  
Comment**

Allison Merzon, CCFT President, commented on the possibility of a separation incentive plan, and that if the District did adopt one for next year; any faculty who has submitted his/her retirement would be allowed to be grandfathered in. She also commented with regard to the amount of funding being spent in Short-Term Temporary employees and asked the Board to think about discussing how those funds are allocated and consider that in any upcoming budget reduction discussions.

**5. Recess to  
Closed  
Session**

The Board recessed to Closed Session at 2:07 p.m.

**6. Reconvene in  
Open Session**

The Board reconvened in open session at 3:10 p.m. Student Trustee Kayli Mazingo was present.

**7. Pledge**

Trustee Mathiesen

- 8. Board Workshop; Brown Act** Warren Kinsler - Atkinson, Andelson, Lloya, Romo & Ruud, presented a training session on the Brown Act.  
The workshop concluded at 4:20 p.m. and the Board continued in Regular Open Session

**ADMINISTRATION PRESENT**

Gil Stork, Superintendent/President	Pamela Ralston, Dean
Toni Sommer, Asst Supt/VP Administrative Services	Deborah Wulff, Dean
Cathleen Greiner, Asst Supt/VP Academic Affairs	John Cascamo, Dean
Linda Fontanilla, Asst Supt/VP Student Services	Bill Benjamin, Exec Dir, Human Resources
Sandee McLaughlin, Exec Dean, NCC and SCC	Shannon Hill, Exec Dir, Inst Adv / Foundation

**VISITORS SIGN-IN** (Attachment A)

- 9. ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION** Government Code Section 54957.7

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

- The Board unanimously approved all short-term temporary appointments, resignations, and retirements, as presented.
- The Board provided direction to the Administration regarding employee negotiations.
- The Board unanimously rejected two claims under litigation, and provided guidance to the Administration on a third.

**Public Employee Performance Evaluation** a. Agency Negotiator: Patrick Mullen  
General evaluation, Government Code Section 54957(b)(1)  
Superintendent/President

**Public Employee Appointment** **Motion to approve as presented:** Mitchell — **Passed** by majority vote of the board and unanimously by those members present, to approve the following public employee appointments, as presented.

**Appointments** Government Code Section 54957(b)(1)

- a. Short Term Temporary
- b. Supervising Accountant
- c. Toddler & Preschool Assistant Teacher

**Public Employee** **Motion to approve as presented:** Alexander — **Passed** by majority vote of the board and unanimously by those members present, to approve the public employee appointment changes, resignations and retirements, as presented.

**Appointment Change** Government Code Section 54957(b)(1)

None

**Resignation** Government Code Section 54957(b)(1)

- a. Instructor - English

**Retirement** Government Code Section 54957(b)(1)

- a. Instructor - Mathematics

**Public Employee Discipline/Dismissal/Release** Government Code 54957(b)(1)

None

<b>Labor Negotiations/ Terms &amp; Conditions</b>	<p><b><u>Labor Negotiations and Terms and Conditions of Employment for Represented and Unrepresented Employees</u></b> Government Code Section 54957.6(a)</p> <ol style="list-style-type: none"> <li>a. Human Resources Development Agency Negotiator: Bill Benjamin Instructions Regarding Classified Employees; Negotiations</li> <li>b. Agency Negotiator: Bill Benjamin Instructions Regarding Academic Employees; Negotiations</li> <li>c. Agency Negotiator: Patrick Mullen Instructions Regarding Unrepresented Employees, Superintendent/President, Confidential, Managers, Supervisors:</li> </ol>
<b>Conference with Legal Council, Litigation, Significant Exposure to Litigation Pursuant to Government Code 54596.9(a)</b>	<p>Three Cases – Case Management Conference; Discrimination, Harassment, Retaliation</p> <p><b>Motion to Reject Claim;</b> one case: Alexander – <b>Passed</b> by majority vote of the board and unanimously by those members present, to reject claim (one case), as presented.</p> <p><b>Motion to Reject Claim;</b> one case: Galvan – <b>Passed</b> by majority vote of the board and unanimously by those members present, to reject claim (one case), as presented.</p> <p>The Board provided direction to the Administration regarding (one case).</p>

## 10. REPORTS FROM EMPLOYEE ORGANIZATIONS

<b>CCCUE</b>	<p>John Fetcho, CCCUE President presented the following to the Board:</p> <ul style="list-style-type: none"> <li>• The classified employees are apprehensive about the budget.</li> <li>• The bargaining unit was encouraged by the mediation held on January 17. They want to come to a settlement that benefits both sides.</li> </ul>
<b>Management Senate</b>	<p>Mark Stengel, Management Senate President, presented the following to the Board:</p> <ul style="list-style-type: none"> <li>• He welcomed Janet Hagood, new supervising accountant.</li> <li>• He thanked everyone for all the work that was accomplished over the holidays in preparation for the completion of the Dale and Mary Schwartz Learning Resource Center, specifically Janice House, Jay Chalfant, Maryanne Zarycka, Terry Reece, and the entire custodial crew.</li> <li>• He commented on the Technology Plan as being a good example of collaborative work.</li> </ul>
<b>Academic Senate</b>	<p>Kevin Bontenbal, Academic Senate President, presented the following to the Board:</p> <ul style="list-style-type: none"> <li>• He conveyed some faculty were concerned regarding the need to submit a supplemental report to the Mid-Term/Follow-up Report at the last minute. Also, some information provided by the faculty was not included in the final supplemental report.</li> <li>• He noted the relationship between distance education and substantive change. He stated there had been no plan or institutional dialogue regarding the associated substantive change. The reassigned time for full-time faculty support of Moodle<sup>®</sup> is just a</li> </ul>

stop gap. That position has been ranked 13 of 13 on the faculty prioritization list. He commented about Dr. Stork having the authority to staff outside the prioritization process.

- The student success task force recommendations were approved by the Governor on January 9. Dr. Bontenbal said he wished the Board had had the opportunity to properly discuss them. Faculty is watching closely to see how the recommendations will be implemented.
- He urged the Board to approve the sabbatical and tenure recommendations presented to the Board.

#### **CCFT**

Allison Merzon, CCFT President, presented the following to the Board:

- There is good work occurring during negotiations. The group came to agreement on the EEO Plan and required training. She has communicated to the faculty via email in this regard.
- She received the faculty seniority list. With the receipt of the list, she wants to help faculty understand the process and what layoffs may look like and take out the hyperbolic discussion and provide facts.
- The union is looking at proposals and considering ideas for a separation incentive plan.
- The union executive board is working on leadership development from within.
- She conveyed the following requests:
  - Have a conversation regarding the student task force recommendations and discuss how implementation may affect how the college does things.
  - Encourage everyone to get involved in advocacy.
  - Encourage the Board to review the results of the Clarus Survey.

### **11. REPORTS FROM BOARD MEMBERS**

#### **Trustee Mitchell**

Trustee Mitchell reported the following:

- She attended the Paso Robles Chamber dinner.
- She toured the LRC and participated in the “Meet and Greet” on North County Campus. She said the students were excited about the new building.
- She thanked everyone involved for seeing that project to fruition.

#### **Trustee Mullen**

Trustee Mullen reported the following:

- He attended Opening Day and said he was impressed with the inclusion of Honored Alums.
- He stated Dr. Stork’s Opening Day message was on point.
- He attended the San Luis Obispo Chamber dinner.

#### **Trustee Galvan**

Trustee Galvan reported the following:

- She attended the Paso City Schools meeting. Paso Robles is in dire circumstances.
- She attended the Atascadero Chamber dinner.

#### **Trustee Mathiesen**

Trustee Mathiesen reported the following:

- He attended Chamber dinners in Morro Bay, Cambria and Los Osos.

#### **Trustee Alexander**

Trustee Alexander reported the following:

- She attended the ground breaking for New Tech High School in Nipomo.

- She attended several Chamber dinners. Each group recognized the importance of Cuesta College.

**Student  
Trustee  
Mozingo**

Trustee Mozingo reported the following:

- The Leadership Class is full with 30 students enrolled.
- The group began the semester with welcome back giveaways.
- At the end of fall semester the group enacted a North County student task force.
- Next Wednesday is Club Day. On the 15<sup>th</sup> the North County will have its first Club Day.
- The student roundtable will take place on February 21.
- She will attend the student association of community college conference in Washington DC, along with students Annick Ospital-Cone, Jordan Knowles, and Jake Odello, and Anthony Gutierrez.
- The group is gearing up for student elections.

**12. Report from  
Supt/Pres**

Dr. Stork presented the following in addition to his written report:

- He received a multitude of comments from faculty and staff with regard to including the presentation of Honored Alums at Opening Day. After the event, he attended lunch with the Alums and their families. Many are planning on developing gifts to the college.
- He received an email from the ACCJC regarding the timeline for notification of Commission actions. Letters are going out this afternoon or early tomorrow. The Commission will post the actions on their website approximately 48 hours after the letters go out.
- The Accreditation Steering Committee is gearing up to work on the 2014 Self-Study.
- The next Business Partners Luncheon will be with all local Chamber executives.
- He has been communicating with Lucia Mar Unified School District with regard to using their space. There will be no further action on the potential Grover Beach site. All developments must be current and in compliance with the State Office of Architects, and this option does not pencil out.
- He commented on Mary Schwartz's reaction in North County during "Meet and Greet" during student's navigation to the LRC, noting it was a moving experience.
- He recognized the Foundation Monthly Gift Report.

**13. 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.

**14. General Hearing of Public Comment**

Kevin Bontenbal, faculty, commented on the proposed new web site for the college and noted some faculty concerns.

Steven Boothe, classified, expressed gratitude in being invited to present his art exhibit in conjunction with the Book of the Year.

Jack Sullivan, faculty, commented on the positive impact of Opening Day and that the Honored Alums were successful without a student success task force.

## 15. Reports

### **PG&E Special Presentation**

John Shoals, Mayor of Grover Beach and Senior Government Relations Representative for PG&E presented the college with a check for \$98,000.00, recognizing energy savings and efficiencies, especially those related to the new construction in North County.

### **Update on the Completion of the Learning Resource Center.**

Terry Reece presented a visual report on the construction and completion of the Dale and Mary Schwartz Learning Resource Center.

### **Foundation Quarterly Report**

Shannon Hill, Executive Director, Advancement/Foundation presented the Cuesta College Foundation Quarterly Report, noting the significant work that had been over the past year and her focus to continue to build on it. She said people were responding to the needs of students through increases in scholarship gifts.

The meeting recessed at 5:32 p.m.

The meeting reconvened at 5:45 p.m.

<b>BUSINESS AGENDA</b> <b>ACTION / DISCUSSION ITEMS</b>
--

- |   |   |
|---|---|
| <b>1. Nonresident Tuition Fee</b>                               | <p><b>Motion to approve as presented:</b> Galvan — <b>Passed</b> by majority vote of the board and unanimously by those members present, to approve the increase to the nonresident tuition fee, as presented.</p> <p>Toni Sommer briefed the purpose of the increase and its components.</p> <p>Responding to Trustee Mazingo, Chris Green indicated the first part of the fee was the cost of educating students. The second part is what is allowed to cover capital outlay costs. Collections to date are approximately \$892,000.00.</p> |
| <b>2. Institutional Tenure Review Committee Recommendations</b> | <p><b>Motion to approve as presented:</b> Alexander — <b>Passed</b> by majority roll call vote of the board and unanimously by those members present to approve institutional tenure to faculty, as presented.</p> <p>Dr. Greiner presented the Committee's recommendations for institutional tenure:</p> <p>Tenure: Lise Misfud and Bruce Silverberg</p> <p>Two-Year Contracts: Laurie Brummett, Silvio Favoreto, and Zachary Hall</p> <p>One-Year Contracts: William Demerest, Roland Finger, and Katy Neidhardt</p>                        |
| <b>3. 2012-2013 Sabbatical Leave Committee Recommendations</b>  | <p><b>Motion to approve as presented:</b> Mitchell — <b>Passed</b> by majority vote of the board and unanimously by those members present, to approve the recommendations for sabbatical leave, as presented.</p> <p>Dr. Greiner presented the Committee's recommendations for sabbatical leave: Dr. Jane Morgan and Matt Vasquez.</p>  |

- 4. Audit Report for District**
- Motion to accept as presented:** Mathiesen — **Passed** by majority vote of the board and unanimously by those members present, to accept the Audit Report, as presented.
- Toni Sommer noted that this Audit Report was the best the college had received in years; containing only one finding.
- Bill Rouch, Audit Team Leader, summarized the report. This is an unqualified report. There were no changes to the 311 reports. He commended the management and staff for their tremendous work.
- Trustee Alexander lauded the staff on their work and thanked the auditors.
- Public Comment
- Allison Merzon, faculty, noted the audit report had not been presented to the Planning and Budget Committee prior to coming to the Board. She stated it could be informative and requested the Board forego affirming the report until the committee had the opportunity to review it.
- Trustee Mathiesen asked for the purpose of the delay.
- Trustee Alexander stated she appreciated the need to inform the committee but did not see any need to delay accepting the report.
- Dr. Stork recommended the Board take appropriate action and ensure the information is shared with the committee and that the process is followed closely in the future.
- 5. Change Order for the Dale and Mary Schwartz Learning Resource Center**
- Motion to approve as presented:** Mitchell — **Passed** by majority vote of the board and unanimously by those members present to approve the Change Order for the Dale and Mary Schwartz Learning Resource Center, as presented.
- Terry Reece indicated that this change order is the last to be submitted on this project.
- 6. Modification of the 2012-13 Calendar and Presentation of the 2013-2014 Cuesta College Calendar**
- Motion to approve modifications and new calendar as presented:** Alexander — **Passed** by majority vote of the board and unanimously by those members present to approve the modification to the 2012-13 Cuesta College Calendar and the new 2013-2014 Cuesta College Calendar, as presented.
- Dr. Greiner explained the reason for the modification to the 2012-2013 calendar. The previously scheduled flex day prior to Thanksgiving did not provide the college with the three days of instruction required per week to qualify for apportionment. The 2013-2014 calendar is submitted for approval as part of the normal planning cycle.
- 7. Public Employee Appointment**
- Motion to approve proposed salary/wage for unrepresented short term temporary and management employees, as presented:** Galvan — **Passed** by majority vote of the board and unanimously by those members present to approve proposed salary/wage unrepresented short term temporary and management employees, as presented.

Bill Benjamin summarized the appointments approved in closed session.

Trustee Mitchell inquired regarding Allison Merzon's comments during public comment, prior to closed session, and someone to address what she was speaking to.

Dr. Stork stated the process for short-term temps occurred on a monthly basis. The work has been scrutinized to ensure it's not in classified service. Yesterday, he presented that process to Planning and Budget, but what was not included was whether positions had been considered or frozen.

#### Public Comment

Allison Merzon stated the challenge was the dialogue of how things move through the process. It is currently at management's discretion how funding is spent for classified and short-term employees, and there is no process for getting that information to committee prior to it going to the Board.

## 8. Technology Plan

### **Motion to approve the Technology Plan, as presented:**

Alexander — **Passed** by majority vote of the board and unanimously by those members present to approve the Technology Plan, as presented.

Janice House, Director of Computer Services, recognized the members of the Technology Committee. She summarized the process used in developing the plan, and stated the college had not committed enough resources to adequately support technology issues. The companion document to the Technology Plan is the Annual Tech Plan which covers review and seeing projects from implementation to completion.

Responding to Trustee Mathiesen and Trustee Mitchell, Dr. Stork stated increased funding would be a target of a bond measure; also that lottery funds were currently being used to fund technology, but that there were restrictions on how it can be used. Funding through MAA revenue is another option being considered. It is the first step in an effort to centralize spending.

Toni Sommer indicated there would be an increasing problem with infrastructure in the next few years. There is a lack in funding, but an increase in the use of technology. Funding does count against the 50 percent law because not all support ends up in the classroom.

Janice House confirmed to Trustee Mullen that the issue is driven by students, the increased use of smart phones and tablets, and the technology to support those devices.

#### Public Comment

Kevin Bontenbal, President Academic Senate, complimented the committee on the success in developing the plan and stated it should serve as a model for all the other plans. He requested (Senate Council) be added to goals 2.1, 2.4, 9.1 and 9.3. These goals touch upon the areas where Academic Senate has primacy and through Board Policy, the District has chosen to rely primarily upon the Academic Senate with regard to such matters. He

wants to ensure the Senate is on the front end of conversations so they are not put into a position of being reactive to proposals and decisions.

**9. Agenda**

A preliminary list of proposed agenda items for the March 7, 2012 Regular Board meeting was presented for review. The Board agreed through consensus to the following:

- Todd Frederick to develop assessment tool for Board Goals.
- Add ARCC data report.

**BUSINESS AGENDA  
INFORMATION ITEMS**

**10. College Planning and Budget Development**

Toni Sommer presented the following to the Board:

- She gave a summary report of the Governor's a handout to the Board (Attachment B).
- She stated 62 percent of state revenue would come from personal income tax; and that the primary mechanism for the wealthy in California is the stock market.

Dr. Stork reported the Planning and Budget Committee had scheduled a process, and he would present a proposal related to what kind of target for reductions would be established and the parameters for development. He stated that last year the criteria was different and the work took place in silos and not across clusters. This year the plan is already integrated based on reorganization and efficiency. The process includes continuation of open forums. The Board will receive the proposed budget in May.

**11. Accreditation and Master Planning**

A regular update on accreditation and master planning.

No report.

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

**2. Board Minutes**      Approve the draft minutes of the SLOCCCD January 4, 2012, regular Board meeting, as presented.

**3. Approval of Warrant Listings**

Check Date	Amount
01/04/12	\$ 21,729.51
01/09/12	\$ 282,255.88
01/11/12	\$ 545,963.91
01/18/12	\$ 937,744.62
01/23/12	\$ 308,658.81
<b>Total</b>	<b><u>\$ 2,096,352.73</u></b>

**4. Approval of Payroll Orders** Approve Payroll Orders for January 2012, as presented.

<b>Academic/Classified</b>	\$ 102,433.66	213
<b>Academic/Classified</b>	\$ 3,447,087.24	840
	\$ 3,549,520.90	1053

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

<b>Q.</b>	<b>DISCUSSION</b>
-----------	-------------------

1. What went well and; Does the Board ensure all members are knowledgeable about the District’s fiscal condition by holding Board study sessions on state and other revenues, long-range budget projections, and supports trustee education on understanding budgets, financial statements and audit reports?

- Trustee Mozingo – The meeting went well; and yes on second question.
- Trustee Alexander – She noted difficulty with the connection to North County; and said yes to the second question.
- Trustee Galvan – She agreed with Trustees Mozingo and Alexander.
- Trustee Mathiesen – He stated he still sometimes has difficulty hearing speakers at the podium because they turn away from the microphone. He did not comment on the second question.
- Trustee Mitchell – She agreed with the other trustees.
- Trustee Mullen – He acquired more knowledge regarding the Brown Act; and agrees with the other trustees regarding the second question.
- Dr. Stork – Said he benefited from the presentation on the Brown Act; presented from a different angle. He learned more about communicating with the Board. He said he disagrees regarding the second question. There is not enough time allocated to acquire a better understanding of budget projections. One budget workshop in June is not enough. He proposed holding a budget workshop in February/March to analyze the information from Sacramento and upcoming challenges and conduct a study session. He does not want the Board in situations where it is only relying on his recommendations, but to include its own analysis and understanding of the data, and to be able to gauge his recommendation.
- Trustee Mullen suggested developing a policy regarding email communications. Todd Frederick was tasked with developing a draft.

<b>ADJOURNMENT</b>
--------------------

**Adjournment** The meeting was adjourned at 7:30 p.m. Unless otherwise announced, the next meeting of the Board of Trustees will be held on Wednesday, March 7, 2012 at 2:30 p.m., in the Lucia Mar Unified School District All-Purpose Room - Room 602G, Orchard Street, Lucia Mar Unified School District, Arroyo Grande, California.

Minutes Prepared By:

\_\_\_\_\_  
Todd Frederick  
Executive Assistant to the Board

\_\_\_\_\_  
Gilbert H. Stork, Ed.D.  
Secretary to the Board



SAN LUIS OBISPO COUNTY COMMUNITY COLLEGE DISTRICT

## BOARD OF TRUSTEES

### BOARD MINUTES

Regular Meeting

April 4, 2012

4:00 p.m.

The Board of Trustees of the San Luis Obispo County Community College District met in Regular Session in the Associated Students Auditorium, room 5401, San Luis Obispo Campus, Highway 1, San Luis Obispo, California, and via video conference (polycom) (video conference) N1015, Nacimiento/Wolf Building, North County Campus, 2300 Buena Vista Drive, Paso Robles, California; members and the public having been noticed as prescribed by law.

**1. Call to Order** Meeting convened at 2:31 p.m.

<b>2. Roll Call - Establish Quorum</b>	<u>Board Members</u>	<u>Present</u>	<u>Absent</u>
	Patrick W. Mullen, President	X	
	Angela Mitchell, Vice President		X
	Gaye Galvan	X	
	Per Mathiesen	X	
	Charlotte Alexander	X	

**3. Approval of Agenda** **Motion to approve:** Alexander — **Passed** by majority vote of the Board and unanimously by those members present to approve the agenda, as presented.

**4. Public Comment** None

**5. Recess to Closed Session** The Board recessed to Closed Session at 2:35 p.m.

**6. Reconvene in Open Session** The Board reconvened in open session at 4:07 p.m. Student Trustee Kayli Mazingo was present.

**7. Pledge** Trustee Mathiesen

**ADMINISTRATION PRESENT**

Gil Stork, Superintendent/President  
 Toni Sommer, Asst Supt/VP Administrative Services  
 Cathleen Greiner, Asst Supt/VP Academic Affairs  
 Linda Fontanilla, Asst Supt/VP Student Services  
 Sandee McLaughlin, Exec Dean, NCC and SCC

Pamela Ralston, Dean  
 Deborah Wulff, Dean  
 John Cascamo, Dean  
 Bill Benjamin, Exec Dir, Human Resources  
 Shannon Hill, Exec Dir, Inst Adv / Foundation

**VISITORS SIGN-IN** (Attachment A)**8. ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION** Government Code Section 54957.7

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

- The Board postponed the review of public employee performance evaluation, as presented.
- The Board unanimously approved all appointments and appointment changes, resignations, and public employee discipline/dismissal/release.
- The Board provided direction to the Administration regarding employee negotiations.

**Public Employee Performance Evaluation** a. Agency Negotiator: Patrick Mullen  
 General evaluation, Government Code Section 54957(b)(1)  
 Superintendent/President

**Public Employee Appointment** **Motion to approve as presented:** Alexander — **Passed** by majority vote of the board and unanimously by those members present, to approve the following public employee appointments, as presented.

**Appointments** Government Code Section 54957(b)(1)

- a. Short Term Temporary
- b. Division Chair, Mathematics
- c. Instructor, Full Time Tenure Track, Biology
- d. Instructor, Full Time Tenure Track, Chemistry
- e. Financial Aid Clerk II
- f. North County Coordinator, Mathematics

**Public Employment** **Motion to approve as presented:** Alexander — **Passed** by majority vote of the board and unanimously by those members present, to approve the public employee appointment changes, resignations, and retirements, as presented.

**Appointment Change** Government Code Section 54957(b)(1)

- a. Instructor Fine Arts, Unpaid leave of absence
- b. Instructor Health Education, Pre-Retirement Reduced Workload

**Resignation** Government Code Section 54957(b)(1)

- a. Division/Department Assistant ESL

**Retirement** Government Code Section 54957(b)(1)

None

**Public Employee Discipline/Dismissal/Release** Government Code 54957(b)(1)

Employee position #CL0200-00  
 Employee position #CL0117-00  
 Employee position #FT0036/FT0037

**Labor  
Negotiations/  
Terms &  
Conditions**

**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  
Instructions Regarding Unrepresented Employees,  
Superintendent/President, Confidential, Managers, Supervisors:

**9. REPORTS FROM EMPLOYEE ORGANIZATIONS**

**CCCUE**

John Fetcho, CCCUE President, presented the following to the Board:

- He argued that the layoff resolution should not be on the agenda due to unit concerns.
- He asked the Board to remove item N.5 from the agenda.

**Management  
Senate**

Mark Stengel, Management Senate President, presented the following to the Board:

- Management Senate members are well aware and recognize the impact of agenda items N.4 and N.5, which eliminate four management positions, and net three.
- Remaining managers will face new challenges related to the reorganization and/or elimination of classified employees.
- The membership will be receiving a 5 percent pay reduction as proposed in item N.6 of the agenda.

**Academic  
Senate**

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

- He updated the Board on the business the Senate had been undertaking; much of which was accreditation.
- Last Friday, the Senate approved the Facilities Plan, and Learning Outcomes. SLOA Coordinators did a great job with that.
- A student automated waitlist will be used this summer for course selection.
- Student survey has been endorsed for next fall.
- One Thousand dollars will go towards scholarships, and \$100.00 will go to graduate honor cords.

**CCFT**

Allison Merzon, CCFT President, presented the following to the Board:

- The Union is working on faculty evaluations; ongoing on how to shore up the content and tool, and educate members.
- They are continuing to work on advocacy.
- She will be attending CFT convention in a few weeks and then a lobbying conference.
- She commented on the Student Success Task Force recommendations and Mr. Ramos' pending remarks.
- She acknowledged the MOU in place as it relates to item N.8 and the collaborative work involved in its success.
- She commented on the impacts of the proposed Separation Incentive Plan.
- She addressed the concerns expressed by the Classified leadership,

and stated that she thought the layoffs were too close to the College's core mission. The wider impacts of the restructuring plan restrict the College's ability to adequately serve students.

## 10. REPORTS FROM BOARD MEMBERS

**Trustee Mitchell** Absent

**Trustee Mullen** Trustee Mullen reported the following:

- He attended the President's open forum on the 9<sup>th</sup>; glad to see the healthy turnout.

**Trustee Galvan** Trustee Galvan reported the following:

- She attended the County School Board Association's Educational Forecast.

**Trustee Mathiesen** No Report

**Trustee Alexander** No report.

**Student Trustee Mozingo** Trustee Mozingo reported the following:

- She and three other students, and Advisor, Anthony Gutierrez, traveled to Washington, DC for the American Association of Community Colleges Spring Advocacy Conference. She will give a brief presentation of the trip at a future board meeting.
- The group provided food and assistance at the No Place for Hate event last week.
- They had a fun in the sun safe spring break event today.
- The ASCC budget committee has been working on the upcoming year's budget.
- She announced the results of the student elections: President Elect - Elliott Bonior and Vice President Elect - Jordan Knowles. Changes to the ASCC Constitution were also approved by the student body.
- The Student Senate of California Community Colleges General Assembly will take place in Southern California.

**11. Report from Supt/Pres** Dr. Stork presented the following in addition to his written report:

- He recognized the passing of Dr. Grace Mitchell, third Superintendent/President of Cuesta College.
- He recognized the passing of Joy Henry, the first registrar of the College.
- He recognized the success of the No Place for Hate event and reception.
- The College has been working closely with the Economic Vitality Corporation (EVC) with regard to addressing the economic strategies for the County of San Luis Obispo. One of those is the knowledge and innovation strategy, matching education and workforce needs. One collaborative activity involving the college, EVC and CalPoly is putting on job fairs. Cuesta conducted its job fair last week. He thanked John Cascamo, Matthew Green, Israel Dominguez and all the staff who supported this successful event.
- He recognized 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**

None

**14. Reports**

**Student Success Task Force**

Board of Governors member Henry Ramos presented a brief to the Board regarding the Student Success Task Force recommendations that were approved and forwarded to the Chancellor's office. Conversation took place regarding the viability, practicality, and the potential impacts of the recommendations on California's community college. Some can be implemented; some need legislative approval, while others still need to have funding sources determined.

**Community Image Scan Results for Cuesta College**

Executive Director, Advancement/Foundation, Shannon Hill, presented a brief of the results of a recent community image survey that was conducted by the Clarus Corporation. The full scan is available for review on the Foundation's Marketing web page and the institution's Research Department web page (Attachment B).

**Public Comment**

Kevin Bontenbal, commented regarding the time during which the community scan was conducted and the new circumstances the college finds itself with regard to accreditation. He reported that, based on his interaction with others, the prevailing attitude within the community is concern. With regard to any discussions involving a bond measure, he feels the data is not current.

<p><b>BUSINESS AGENDA</b> <b>ACTION / DISCUSSION ITEMS</b></p>
--

**1. College Planning and Budget Development**

Information Only

Toni Sommer presented an update with regard to the State's ongoing budget issues and the possible impacts to the institution. She presented a budget review, which included background on the work up for 2011-2012, the overflow impacts it will have on 2012-2013, and how it affected the development of the Budget Reduction Plan.

**2. Accreditation and Master Planning**

**Information Only.**

Dr. Stork commended the work of the Accreditation Steering Committee and the leadership of Deb Wulff and Kevin Bontenbal.

Deb Wulff, Dean of Academic Affairs and Accreditation Liaison Officer provided the following information to the Board:

- She summarized the work that has been accomplished thus far, which included extensive workshops with campus groups and individuals with consultant Dr. Conrad.
- The revised 2012-2014 Strategic Plan will replace and suspend the contents of the 2010-2013 version.
- Mike Hill, College Brain Trust, came in to review the Fiscal Plan and meet with several groups and individuals. He is preparing a letter of endorsement regarding the Fiscal Plan.

- Documents included for review by the Board: Integrated Planning Manual, Educational Master Plan Addendum, and Institutional Goals and Objectives.

Trustee Alexander inquired as to how the new model for integrated planning differed from what the college was doing before. Ms. Wulff summarized the improvements and the ability to assess the planning process properly.

Dr. Stork requested to schedule a second meeting during April to facilitate meeting the accreditation response timeline. A special meeting was scheduled for April 18, 2012 at 4:00 p.m. in the Associated Students Auditorium.

### 3. Elections for District Board Members

**The Board agreed through consensus:** to move forward with the proposal to adopt by-trustee area elections for District Board members and use the newly aligned San Luis Obispo County Supervisorial District Map, as presented.

Mike Smith, of Lozano Smith, presented the proposal for adopting by-trustee area elections and the steps required to satisfy the process. The content of the presentation was informational only.

The meeting recessed at 5:30 p.m.

The meeting reconvened at 5:43 p.m.

### 4. Budget Reduction Plan

**Motion to approve:** Mathiesen — **Passed** by majority vote of the board and unanimously by those members present to approve the Budget Reduction Plan for \$3 million, as presented.

Dr. Stork presented a background summary of the events and activities leading to the necessity of developing a budget reduction plan, which included the State's budget deficits and sequential budget funding reductions to the community college system. In three years, the District annual budget has been reduced from just over \$51 million to nearly \$42 million.

A detailed, step by step brief was presented to the Board regarding the components and intent of the budget reduction plan. The plan includes Classified and classified manager layoffs, a separation incentive plan for faculty and a 13 day furlough plan for all executive managers, academic managers, classified managers, supervisors and confidential employees. A gap remains in meeting the full amount of the reduction required to balance the budget. The administration will be discussing with the bargaining units, other options with regard to reducing costs within respective employee groups. That is all subject to negotiations. Dr. Stork stated that if no progress can be made in negotiating other possible reductions, he would bring an additional plan to facilitate further cuts.

Trustee Alexander ask if Dr. Stork would be bringing any further information or detail to the Board in May, considering the timeline has been moved up a month; specifically, when would the Board receive notification that additional cuts would be required to meet the gap. Dr. Stork said new information would be presented every month as necessary. All notifications regarding layoffs and

reduction must be made by May 15, 2012 in order to maximize the savings of any proposed reductions.

#### Public Comment

Peggy Hudson, Cuesta classified employee, stated the reduction plan was too skeletal. She commented on the reorganization of the division assistants and questioned the viability of the timeline presented in the plan.

Kevin Bontenbal, faculty, voiced concern regarding moving the office of institutional research to marketing and communications. He asked that if the Board moves forward with the reduction plan, this element of the plan be removed from consideration. He stated that the reduction plan would have significant negative impact on instruction.

Trustee Alexander said she hears and appreciates the statements of others, asking them to look into alternative solutions, but it is all about the money and developing a budget in a timely manner; doing so having \$3 million less to work with. She stated she understands that the positions in question are important, but asked Mr. Bontenbal if the faculty were willing to give up funding to support keeping them as they are. She said she didn't see how the District could move forward without establishing this base. She supports Dr. Stork's remarks, wherein creative solutions are still welcome. There may be a need for clarification on certain things, but they have to start somewhere.

Trustee Mullen agreed. He encouraged everyone to continue to think about alternative solutions and creative proposals.

Trustee Mozingo agreed.

Dr. Stork commented on the severity of the level of reductions the college is facing. He acknowledged that during open forums, when it comes down to this level, no one wants to talk about programs or people. He said that the college could probably cull out \$100,000.00 in operational budgets, but the college still has to function. The general operating budgets for the college have been reduced from \$2 million to \$400,000.00 in just a few years. The footprint of the college has not changed much and there are programs in existence that people will defend and say are necessary, but discussions must take place regarding whether a program is critical or necessary. Last year the faculty asked the Board for their support in protecting athletic and performing arts programs without going through a thorough review, which they did. He said there may be someone out there who is saying, why is there still a sports program when my job is being eliminated. Cuesta is a comprehensive college and will remain so. There are not many non-academic areas in academic affairs. He stated he had not heard from anyone over the past six weeks with a plan that would attain the same level of savings that is being proposed tonight.

Dr. Stork said he had already met with Dr. Bontenbal regarding the office of research and understands he was delivering the

sentiment of the faculty and senate. He said he needed to have control over that office to ensure the college had the proper resources necessary to meet the needs Dr. Bontenbal addressed. Dr. Stork said he knows what is required in this area, having served as the Vice President of Student Services for 14 years, when research was under that department, and is in a better position than any other administrator to put forth the required resources. He said he understands the emerging data requirements and the data analysis required in order to drive the integrated planning process. It will not be done in a vacuum. The President's office will provide additional support to the office of research. Dr. Stork said this is our best thinking and best shot under the current circumstances; we will discover inefficiencies in some areas and continue to make modifications in subsequent plans and adjustments as time goes on. He said the plan for reprographics may not be the best plan, but the fact remains that the District still has to come up with \$3 million in budget reductions.

After the vote, Dr. Stork said he did not thank the Board for taking this action, as there was nothing to be thankful for, but stated it was the correct action.

**5. SLOCCCD  
Resolution 07-12;  
Classified and  
Classified  
Managers Layoffs**

**Motion to amend SLOCCCD Resolution 07-12, striking reference to any specific department for (4) positions – Division/Department Assistant, 100% FTE/11 month position:** Galvan — **Passed** by majority vote of the board and unanimously by those members present to amend SLOCCCD Resolution 07-12, striking reference to any specific department for (4) positions – Division/Department Assistant, 100% FTE/11 month position.

**Motion to approve as amended:** Galvan – **Passed** by the majority of the Board by roll call vote of those members present, to approve SLOCCCD Resolution 07-12, as amended.

Yes – 5, No – 0, Absent – 1 (Mitchell)

Dr. Stork requested a modification to the resolution, striking reference to any specific department for Division/Department Assistant – (4) positions. He stated this was due to advice from counsel regarding how the seniority list was developed for these positions.

Trustee Alexander asked what the college was going to do for laid-off employees. Dr. Stork indicated there would be new positions under the reorganization that would be available through an internal only recruitment. Any employee affected by the layoff may apply. The standard job rights and assignment to the 39 month rehire list apply.

**Public Comment**

Ilene French, classified union vice president, stated the resolution should still be pulled because the District incorrectly calculated seniority for the purposes of a reduction in force. She requested the Board not take action. She said the administration needs to give up something major, something more than 5 percent. She

read a statement from John Fetcho regarding the elimination of the Math Lab Coordinator position on the North County Campus.

Lisa Curtis, DSPS, commented on the impact of reduced student services, especially on student veterans. She summarized the level of support currently being provided to veterans and the difficulties of maintaining adequate support.

Steven Boothe, classified employee, acknowledged the profound stress this must cause in those making these decisions. He asked that more time be allowed to develop alternative solutions.

Trustee Mathiesen moved to postpone action on this item until April 18, 2012. The motion died for lack of a second.

Trustee Mazingo commented on the need to continue adequate service to students, including tutoring. She suggested part-time faculty being allowed office hours and to work that into the tutoring hub.

Dr. Stork provided the background on the development of the student success center and how it was designed to maximize providing services to students. It drove the elimination of the math lab coordinator position on the SLO campus. The plan was to duplicate it in North County when the learning resource center came online. He indicated that is what is occurring now.

Trustee Mullen noted these circumstances and subsequent actions were not the fault of any specific employee group or any one individual, but rather an unfortunate lack of state funding. The District is faced with the miserable task of making the best of a terrible situation. He endorses the idea of continuing to find creative solutions to these problems, but also recognizes the need to move forward and have a plan in place.

Responding to Trustee Alexander, Dr. Stork said the approval of this resolution did not slam the door on any other offers of solutions or alternative plans. Moving up the timeline actually provides 90 days before the Board's actions are in effect.

Trustee Alexander said she looked forward to hearing from the classified and faculty unions, as well as the academic senate, at the April 18 meeting, with regard to alternative plans or creative solutions addressing this issue.

**6. SLOCCCD  
Resolution 11-12;  
Executive Manager,  
Academic Manager,  
Classified Manager,  
Supervisor, and  
Confidential  
Employee Furlough**

**Motion to approve as presented:** Mathiesen — **Passed** by the majority of the Board by roll call vote of those members present, to approve SLOCCCD Resolution 11-12, as presented.

Yes – 5, No – 0, Absent – 1 (Mitchell)

Dr. Stork presented this item as part of the budget reduction plan. This action results in a 5 percent reduction in salary for those employees affected.

Trustee Alexander appreciates the impact of this action on the 44 people affected and thanks them.

**7. SLOCCCD  
Resolution 06-12;**

**Motion to approve as presented:** Galvan — **Passed** by the majority of the Board by roll call vote of those members present,

**Transfer of Contingency Funds**

to approve SLOCCCD Resolution 06-12, as presented.

Yes – 5, No – 0, Absent – 1 (Mitchell)

Toni Sommer stated the purpose of this action, indicating the Board previously satisfied this requirement by including the use of contingency funds in the budget plan. Movement of contingency funds to the general fund requires a 2/3 majority vote by the Board.

Public comment

Allison Merzon questioned the proposed edits brought forward during yesterday’s Planning and Budget meeting that were not included in the item presented to the Board; the vote tied, therefore it passed.

Todd Frederick pointed out that according to Robert’s Rules, by which the committee conducts its meetings, a tie vote is a lost vote; therefore, any motion for edits to the resolution failed and did not move forward to the Board for consideration.

Dr. Stork deferred to the pleasure of the Board with regard to the recitations, which have no impact on the intent of the resolution.

**8. SLOCCCD Resolution 13-12; Action to Rescind San Luis Obispo County community college District Resolution No. 02-12**

**Motion to approve:** Mozingo — **Passed** by the majority of the Board by roll call vote of those members present, to approve SLOCCCD Resolution 13-12, as presented.

Yes – 5, No – 0, Absent – 1 (Mitchell)

Dr. Stork reviewed the background of this item. DSPS faculty, managers, and the faculty union came together and developed a plan that would split the two positions, one moving to academic skills and the other remaining in DSPS to accommodate some of the needs Lisa Curtis addressed earlier during public comment. DSPS faculty did give up overload to facilitate this alignment.

Allison complimented the DSPS faculty for thinking outside the box and the administration for being willing to engage the process.

Trustee Mathiesen excused himself from the meeting.

The meeting recessed at 8:40 p.m.

The meeting reconvened at 8:48 p.m.

**9. Curriculum**

**Motion to approve:** Alexander — **Passed** by majority vote of the board and unanimously by those members present to approve the curriculum recommendations, as presented.

Kevin Bontenbal presented for Cheri Moore whose son was selected to participate on the U.S. Biking team in Belgium.

Responding to Trustee Alexander, Dr. Bontenbal reviewed the fact that the Academic Senate imposed a moratorium on distance education classes just prior to the meeting during which action was taken on these recommendations. That is why the distance education courses were removed from consideration. The purpose of the action was because the college had exceeded the 50 percent threshold with regard to how much of a degree or

certificate could be completed online without submitting a substantive change to ACCJC.

**10. SLOCCCD  
Resolution 08-12;  
Voluntary  
Separation  
Incentive**

**Motion to approve:** Alexander — **Passed** by the majority of the Board by roll call vote of those members present, to approve SLOCCCD Resolution 08-12, as presented.

Yes – 4, No – 0, Absent – 2 (Mitchell, Mathiesen)

Toni Sommer reviewed the particulars of the proposal and the criteria for eligibility for the incentive. There are 54 eligible individuals. The anticipated savings is net of the \$15,000.00 payout and backfill of part-time faculty.

Responding to Trustee Mozingo, Ms. Sommer indicated that if the offer did not meet the needs of the District and was rescinded, any contracts or agreements with faculty who had agreed to participate would be null and void.

**11. SLOCCCD  
Resolution 09-12;  
Resolution of  
Recognition and  
Condolence**

**Motion to approve:** Alexander — **Passed** by the majority of the Board by roll call vote of those members present, to approve SLOCCCD Resolution 09-12, as presented.

Yes – 4, No – 0, Absent – 2 (Mitchell, Mathiesen)

Trustee Alexander noted that it was Dr. Mitchell's wish that anyone wanting to recognize her would do so by donating to the two Mitchell family scholarships she and her late husband started at Cuesta College.

**12. SLOCCCD  
Resolution 10-12;  
Proclaiming April  
2012 "Month of the  
Child" and "Child  
Abuse Prevention  
Month"**

**Motion to approve:** Galvan — **Passed** by the majority of the Board by roll call vote of those members present, to approve SLOCCCD Resolution 10-12, as presented.

Yes – 4, No – 0, Absent – 2 (Mitchell, Mathiesen)

Don Norton, Division Chair, Human Development read the resolution. Haila Hafley-Kluser, Supervisor of the Children's Center, presented a brief summary of the program.

Trustee Mozingo encouraged Mr. Norton to contact the ASCC to coordinate student volunteers for the events associated with this action.

**13. Classified  
Employee Emeritus  
Status**

**Motion to approve:** Alexander — **Passed** by majority vote of the board and unanimously by those members present to approve those employees recommended for Classified Employee Emeritus Status, as presented.

**14. Board Policy  
Review; AP 5055  
Enrollment  
Priorities**

No action – review and information only.

Kristin Pimentel, Director of Admissions and Records, presented a summary of the revisions.

**15. Board Policy  
Review; BP 4240,  
Academic Renewal  
Without Course  
Repetition**

No action – review and information only.

Kristin Pimentel, Director of Admissions and Records, presented a summary of the revisions.

- 16. **Board Policy Review; BP 4225, Course Repetition and Grade Alleviation** No action – review and information only.  
Kristin Pimentel, Director of Admissions and Records, presented a summary of the revisions.
- 17. **Public Employee Employment** **Motion to approve:** Alexander — **Passed** by majority vote of the board and unanimously by those members present to approve public employee employment, salary/wage for short-term temporary and unrepresented employees, as presented.
- 18. **Agenda** A preliminary list of proposed agenda items for the May 2, 2012 Regular Board meeting was presented for review. The Board agreed through consensus to the following:

- The April 18 special meeting will focus on accreditation items.
- Add MOUs with Alan Hancock
- Rescind action regarding reductions (Foundation)

**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, as presented:** Galvan — **Passed** by majority vote of the board and unanimously by those members present, to approve the consent agenda as presented.
- 2. **Board Minutes** Approve the draft minutes of the SLOCCCD March 7, 2012, regular Board meeting, as presented.
- 3. **Approval of Warrant Listings**

Check Date	Amount
03/05/12	\$ 714,598.17
03/07/12	\$ 245,900.97
03/12/12	\$ 220,240.03
03/14/12	\$ 50,298.83
03/19/12	\$ 1,651,817.47
03/21/12	\$ 143,667.68
03/26/12	\$ 517,405.26
<b>Total</b>	<b>\$ 3,543,928.41</b>
- 4. **Approval of Payroll Orders** Approve Payroll Orders for March 2012, as presented.
 

<u>Academic/Classified</u>	\$ 134,930.49	223
<u>Academic/Classified</u>	\$ 3,512,768.55	848
	\$ 3,647,699.04	1071
- 5. **Gifts to the College** Approve gifts to the college as presented on the regular agenda.

**Q. DISCUSSION**

- 1. What went well and; Does the Board have any set strategies for involving the community in discussion of issues that impact the community?

Trustee Galvan – Board practices are working well. She said the Board does not have anything in place with regard to the second question. She suggested Dr. Stork and Sandee McLaughlin get together with the County School Board Association and conduct an educational forecast that focuses on higher education.

Trustee Alexander – Said there are several activities, including Dr. Stork’s efforts, the Foundation Board of Directors and Advisory Committees, but she is unsure of any specific strategies the Board has.

Trustee Mazingo – All the meetings are open. Every decision the Board makes impacts the community in some way. Expansion to participate in Farmer’s Market is a great step, as well as the community scan. The meeting went well.

Trustee Mullen – Concurs. The Board had some difficult decisions to make this evening. He appreciates the ability of the District to work well together despite having to address difficult issues.

Dr. Stork – The Board has established an open arena for conversation. He said he was focused on the discussion regarding the second question. The advisory committees are dynamic sources of discussion. The other area is in business partners. He would like to see Board members attend those activities as well. Faculty are a great asset and source of information during business partner activities.

**ADJOURNMENT**

**Adjournment** The meeting was adjourned at 9:53 p.m. Unless otherwise announced, the next meeting of the Board of Trustees (Special) will be held on Wednesday, April 18, 2012 at 4:00 p.m., The Associate Students Auditorium, Room 5401, San Luis Obispo Campus, San Luis Obispo, California, and via polycom (video conference) N1015, Nacimiento/Wolf Building, North County Campus, Paso Robles, California

Minutes Prepared By:

\_\_\_\_\_  
 Todd Frederick  
 Executive Assistant to the Board

\_\_\_\_\_  
 Gilbert H. Stork, Ed.D.  
 Secretary to the Board



SAN LUIS OBISPO COUNTY COMMUNITY COLLEGE DISTRICT

## BOARD OF TRUSTEES

### BOARD MINUTES

Special Meeting

June 26, 2012

6:00 p.m.

The Board of Trustees of the San Luis Obispo County Community College District met in special session at the Associated Students Auditorium, room 5401, San Luis Obispo Campus, Highway 1, San Luis Obispo, California, and via video conference (polycom) (video conference) N1015, Nacimiento/Wolf Building, North County Campus, 2300 Buena Vista Drive, Paso Robles, California; members and the public having been noticed as prescribed by law.

**1. Call to Order** Meeting convened at 6:10 p.m.

<b>2. Roll Call - Establish Quorum</b>	<u>Board Members</u>	<u>Present</u>	<u>Absent</u>
	Patrick W. Mullen, President	X	
	Angela Mitchell, Vice President	X	
	Gaye Galvan	X	
	Per Mathiesen	X	
	Charlotte Alexander		X

**3. Approval of Agenda** **Motion to approve:** Mitchell — **Passed** by majority vote of the Board and unanimously by those members present to approve the agenda, as presented.

**4. Public Comment** None

**5. Recess to Closed Session** The Board recessed to Closed Session at 6:12 p.m.

**6. Reconvene in Open Session** The Board reconvened in open session at 7:20 p.m. Student Trustee Kayli Mazingo was present.

- 7. Board Workshop** The Board conducted its self-evaluation.
- The responses to the self-evaluation will be consolidated and presented at the August 1, 2012 regular meeting.
- Dr. Stork requested the Board President to appoint two trustees to work with the Superintendent/President's office in developing new goals.
- The Board will redesign the board development plan in August.
- Trustee Mullen supported the development of board goals in association with the accreditation standards.
- Trustee Alexander and Trustee Mitchell were selected to work on the Board Goals with Dr. Stork.
- Trustees were requested to return their responses to the Superintendent/President's office by July 15, 2012.
- The Board continued in regular open session at 7:30 p.m.

- 8. Pledge** Trustee Knowles

**ADMINISTRATION PRESENT**

Gil Stork, Superintendent/President	Pamela Ralston, Dean
Toni Sommer, Asst Supt/VP Administrative Services	Deborah Wulff, Dean
Cathleen Greiner, Asst Supt/VP Academic Affairs	John Cascamo, Dean
Linda Fontanilla, Asst Supt/VP Student Services	Bill Benjamin, Exec Dir, Human Resources
Sandee McLaughlin, Exec Dean, NCC and SCC	Shannon Hill, Exec Dir, Inst Adv / Foundation

**VISITORS SIGN-IN** (Attachment A)

- 9. ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION** Government Code Section 54957.7

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

- The Board approved all appointments, appointment changes, and employee release as presented.
- The Board provided direction to the Administration regarding employee negotiations.
- No other action was taken in closed session.

<b>Public</b>	a. Agency Negotiator: Patrick Mullen
<b>Employee</b>	General evaluation, Government Code Section 54957(b)(1)
<b>Performance</b>	Superintendent/President
<b>Evaluation</b>	

**Public** **Motion to approve as presented:** Mitchell — **Passed** by majority vote of the board and unanimously by those members present, to approve the following public employee appointments, as presented.

**Employee**

**Appointment** 3-yes, 0-no, 2-absent (Alexander, Mathiesen)

**Appointments** Government Code Section 54957(b)(1)

- a. North County Coordinator, English
- b. North County Coordinator, Social Science
- c. North County Coordinator, Language and Communication
- d. Instructional Associate, Learning Resources

**Public  
Employment**

**Motion to approve as presented:** Galvan — **Passed** by majority vote of the board and unanimously by those members present, to approve the public employee appointment changes and resignations, as presented.

3-yes, 0-no, 2-absent (Alexander, Mathiesen)

**Motion to approve as presented:** Galvan — **Passed** by majority vote of the board and unanimously by those members present, to approve the release of employee, employee position AD0003-00, as presented.

3-yes, 0-no, 2-absent (Alexander, Mathiesen)

**Appointment Change** Government Code Section 54957(b)(1)

- a. Institutional Advancement Support Coordinator – 12 months to 11 months
- b. Division/Department Assistant to Administrative Assistant/Scheduling Specialist for the Dean
- c. Admissions and Records Assistant to Accounting Technician II
- d. Division/Department Assistant to Scheduling Technician
- e. Division/Department Assistant to Fine and Performing Arts Coordinator
- f. Secretary III to Nursing and Allied Health Program Specialist
- g. Dean of Academic Affairs, Sciences, Math, Kinesiology, Health Sciences and Athletics to Interim Assistant Superintendent/Vice President of Academic Affairs

**Resignation** Government Code Section 54957(b)(1)  
None

**Retirement** Government Code Section 54957(b)(1)  
None

**Public Employee Discipline/Dismissal/Release** Government Code 54957(b)(1)

- a. Employee Position #AD0003-00

**Labor  
Negotiations/  
Terms &  
Conditions**

**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, Memorandum of Understanding.
- b. Agency Negotiator: Bill Benjamin  
Instructions Regarding Academic Employees; Negotiations: Memorandum of Agreement addressing budget reductions and affects of layoffs.
- c. Agency Negotiator: Patrick Mullen  
Instructions Regarding Unrepresented Employees, Superintendent/President, Confidential, Managers, Supervisors:

**10. 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.

None

## 11. General Hearing of Public Comment

Toni Sommer, Assistant Superintendent/Vice President, Administrative Services expressed thanks to Terry Reece, Jay Chalfant, and others who responded to the power outage last Wednesday night. Computer systems were taken offline correctly and slowly, preventing any loss of data or damage to equipment. Many hours were dedicated to bringing the system back up as well. She stated PG&E and Thoma Electric were professional throughout the event.

## 12. Reports

None

<b>BUSINESS AGENDA</b> <b>ACTION / DISCUSSION ITEMS</b>
--

### 1. Accreditation Progress Update

#### Information Only.

Deb Wulff, Dean of Academic Affairs and Accreditation Liaison Officer positively commented on the status of work being done to meet accreditation issues. Much work has been done in response to recommendations 6 and 7.

The first draft of the proficiency report is due October 15. The Curriculum Committee and Research Department have been consulted. Discussion took place regarding student learning outcomes and where the college stood with regard to completion. Ms. Wulff stated Student Services was further along than Academic Affairs.

Trustee Mullen asked why the college did not have or use the standard definition for a program as defined in Title 5 regulations. Ms. Wulff said the Academic Senate had redefined Cuesta programs in an effort to protect everything. It has made it more difficult and the college is accountable for it.

### 2. College Planning and Budget Development

Toni Sommer presented an update on the June 15, 2012 State budget.

If tax initiatives fail, there could be a change in apportionment that equates to between \$2.5 and \$2.8 million and a workload reduction of 7.3 percent.

Based on the District's current budget plan, should the initiatives fail, the District will be facing a shortfall of approximately \$750,000.00.

There is minimal gain with regard to state mandated cost reimbursements.

### 3. San Luis Obispo County Community College District and Cuesta College Classified United Employees (CCCUE) Memorandum of Understanding (MOU) Addressing

**Motion to approve:** Galvan — **Passed** by majority vote of the board and unanimously by those members present to approve the San Luis Obispo County Community College District and Cuesta College Classified United Employees (CCCUE) Memorandum of Understanding (MOU) Addressing Budget Reduction and Effects of Layoff, as presented.

5-yes, 0-no, 1-absent (Alexander)

Dr. Stork reported that the bargaining unit had elected to take option one of the agreement as it relates to summer furloughs.

**Budget Reduction  
and Effects of  
Layoff**

Bill Benjamin, the Executive Director of Human Resources and Labor Relations briefed the main points of the agreement. Furloughs will be taken in the form of a 32 hour work week through August 2012. The remainder will be taken in June 2013 and with three floating furlough days. The unit will recall its PERB, and roll the existing unit contract for next year.

- 4. Board Policy Review – Second Read Board Policy 5070, Attendance Accounting**
- Motion to approve:** Galvan — **Passed** by majority vote of the board and unanimously by those members present to approve Board Policy 5070, Attendance Accounting, as presented.
- 5-yes, 0-no, 1-absent (Alexander)
- 5. SLOCCCD Resolution 27-12, Rescind Action on Layoff Resolution, Resolution No. 21-12**
- Motion to approve:** Mitchell — **Passed** by majority vote of the board and unanimously by those members present to approve SLOCCCD Resolution 27-12, as presented.
- 5-yes, 0-no, 1-absent (Alexander)
- Dr. Stork reported this action was necessary because the funding was renewed and the positions previously eliminated through the approval of SLOCCCD Resolution 21-12 needed to be reinstated.
- 6. Sewer System Management Plan**
- Motion to approve:** Mathiesen — **Passed** by majority vote of the board and unanimously by those members present to approve the Sewer System Management Plan, as presented.
- 5-yes, 0-no, 1-absent (Alexander)
- Terry Reece briefed the need and purpose of the plan.
- 7. New Job Description, Classified Bargaining Unit Position**
- Motion to approve:** Galvan — **Passed** by majority vote of the board and unanimously by those members present to approve the new job description for Fine Arts Instructional Assistant, as presented.
- 5-yes, 0-no, 1-absent (Alexander)
- 8. Revised Job Description, Classified Bargaining Unit Position**
- Motion to approve:** Mathiesen — **Passed** by majority vote of the board and unanimously by those members present to approve the revised job description for DSPS Program Assistant, as presented.
- 5-yes, 0-no, 1-absent (Alexander)
- 9. Public Employee Appointments**
- Motion to approve:** Galvan — **Passed** by majority vote of the board and unanimously by those members present to approve the salary/wage for public employee appointments, as presented.
- 5-yes, 0-no, 1-absent (Alexander)
- 10. Closing Comments**
- Dr. Stork presented communications to the Board regarding Medical Administrative Activities (MAA) Program funding. He stated the revenue would be distributed: back to the programs that participated (45 percent), to technology (45 percent), and

administration of the program (10 percent). He thanked Dr. Fontanilla for leading the charge to implement this activity at Cuesta College.

## ADJOURNMENT

**Adjournment** The meeting was adjourned at 8:25 p.m. Unless otherwise announced, the next meeting of the Board of Trustees regular meeting will be held on Wednesday, July 11, 2012 at 2:30 p.m., The Associate Students Auditorium, Room 5401, San Luis Obispo Campus, San Luis Obispo, California, and via polycom (video conference) N1015, Nacimiento/Wolf Building, North County Campus, Paso Robles, California

Minutes Prepared By:

\_\_\_\_\_  
Todd Frederick  
Executive Assistant to the Board

\_\_\_\_\_  
Gilbert H. Stork, Ed.D.  
Secretary to the Board



SAN LUIS OBISPO COUNTY COMMUNITY COLLEGE DISTRICT

## BOARD OF TRUSTEES

### BOARD MINUTES

Regular Meeting

August 1, 2012

2:30 p.m.

The Board of Trustees of the San Luis Obispo County Community College District met in Regular Session in the Associated Students Auditorium, room 5401, San Luis Obispo Campus, Highway 1, San Luis Obispo, California, and via video conference (polycom) (video conference) N1015, Nacimiento/Wolf Building, North County Campus, 2300 Buena Vista Drive, Paso Robles, California; members and the public having been noticed as prescribed by law.

1. **Call to Order** Meeting convened at 2:34 p.m.

2. <b>Roll Call - Establish Quorum</b>	<u>Board Members</u>	<u>Present</u>	<u>Absent</u>
	Patrick W. Mullen, President	X	
	Angela Mitchell, Vice President	X	
	Gaye Galvan	X	
	Per Mathiesen	X	
	Charlotte Alexander	X	

3. **Approval of Agenda** **Motion to approve:** Mathiesen — **Passed** by majority vote of the Board and unanimously by those members present to approve the agenda, as presented.

4. **Public Comment** None

5. **Recess to Closed Session** The Board recessed to Closed Session at 2:35 p.m.

6. **Reconvene in Open Session** The Board reconvened in open session at 4:13 p.m.

7. **Pledge** Trustee Mathiesen

**ADMINISTRATION PRESENT**

Gil Stork, Superintendent/President

Toni Sommer, Asst Supt/VP Administrative Services

Sandee McLaughlin, Interim Asst Supt/VP Student Services

Deb Wulff, Interim Asst Supt/VP Academic Affairs

Pamela Ralston, Dean

John Cascamo, Dean

Bret Clark, Interim Dean

Bill Benjamin, Exec Dir, Human Resources

Shannon Hill, Exec Dir, Inst Adv / Foundation

**VISITORS SIGN-IN** (Attachment A)**8. ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION** Government Code Section 54957.7

Trustee Mullen announced the following actions taken in closed session.

- The Board unanimously approved all appointments, appointment changes, resignations, and employee release, as presented.
- The Board provided direction to the Administration regarding employee negotiations.
- The Board approved the contracts Addendum to contract for the Interim Dean of Academic Affairs, Sciences, Math, Kinesiology, Health Science and Athletics; and the contract for Executive Dean, North County Campus and South County Center.
- The Board rejected the claim for injury; two cases.
- The Board took action with regard to rescinding the release and accepting the resignation of employee position #AD0003-00.
- No further action was taken by the Board in closed session.

**Public** a. Agency Negotiator: Patrick Mullen  
**Employee** General evaluation, Government Code Section 54957(b)(1)  
**Performance** Superintendent/President  
**Evaluation**

**Public** **Motion to approve as presented:** Mitchell — **Passed** by majority vote  
**Employee** of the board and unanimously by those members present (5/0), to  
**Appointment** approve the following public employee appointments, as presented.

**Appointments** Government Code Section 54957(b)(1)

- a. Short Term Temporary
- b. Programmer
- c. Division/Department Assistant
- d. Division/Department Assistant

**Public** **Motion to approve as presented:** Mitchell — **Passed** by majority vote  
**Employment** of the board and unanimously by those members present (5/0), to  
 approve the public employee appointment changes and resignations,  
 as presented.

**Appointment Change** Government Code Section 54957(b)(1)

- a. Financial Aid Specialist to Financial Aid Coordinator
- b. Instructor to Interim Executive Dean of North County Campus and South County Center
- c. Instructor (E-7 to E-10)

**Resignation** Government Code Section 54957(b)(1)

- a. Web Coordinator

**Retirement** Government Code Section 54957(b)(1)

None

**Public Employee Discipline/Dismissal/Release** Government Code 54957(b)(1)

- a. Employee Position #AD0003-00

**Labor Negotiations/  
Terms &  
Conditions**

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

**Motion to approve as presented:** Mitchell — **Passed** by majority vote of the board and unanimously by those members present (5/0), to approve the Addendum to Contract for Dean of Academic Affairs, Sciences, Math, Kinesiology, Health Science and Athletics, and the Contract for Executive Dean, North County Campus and South County Center.

- a. Human Resources Development Agency Negotiator: Bill Benjamin  
Instructions Regarding Classified Employees; Negotiations - Memorandum of Understanding
- b. Agency Negotiator: Bill Benjamin  
Instructions Regarding Academic Employees; Negotiations - Tentative Agreement
- c. Agency Negotiator: Patrick Mullen  
Instructions Regarding Unrepresented Employees, Superintendent/President, Confidential, Managers, Supervisors: Addendum to Contract for Dean of Academic Affairs, Sciences, Math, Kinesiology, Health Science and Athletics; Contract for Executive Dean, North County Campus and South County Center.

**Litigation**

**Conference with Legal Council, Litigation, Significant Exposure to Litigation Pursuant to Government Code 54596.9(b);**

**Motion to approve as presented:** Mathiesen — **Passed** by majority vote of the board and unanimously by those members present (5/0), to reject two claims, as presented.

**9. REPORTS FROM EMPLOYEE ORGANIZATIONS**

**Academic Senate**

No Report

**CCFT**

Debra Stakes, CCFT Vice President, presented the following to the Board:

- She thanked Bill Benjamin and Todd Frederick for being flexible and including the job description for the DSPS Coordinator on this Board meeting's agenda.
- She stated faculty were concerned about the summer FTE issue and want to understand what happened.
- The group is in negotiations with the District.
- She advocated for Proposition 30.

**CCCUE**

No Report

**Management Senate**

No Report

**10. REPORTS FROM BOARD MEMBERS**

**Trustee Mitchell** No report.

**Trustee Mullen** No report.

**Trustee Galvan** No report.

**Trustee Mathiesen** No report.

**Trustee Alexander** No report.

**Trustee Knowles** Trustee Knowles thanked the Board for the opportunity to attend the Student Trustee Workshop in San Francisco.

**11. Report from Supt/Pres**

Dr. Stork presented the following in addition to his written report:

- He attended the opening of the Mid-State Fair on July 19, which was sponsored by Air-Gas.
- He stated the welding trailer was impressive, but more impressive were the students and their presentations and performance.
- He thanked Deb Wulff, Sandee McLaughlin, Bret Clark, and Gary Rubin for stepping up and meeting the challenges of interim appointments.
- He stated there was no schedule outline for the recruitment of either the VP of Academic Affairs or Student Services, and that the process would not take place this fall.
- The projected completion date for the recruitment is June 5, 2013.
- He acknowledged the Cuesta College 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**

None

**14. Reports**

Cuesta College Foundation Quarterly Report

Shannon Hill, Executive Director of Advancement/Foundation presented the Foundation Quarterly Report. She noted the November Foundation meeting would take place in North County. She said the student ambassadors would return next week.

**BUSINESS AGENDA**  
**ACTION / DISCUSSION ITEMS**

**1. Accreditation**

Deb Wulff, Interim Assistant Superintendent/Vice President of Academic Affairs and Accreditation Liaison Officer presented the following to the Board:

- The college is in the process of cleaning up the web site, eliminating all bad links or references to old planning documents.
- She noted the anticipated Follow-up Report currently being prepared must be renamed the “Show Cause Report”; and must address all the standards. She anticipates having a clean draft by opening day.
- She is working on the Closure Report and will have a strong draft soon.
- She stated faculty members were working aggressively on Student Learning Outcomes and Assessments.
- Professional education of Cuesta staff and faculty with regard to integrated planning and the accreditation process is a priority.
- She said the Board would receive training from the Accrediting Commission for Community and Junior Colleges on August 24, 2012. Commission President, Dr. Barbara Beno, and Associate Vice President, John Nixon will be presenting.

**2. Amendment to the Regional Transit Authority Cooperative Agreement to Jointly Finance Fixed Route Transit Service to the San Luis Obispo County Community College District.**

**Motion to approve:** Galvan — **Passed** by majority vote of the board and unanimously by those members present (6/0), to approve the Amendment to the Regional Transit Authority Cooperative Agreement to Jointly Finance Fixed Route Transit Service to the San Luis Obispo County Community College District, as presented.

Dr. Stork reported that the agreement reflects an increase in fees of \$9465.00 and did not include any new services. North County students ride for free as a result of a generous donation from a community member.

Trustee Knowles confirmed the Regional Transit Authority had come out last semester to discuss student ridership.

**3. Agreement with Horta Food Services, Inc.**

**Motion to Approve:** Mathiesen — **Passed** by majority vote of the board and unanimously by those members present (6/0), to approve the Agreement with Horta Food Services, Inc., as presented.

**4. New Job Description, Faculty**

**Motion to Approve:** Mathiesen — **Passed** by majority vote of the board and unanimously by those members present (6/0), to approve the new job description for Faculty Coordinator of Disabled Student Programs and Services, as presented.

**5. Board Professional Development**

Dr. Stork offered several options for the Board to consider with regard to the development of goals and self-assessment tool. He discussed developing an automated assessment piece to facilitate quarterly review, rather than one end-of-year piece.

Trustee Mullen endorsed waiting until after the accreditation workshop to work on developing Board goals. He said the self-evaluation tool should include benchmarks.

Trustee Alexander agreed and said the assessment piece should be more detailed and measureable.

The Board reviewed their annual self-evaluation assessment.

**6. Public Employee Appointments**

**Motion to approve as presented:** Alexander — **Passed** by majority vote of the board and unanimously by those members present (6/0), to approve the salary/wage for public employee appointments, as presented.

**7. Agenda**

A preliminary list of proposed agenda items for the September 5, 2012 Regular Board meeting was presented for review. The Board agreed through consensus to the proposed agenda, with the following considerations:

Trustee Mullen asked what the completion rate was for student learning outcomes and assessment.

Deb Wulff stated several departments/areas had not submitted their work. She said she was developing a plan to contact those departments and close the gap. Eligibility Requirement 19 calls for the public listing and evidence of student learning outcomes and assessment. Training is planned and mentoring will be made available to help close the gap. She will also be meeting with Division Chairs and faculty to address the issue.

Dr. Stork said he would be addressing this issue and make pointed comments regarding compliance in this and other areas. Colleges will go on “show cause” solely for the bases of not being at acceptable proficiency levels.

**Public Comment**

Debra Stakes stated that many programs that are out of compliance are programs that only have part-time instructors that are not paid for the amount of work involved in creating and assessing student learning outcomes, and then evaluating those outcomes. The bargaining unit is working on negotiating a stipend for providing that work. It is work that is not within the contracted scope of part-time instructors. It should not be expected that part-time instructors would take on that work.

Dr. Stork respectfully disagreed with Dr. Stakes. He said he believed every faculty member that teaches a course has the responsibility to publish, in their syllabus, student learning outcomes for the course they teach and complete the assessment. He stated Dr. Stakes was referring to the creation of the original student learning outcomes and whether that was an issue. He said he would like to think that it is the professional responsibility of anyone who teaches a class to be able to tell their students what is the most important thing that they will walk away with from the class – whether they are told by a Division Chair or Dean, it is innate to be able to run my course, my class; and to be able to respond to how well the students did in relationship to the student learning outcomes is a basic element to being an effective, responsible teacher. Dr. Stork said he did not believe it was a workload issue; it is a change in how a class is delivered and a way in how to determine whether or not students are learning anything; not just by the number of A's, B's, or C's given. It is a much broader conversation than just that, and money is not the answer.

Trustee Mathiesen said when he was teaching part-time, he had to write the curriculum, tell the students what the expected outcome would be, and then evaluate that outcome. This was the case 30 years ago; what happened?

### 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** Trustee Mitchell requested the minutes be pulled for separate consideration/approval in that she and Trustee Mullen were not at that meeting.

**Motion to approve:** Galvan — **Passed** by majority vote of the board and unanimously by those members present (6/0), to approve the consent agenda, less the draft board minutes for the June 6, 2012 regular meeting.

**Motion to approve:** Galvan — **Passed** by majority vote of the board and unanimously by those members present (4 yes/2 abstain (Mitchell/Mullen)), to approve the draft board minutes for the June 6, 2012 regular meeting.

- 2. Board Minutes** Approve the draft minutes of the SLOCCCD June 6, 2012, regular Board meeting, as presented.

- 3. Approval of Warrant Listings**

Check Date	Amount
07/02/12	\$ 195,015.99
07/09/12	\$ 171,414.61
07/11/12	\$ 29,044.66
07/16/12	\$ 97,312.25
07/18/12	\$ 168,241.97
07/23/12	\$ 1,028,590.58
<b>Total</b>	<b>\$ 1,689,620.06</b>

- 4. Approval of Payroll Orders** Approve Payroll Orders for June 2012, as presented.

<b>Academic/Classified</b>	\$ 115,251.81	167
<b>Academic/Classified</b>	\$ 2,041,118.79	486
	\$ 2,156,370.60	653

<b>Q. DISCUSSION</b>
----------------------

1. What practices are working well during Board meetings and what can be improved, and do board policies adequately address parameters for fiscal management that meet audit standards?

Trustee Mitchell – She stated she was on the Audit Committee but had not reviewed the policies; and noted the accreditation standard that referred to the regular review of board policy.

Trustee Alexander – The meeting went well; she inquired as to whether the Board was maximizing the use of the consent agenda. Can more issues be placed on the consent agenda rather than in the regular business agenda? She said she could not answer the second question without first reviewing the applicable policies.

Trustee Mathiesen – The meeting went very well. He said he had no idea with regard to the second question.

Trustee Galvan – The Board's practices are working well. She stated the District meets the audit standards as evidenced by the recurring unqualified reports.

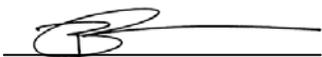
Trustee Knowles – Said there were good, meaningful discussions regarding the issues brought to the Board. He had no response to question number two.

Dr. Stork – Stated the auditing team reviews board policy to ensure they meet standards. He commented with regard to the audit and the resulting credit rating the college receives. Earlier in the year, the consortium voiced concern that the college was on "show cause", and that it could impact the quality of the consortium; however, the college was invited to participate - Toni Sommer reported today the District's Tax Revenue Anticipation Note sold through the consortium, and that the District had received the highest credit rating, regardless of its accreditation status, due to its financial efficiencies and conduct. The college is managing its fiscal issues in a solid manner.

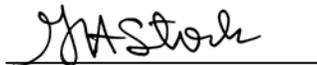
<b>ADJOURNMENT</b>
--------------------

**Adjournment** The meeting was adjourned at 6:02 p.m. Unless otherwise announced, the next meeting of the Board of Trustees will be held on Wednesday, September 5, 2012 at 2:30 p.m., in the Associate Students Auditorium, Room 5401, San Luis Obispo Campus, San Luis Obispo, California, and via polycom (video conference) N1015, Nacimiento/Wolf Building, North County Campus, Paso Robles, California

Minutes Prepared By:



Todd Frederick  
Executive Assistant to the Board



Gilbert H. Stork, Ed.D.  
Secretary to the Board



SAN LUIS OBISPO COUNTY COMMUNITY COLLEGE DISTRICT

## BOARD OF TRUSTEES

### BOARD MINUTES

Regular Meeting  
December 12, 2012

The Board of Trustees of the San Luis Obispo County Community College District met in Regular Session in the Associated Students Auditorium, room 5401, San Luis Obispo Campus, Highway 1, San Luis Obispo, California, and via video conference (polycom) (video conference) N1015, Nacimiento/Wolf Building, North County Campus, 2300 Buena Vista Drive, Paso Robles, California; members and the public having been noticed as prescribed by law.

1. **Call to Order** Meeting convened at 2:35 p.m.
  
2. **Roll Call - Establish Quorum**

Board Members	Present	Absent
Patrick W. Mullen, President	X	
Angela Mitchell, Vice President	X	
Gaye Galvan	X	
Charlotte Alexander	X	
Barbara George	X	
  
3. **Oath of Office** Dr. Stork administered the Oath of Office to new trustee Dr. Barbara George and continuing, re-elected/uncontested trustees Gaye Galvan and Angela Mitchell.
  
4. **Approval of Agenda** **Motion to approve as amended:** Alexander — **Passed** by majority vote of the Board and unanimously by those members present (6/0) to approve the agenda, as amended.  
  
Dr. Stork indicated a ceremonial swearing-in of Dr. George would take place.
  
5. **Public Comment** None
  
6. **Recess to Closed Session** The Board recessed to Closed Session at 2:40 p.m.
  
7. **Reconvene in Open Session** The Board reconvened in open session at 4:10 p.m. Student Trustee Knowles was present.
  
8. **Pledge** Trustee Mitchell

**ADMINISTRATION PRESENT**

Gil Stork, Superintendent/President

Toni Sommer, Asst Supt/VP Administrative Services

Sandee McLaughlin, Interim Asst Supt/VP Student Services

Deb Wulff, Interim Asst Supt/VP Academic Affairs

Gary Rubin, Interim Exec Dean, North County Campus and South County Center

Pamela Ralston, Dean

John Cascamo, Dean

Bret Clark, Interim Dean

Bill Benjamin, Exec Dir, Human Resources

Shannon Hill, Exec Dir, Inst Adv / Foundation

**VISITORS SIGN-IN** (Attachment A)**9. ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION** Government Code Section 54957.7

Trustee Mullen announced the following actions taken in closed session.

- The Board unanimously approved all appointments, appointment changes, resignations, and retirements, as presented.
- The Board provided direction to the Administration regarding employee negotiations.
- No further action was taken by the Board in closed session.

**Public** a. Agency Negotiator: Patrick Mullen  
**Employee** General evaluation, Government Code Section 54957(b)(1)  
**Performance** Superintendent/President  
**Evaluation**

**Public** **Motion to approve as presented:** Alexander — **Passed** by majority  
**Employee** vote of the board and unanimously by those members present (4/0,  
**Appointment** Trustee Mullen not present during voting), to approve the following  
public employee appointments, as presented.

**Appointments** Government Code Section 54957(b)(1)

- a. Short Term Temporary
- b. Division Department Assistant

**Public** **Motion to approve as presented:** Alexander — **Passed** by majority  
**Employment** vote of the board and unanimously by those members present (4/0,  
Trustee Mullen not present during voting), to approve the public  
employee appointment changes, resignations, and retirements, as  
presented.

**Appointment Change** Government Code Section 54957(b)(1)

- a. Secretary II Safety Compliance to Safety Compliance Coordinator
- b. Foundation Accountant to Lead Accountant – Foundation
- c. Instructor – American Sign Language, Pre-Retirement Reduced Workload
- d. Financial Aid Clerk I to Financial Aid Clerk II
- e. Instructor – Academic Support, Unpaid Leave of Absence
- f. Admissions and Records Specialist to Admissions and Records Coordinator

**Resignation** Government Code Section 54957(b)(1)

- a. Instructional Aid II, Workforce, Economic Development & Community Projects
- b. Secretary III

**Retirement** Government Code Section 54957(b)(1)

- a. Fiscal Analyst, Workforce, Economic Development & Community Projects

**Public Employee Discipline/Dismissal/Release** Government Code  
54957(b)(1)  
None

**Labor  
Negotiations/  
Terms &  
Conditions**

**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  
Instructions Regarding Unrepresented Employees;  
Superintendent/President, Confidential, Managers, Supervisors

**Litigation**

**Conference with Legal Council, Litigation, Significant Exposure to  
Litigation Pursuant to Government Code 54596.9(a)**

- a. One case – Injury

No Action

- 10. **Oath of Office** – Dr. Stork administered the Oath of Office to newly elected trustee, Dr. Barbara George.

Dr. George spoke, introducing her family and thanking those who helped with her election campaign.

- 11. **General Hearing of Public Comment**

Jim Patterson, 5<sup>th</sup> District Supervisor and Chair, commented on the Cuesta Sustainability Center. This will be the world’s largest solar project, producing 550 megawatts. He commented on the impact to education and the community. It will help educate the public, develop education curriculum for P16, beginning with K12 resources, and help train a workforce in the sustainable trade industry.

Jack Sullivan, retired full-time faculty, welcomed Dr. George and commented on the issue of whether faculty was doing their share with regard to forced budget reductions. He reminded the Board of the 50 percent law and inquired as to whether the Board was paying attention to that issue. Toni Sommer responded, citing 50.2 percent for 2010-2011, 50.9 percent in 2011-2012, and more cuts to non-instructional areas for 2012-2013.

Marilyn Cleese, faculty, commented on behalf of computer operations/office administration.

Clint Weirick, community, commented on the need for the District to revisit its campus tobacco policy, reminding the Board that many districts have gone entirely smokeless.

Danielle Blanchard, part-time faculty, read a statement on behalf of the part-time faculty, focusing on the impact that program elimination will have on students, faculty, the college and the community. She stated the process lacked team effort and collaboration. She requested the Board hold any action regarding program elimination until a better plan can be developed.

Meeting recessed at 4:30 p.m.

Meeting reconvened at 4:45 p.m.

## 12. REPORTS FROM EMPLOYEE ORGANIZATIONS

- CCCUE** Ilene French, President, presented the following to the Board:
- The congratulated Dr. George.
  - She thanked Dr. Stork for the additional days off during the holidays.
  - The bargaining unit has requested information from the District. As soon as it is received, they will be ready to move forward with negotiations.
- Management Senate** No Report
- Academic Senate** Kevin Bontenbal, Academic Senate President, presented the following to the Board:
- He welcomed Dr. George.
  - He stated the last few weeks had been challenging and stressful with regard to addressing program elimination. He empathizes with all who have been or will be affected.
  - Academic Senate passed a resolution expressing concerns regarding the process and alternative proposals. He urged the Board to consider it prior to making a decision regarding program elimination.
  - Academic Senate also approved a proposal to convene a task force to address revising Administrative Procedure AP4021.
  - Academic Senate requested the Board begin planning now for a 2014 general obligation bond.
  - Kevin Bontenbal and Julie Hoffman have been re-elected Academic Senate President and Vice President, respectively.
- CCFT** Allison Merzon, CCFT President, presented the following to the Board:
- She welcomed Dr. George and reported she had been in contact with her.
  - She commented regarding program elimination, stating the faculty had done a lot of work prior to the long-term budget plan came to the forefront. She said, given the appropriate time, faculty are up to the challenge of developing solutions.
  - She commented on the faculty's response to the Student Learning Outcome and Assessment Coordinator's call to complete all course student learning outcomes and assessment.
  - She acknowledged those who will be losing jobs.
  - She commented on how the college got into the economic position it is in. She said the State was largely to blame, but the college's long-term debt was also a major factor.
  - She stated that she hoped the Board would look at what the bargaining unit has on the table. A lot of political power has been used to get things to go in the right direction. She has attended her last meeting as lead negotiator. That effort has been decoupled from the Union President's responsibilities and will be taken over by Debra Stakes and Dawn Stokes.

## 13. REPORTS FROM BOARD MEMBERS

- Trustee Mitchell** No Report

- Trustee Galvan** Trustee Galvan presented the following:
- She attended the presentation of “The Snow Queen” at the Cultural and Performing Arts Center.
- Trustee Alexander** Trustee Alexander presented the following:
- She reminded everyone that the wind ensemble was playing in the Cultural and Performing Arts Center this evening.
- Trustee George** Trustee George presented the following.
- She stated it was a privilege and an honor to serve as a trustee for the District. She thanked everyone for the opportunity to serve the community and the college.
  - She said there was much grueling work to be done, and that it would not be pleasant. Standards are being met and she hoped the same employees that have worked so very hard over the past few years will continue and join together to remodel the vision for the college with collaboration, innovation, and imagination.
  - She stated there was no better team than what Cuesta currently has to go down the road together; a 50 year foundation with a great future.
- Trustee Knowles** Trustee Knowles presented the following:
- ASCC is provided support to students during finals week.
  - The group is working on events for spring.
  - There will be vacancies in the ASCC Executive Cabinet in spring.
  - The ASCC is working on its own strategic plan and goals for the semester and year.
  - He is serving on a Vice President selection committee.
  - He attended the Arroyo Grande Chamber luncheon. Assemblyman Katcho Achadjian was guest speaker.
  - The men’s soccer club won their division.
- 14. Trustee Mullen** Trustee Mullen presented the following:
- He attended the Cuesta basketball tournament.
- 15. Report from Supt/Pres** Dr. Stork presented the following to the Board:
- He noted the passing of long-time San Luis Obispo resident and Cuesta employee, Pete Pedroni. He was a valuable employee; someone who cared.
  - He congratulated Kevin Bontenbal and Julie Hoffman on their re-election as President and Vice President of the Academic Senate.
  - He stated the Academic Senate’s resolution was a misrepresentation; that the Senate has representation on each of the committees involved in the process of program elimination.
  - He appreciated Danielle Blanchard’s comments, but noted that some decisions are made under untenable situations.
  - Regarding Allison Merzon’s comments on student learning outcomes, Dr. Stork said the faculty response came at the tail-end of a ten-year window of opportunity to complete the work and from pressure from the State and the Accrediting Commission for Community and Junior Colleges.
  - He stated there are 100 fewer part-time faculty at Cuesta than there was four years ago, and noted that most of the workload cuts have come to rest on part-time faculty. Only when an entire program is eliminated will full-time faculty be affected.

- Classified employees face these issues during every budget cycle. This year there are 26 fewer Classified and Classified Management positions. It is his hope that it is the last of any major reductions. The action the District has taken regarding the budget is designed to eliminate the need to repeatedly cut year after year.
- Dr. Stork said that no one person takes these issues more seriously than he. Everything he asks the Board to do, either through support or action, is done with every consideration with regard to the impact it will have on students, staff, and the community.

Shannon Hill delivered the Foundation monthly gift report. She presented the Cuesta Foundation Annual Report to the Board.

- 16. 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.

## 17. Reports

### 1. Planning and Accreditation

Deb Wulff, Assistant Superintendent/Vice President, Academic Affairs, presented the following on the activities the college has been involved in with regard to accreditation and planning.

- She sent the last email communication to the college community regarding accreditation this week. She attached a list of the co-chairs for the accreditation standards for the 2014 self-study.
- She presented a draft of the timeline of activities for the follow-up report from the last visit and the 2014 comprehensive visit. The focus is to move it through quickly and efficiently, then focus on consolidating evidence.
- The draft of the 2014 self-study must be completed by January 2014.

Dr. Stork reported he had received the draft of the visiting team's report, reviewed it for factual errors, and submitted his response. Last week the final copy was received from the commission, along with a cover letter from Dr. Beno. The report is confidential until after the commission meets and takes action in January 2013. It can then be posted on the College's website for public review. He said the report is consistent with the information shared during the team's exit interview. Dr. Stork has responded to and accepted the commission's invitation to appear before them at the January review. He has asked Deb Wulff, Kevin Bontenbal, and Pat Mullen to accompany him. He has met with Shannon Hill to develop an appropriate communication piece – notice of information to the public. Once the commission has published its action, Dr. Stork will conduct an open forum in the morning to announce the results, which will be followed by a news conference in the afternoon. Dr. Stork stated the college would probably remain on some level of sanction, but he will be asking the commission to reaffirm the college. There has been substantial yeoman's work in demonstrating effort, seriousness, and dedication. Sanction has affected student enrollment, recruitment for staff and faculty, and donors; and has created an unbearable workload on the college.

Sandee McLaughlin, Assistant Superintendent/Vice President of Student Services and College Centers presented the Strategic Plan Progress Report July 2012 through October 2012. The regular report follows a designated cycle. This special report was included in the Show Cause Report. The regular report will be presented to the Board in January 2013 and posted on the college website.

<b>BUSINESS AGENDA</b> <b>ACTION / DISCUSSION ITEMS</b>
--

**1. Annual  
Organizational  
Meeting**

- O.1.a. Election of Officers - President and Vice President of the Board of Trustees, and the District Clerk

Trustee Galvan nominated Pat Mullen to continue as Board President, Angela Mitchell to continue as Vice President, and Dr. Stork to continue as Board Clerk.

**Motion:** Galvan — **Passed** by majority vote of the board and unanimously by those members present (6/0), to approve Pat Mullen as Board President, Angela Mitchell as Board Vice President, and Dr. Stork as Board Clerk for 2013.

- O.1.b. Date, Time, and Place of Regularly Scheduled Board Meetings

Discussion took place regarding the impact of having the board meeting in South County.

**Motion:** Mitchell — **Passed** by majority vote of the board and unanimously by those members present (6/0), to conduct the regular board meeting of the San Luis Obispo County Community College District on the first Wednesday of every month with the exception of April 10<sup>th</sup>, and not conduct a meeting in the South County during 2013.

- O.1.c. Appoint a District Representative who will attend the Annual Governing Boards Representatives' Meeting, typically held after the San Luis Obispo County School Board Association (SLOCSBA) Annual Fall Dinner Meeting in October. This individual's only responsibility is to help select members of the County Committee on School District Organization.

Trustee Mullen nominated Dr. George.

**Motion:** Mitchell — **Passed** by majority vote of the board and unanimously by those members present (6/0), to appoint Dr. Barbara George as the District representative to attend the Annual Governing Boards Representatives' Meeting in 2013.

- O.1.d. Appoint a Liaison Representative to the SLOCSBA. This individual represents the San Luis Obispo County Community College District (SLOCCCD) Board of Trustees at the SLOCSBA Executive Board Meetings. The same person may serve as the District Representative.

**Motion:** Mitchell — **Passed** by majority vote of the board and unanimously by those members present (6/0), to appoint Dr. Barbara George as the District liaison representative to the San Luis Obispo County School Board Association for 2013.

O.1.e. Appointment of Board of Trustees Audit Review Committee.

**Motion:** Galvan — **Passed** by majority vote of the board and unanimously by those members present (6/0), to have Angela Mitchell and Charlotte Alexander continue serving as the Board of Trustees Audit Review Committee for 2013.

O.1.f. Approval of Superintendent/President and Assistant Superintendent/Vice Presidents as Authorized Agents of the Board of Trustees.

**Motion:** Mitchell — **Passed** by majority vote of the board and unanimously by those members present (6/0), to approve the Superintendent/President and Assistant Superintendents/Vice Presidents as authorized agents of the Board of Trustees for 2013.

O.1.g. Authorization of Superintendent/President and Assistant Superintendents/Vice Presidents as Agents of the Board of Trustees for items such as Revolving Funds, Payroll Orders, Warrant Listings, Applications for Funds, and Reports.

**Motion:** Mitchell — **Passed** by majority vote of the board and unanimously by those members present (6/0), to authorize the Superintendent/President and Assistant Superintendents/Vice Presidents as Agents of the Board of Trustees for items such as revolving funds, payroll orders, warrant listings, applications for funds, and reports for 2013.

O.1.h. Authorization of Superintendent/President and Assistant Superintendents/Vice Presidents as Agents of the Board of Trustees for Contracts.

**Motion:** Mitchell — **Passed** by majority vote of the board and unanimously by those members present (6/0), to authorize the Superintendent/President and Assistant Superintendents/Vice Presidents as Agents of the Board of Trustees for contracts for 2013.

O.1.i. Approval of Management Group beginning December 1, 2012, for one year.

- Superintendent/President
- Assistant Superintendent/Vice President, Administrative Services
- Assistant Superintendent/Vice President, Academic Affairs
- Assistant Superintendent/Vice President, Student Services and Off Campus Center
- Executive Dean, North County Campus and South County Center
- Dean of Academic Affairs, Arts, Humanities, and Social Science

- Dean of Academic Affairs, Sciences, Math, Nursing and Allied Health, Kinesiology, Health Sciences and Athletics
- Dean of Academic Affairs, Workforce and Economic Development
- Dean of Student Services
- Executive Director, Human Resources and Labor Relations
- Executive Director, Institutional Advancement / Foundation

**Motion:** Mitchell — **Passed** by majority vote of the board and unanimously by those members present (6/0), to approve the Management Group beginning December 8, 2012, for one year, as presented.

## 2. Budget Development and College Planning

### Information Only

Toni Sommer conducted a review of the actions to be taken regarding the development of the District budget. The governor will announce his proposed budget in January, and the State Budget Workshop will take place on January 18<sup>th</sup>, following the Governor's announcement. She presented the timeline for 2013-2014 budget planning. The college must come up with a plan for the funding generated by Prop 30 – what was received and how it was spent.

Dr. Stork stated the Board will conduct a budget workshop in February, following the Governor's budget announcement.

Toni Sommer presented the timeline for implementation of the Long-Term Budget Reduction Plan.

## 3. Long-Term Budget Reduction Plan (2013-2017) – Instructional Program Reduction

**Motion:** Galvan — **Passed** by majority vote of the board and unanimously by those members present (6/0), to approve the Superintendent/President's recommendation regarding program elimination, suspension, modification, or retention, as presented.

Dr. Stork presented the following to the Board:

- The work resulting in the recommendation being presented to the Board has been accomplished in stages. Dr. Stork summarized his proposal, the process, and the timelines associated with the recommendations for program elimination, suspension, modification, or retention.
- College Council agreed by consensus that the first five programs would be eliminated and listed without any ranking. They took action to rank 23 programs by closed ballot with comments.
- Dr. Stork stated he made it clear from the beginning that the Council would be making a recommendation to him and that he would render a final decision. His three options were to endorse their recommendation, modify it, or reject it. He chose to modify the list. He reviewed the video of the presentations by program managers and thoroughly reviewed the written data.
- The final list was shared with the college during the open forum held on November 28<sup>th</sup>.

- His recommendation was forwarded to the Planning and Budget Committee for review and input. The committee requested additional information, which included savings, FTES loss, and program income generation.
- The Planning and Budget Committee endorsed Dr. Stork's recommendation and added five additional recommendations for consideration. Those additional recommendations with Dr. Stork's responses were included in his memorandum to the College and Board of Trustees.
- The recommendation includes ten programs to be eliminated.
- The interior design program has great potential to be considered under architecture. The design aspect of that program fits well.
- The college must be sensitive to the fact that it may take up to a year to eliminate a program based on the number of students currently enrolled and where they are relative to completing course of instruction.
- Geography is not scheduled because there is no faculty available to teach it, but it needs to be offered because of the impact it has on other degrees/certificates.
- Review of the remaining 45 programs is taking place in addressing gap analysis in an effort to continue to find ways of saving.
- The Long-Term Budget Reduction Plan was developed to immediately address reductions in the budget and the Accrediting Commission's Recommendation 7; to provide a mechanism to alleviate the annual slashing of the budget.
- With regard to the recommendation of reassessing the Long-Term Budget Reduction Plan, Dr. Stork said the college must adhere to the planning process. The plan has to be implemented and kept in force until there is sufficient information and opportunity to assess and make adjustments based on changing conditions. Changes in the budget will provide the opportunity to review the plan's impact on future years. The college will stay the course and follow the integrated planning model and the strategic plan as indicated in the Show Cause Report.
- The District is planning for a local bond in 2014. It is Board Goal number 7. When and how it will address that issue is up to the Board, but it must take place this year.

Responding to Trustee Alexander, Dr. Stork said no consideration was given to any particular location with regard to program elimination. Also, that it is unknown how many faculty will be directly affected, but they will all be part-time. He said, based on the number of sections eliminated, it will probably be between 40 and 45.

Responding to Trustee George, Dr. Stork stated ARCC data tracked students who complete career education technical programs. Some programs may be able to move to community programs. It depends on cost and affordability. Every program has value – there are no good choices. The college will look for every possible way to build back programs.

Responding to Dr. George, John Cascamo, Dean of Academic Affairs, said the advisory committees had been very active. They are composed of employers, who have also had to cut back. The Economic Vitality Corporation and Workforce Investment Board submitted a letter to the college identifying programs they believed to be central to the vitality of the community. Dr. Stork added that hundreds of emails and letters had been received from various areas of the community.

Responding to Trustee Knowles, Toni Sommer addressed concerns regarding the 50 percent law. She stated this action was only part of the Long-Term Budget Reduction Plan, and that additional action would be taken with regard to operations and classified staff.

#### Public Comment

Kevin Bontenbal commented on his role as a faculty member serving on college committees; that he cannot speak for faculty without first going back to the group he represents and acquiring feedback. He stated not all data was made available due to the quick turn-around of the task given. He said the college was made aware of Recommendation 7 in 2009 and waited until now to address it. Modifications to programs are not revitalization – he is concerned that many programs will become unviable and unable to properly serve students.

Allison Merzon commented as her role as an instructor and expressed her support for dance. She said kinesthetic learning is important. She asked the Board to consider allowing modifications to the program, which needs leadership. She requested important items be moved to the top of the agenda.

Andrew Carter, part-time instructor and San Luis Obispo Council member commented on the process used in determining the list for program elimination. He said it was terrible, rushed, and subject to changing rules. He commented on the absence of any physical education programs on the list; although he understands the Title IX issue.

Responding to Mr. Carter, Deb Wulff said reductions in physical education began two years ago; 64 FTES were cut last year. In 2013 the restrictions on repeatability kick in so additional impact will be experienced in this area. The schedule was reduced by approximately 50 percent and another quarter or one-third of that is expected in the future. The new restrictions will impact music and arts as well.

Responding to Trustee Mullen, Dr. Stork explained the reason for having to modify Administrative Procedure AP4021. Last year the procedure was implemented to address the revitalization/discontinuance of fashion and merchandising. A task force was established and in the end, revitalization was recommended. The task force also reported that the procedure was inadequate to address any issue of discontinuance and recommended changing it to adequately address discontinuance. The Academic Senate is now taking on that task and considering

separating discontinuance from revitalization. Dr. Stork said the college tried to follow the procedure model as closely as possible. He developed a proposal to use the procedure with some modifications, which was presented to College Council. The timeline was short, but necessary with regard to the urgency to effect a decision that would impact the spring and fall schedules.

Trustee Mullen commented on how extremely difficult these decisions are. The District has experienced nearly \$10 million in reduced funding, reduced its offerings, is serving 4000 less students, and is on Show Cause – this one item demonstrates the college’s ability to adjust and live within its funding stream on a long-term basis. He stated it made him ill, but a trustee’s obligation is to ensure the viability of the college through its accreditation and fiscal stability. The Board must balance accreditation and budget issues accordingly. He has received dozens of emails, comments, and phone calls from constituents who have businesses that benefit from the courses the college provides. They also have expressed an understanding of the need to live within an operable budget. Trustee Mullen said Prop 30 does not solve all the problems, and he is not willing to take a risk with any inkling of a lack of willingness to ensure the college is fiscally stable or fail to address sanctions and not adhere to the statements made in the Show Cause Report. He appreciates the passion everyone has displayed. He noted the process had not been perfect, but provided for input from multiple sources.

Trustee Mitchell expressed interest in investigating the possibility of moving hard hit programs like Agriculture Technology, Hospitality, and Culinary to community programs.

Trustee Mullen said future additional funding may provide an opportunity to redress these issues.

Trustee Alexander expressed her sensitivity to the arts, but stated Cuesta College was not in the position to be all things to all people. She said there were other ways for people to access some of the programs being eliminated. She said she was satisfied with the planning processes. They are in place for the future.

The meeting recessed at 7:13 p.m.

The meeting reconvened at 7:30 p.m.

#### 4. Curriculum Recommendations

**Motion to Approve:** Galvan — **Passed** by majority vote of the board and unanimously by those members present (6/0), to approve the degrees and certificates as revised; removing physical science, and as presented.

Cherie Moore, curriculum chair, said the curriculum committee had been working with the distance education committee. This is an area targeted by accreditation. She participated in a webinar last week. She reminded the Board that the Academic Senate placed a moratorium on any new distance education courses until a full review was conducted and any issues were resolved. On January 16, 2013, a flex day, the faculty will meet to discuss and

update text books, prerequisites, and course line reference. She reported much work had been done with regard to efficiency and faculty are revisiting course caps. She stated her hope that these actions would positively affect the impacts on program elimination and modification.

**5. Cuesta  
Sustainability  
Resource Center**

**Motion to approve:** Mitchell — **Passed** by majority vote of the board and unanimously by those members present (6/0), to approve the proposal for the Cuesta Sustainability, as presented.

Matthew Green and Derrick Lavoie presented a summary of the proposal for the Cuesta Sustainability Center. They acknowledged all the representatives from the community and solar companies for their work and support. The proposal was placed in the trust of Cuesta College, with everyone involved being aware of what the college was going through. Discussion took place regarding the rationale and components of the proposal.

Responding to Trustee Mullen, Matthew Green said the first phase would take place at Carrizo Elementary School, part of the Atascadero School District. And responding to Trustee Alexander, stated the building on the North County campus is empty; the former library.

Trustee George expressed her excitement for the project and commented on the thoroughness of the proposal. The project is far reaching and an opportunity to serve students and the community in light of the Board's previous actions this evening. She stated Henry Ramos, Board of Governors, heads up the committee on sustainability and requested a copy of the proposal be forwarded to him. It could serve as a model for the state.

**6. Faculty Emeritus**

**Motion to approve:** George — **Passed** by majority vote of the board and unanimously by those members present (6/0), to approve the recommendations for faculty emeritus, as presented.

**7. Agenda**

A preliminary list of proposed agenda items for the January 2, 2013 Regular Board meeting was presented for review.

The Board agreed through consensus to move the meeting to January 8, 2013, closed session to convene at 1:30 p.m. with open session convening at 2:30 p.m.

Trustee George requested adding the bond issue to the next meeting agenda.

The Board agreed through consensus to add the bond issue to the February 6, 2013 regular board meeting.

The Board agreed through consensus to move the District Audit Report to the February 6, 2013 regular board meeting.

**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:** Alexander — **Passed** by majority vote of the board and unanimously by those members present (6/0), to approve the consent agenda, as amended – pulling the draft minutes of the November 7, 2012 regular board meeting.

**2. Board Minutes**      Approve the Draft minutes of the SLOCCCD November 7, 2012, regular Board meeting, as presented.

Trustee Alexander noted the misspelling of Cal Fire Unit Fire Chief Rob (Lewin). The error was noted and will be corrected prior to publishing.

**Motion to approve:** Alexander — **Passed** by majority vote of the board and unanimously by those members present (6/0), to approve the draft minutes of the November 7, 2012 regular board meeting, as amended.

**3. Approval of Warrant Listings**

<b>Check Date</b>	<b>Amount</b>
10/29/12	\$ 1,583,214.27
10/31/12	\$ 136,074.41
11/05/12	\$ 459,188.68
11/07/12	\$ 32,788.99
11/14/12	\$ 651,720.40
11/19/12	\$ 236,990.14
11/21/12	\$ 463,155.31
11/26/12	\$ 228,886.15
11/28/12	\$ 136,882.13
<b>Total</b>	<b><u>\$3,928,900.48</u></b>

**4. Approval of Payroll Orders**      Approve Payroll Orders for November 2012, as presented.

<b>Academic/Classified</b>	\$ 152,459.74	187
<b>Academic/Classified</b>	\$ 3,256,590.01	781
	\$ 3,409,049.75	968

**5. Public Employee Appointments**      Proposed salary/wage for unrepresented short-term temporary and management employees.

**6. Quarterly Financial Status Report**      Salary adjustments for short-term and student position assignments.

<b>Q.</b>	<b>DISCUSSION</b>
-----------	-------------------

1. The Board previously discussed adding the bond issue to the February 6, 2013 regular board meeting.

Dr. Stork said he appreciated the Board staying in the moment and not underestimating the charge of their work.

## ADJOURNMENT

**Adjournment** The meeting was adjourned at 8:15 p.m. Unless otherwise announced, the next meeting of the Board of Trustees will be held on Wednesday, January 8, 2013 at 2:30 p.m., in the Associate Students Auditorium, Room 5401, San Luis Obispo Campus, San Luis Obispo, California, and via polycom (video conference) N1015, Nacimiento/Wolf Building, North County Campus, Paso Robles, California

Minutes Prepared By:

\_\_\_\_\_  
Todd Frederick  
Executive Assistant to the Board

\_\_\_\_\_  
Gilbert H. Stork, Ed.D.  
Secretary to the Board



SAN LUIS OBISPO COUNTY COMMUNITY COLLEGE DISTRICT

## BOARD OF TRUSTEES

### BOARD MINUTES

Regular Meeting  
February 6, 2013

The Board of Trustees of the San Luis Obispo County Community College District met in Regular Session in the Associated Students Auditorium, room 5401, San Luis Obispo Campus, Highway 1, San Luis Obispo, California, and via video conference (polycom) (video conference) N1015, Nacimiento/Wolf Building, North County Campus, 2300 Buena Vista Drive, Paso Robles, California; members and the public having been noticed as prescribed by law.

**1. Call to Order** Meeting convened at 2:03 p.m.

<b>2. Roll Call - Establish Quorum</b>	<u>Board Members</u>	<u>Present</u>	<u>Absent</u>
	Patrick W. Mullen, President	X	
	Angela Mitchell, Vice President	X	
	Gaye Galvan	X	
	Charlotte Alexander	X	
	Barbara George	X	

**3. Approval of Agenda** **Motion to approve as amended:** Galvan — **Passed** by majority vote of the Board and unanimously by those members present (5-yes, 1-absent; Alexander) to approve the agenda, as noted.

Dr. Stork requested to remove from consideration, closed session item D.3.a (appointment change, Supervisor, Children's Center, Human Development, Reduced Workload).

**4. Public Comment** None

**5. Recess to Closed Session** The Board recessed to Closed Session at 2:04 p.m.  
Trustee Alexander arrived at 2:06 p.m.

**6. Reconvene in Open Session** The Board reconvened in open session at 3:45 p.m.  
Trustee Knowles arrived at 2:51 p.m.

## 7. Workshop **Robert's Rules of Order**

Todd Frederick, Executive Assistant to the Superintendent and the Board, presented a video session and led a discussion on Robert's Rules of Order.

### **Budget Workshop**

Toni Sommer conducted a budget workshop for the Board and presented the following:

- She summarized the key components and requirements of Proposition (Prop) 30.
- She explained the impact of deferrals and the timeline for funding from Prop 30.
- Responding to Trustee Mullen, she indicated the interest on the Tax Revenue Anticipatory Note (TRAN) was 0.46 percent.
- Discussion took place regarding potential growth revenue.
- Discussion took place regarding the proposed 90 unit course cap subsidized by the state and the many issues to be resolved.
- She discussed the impact of the absence of redevelopment agency funding.

Dr. Stork noted the importance of the Board conducting two budget workshops to gain critical insight of what is expected and the issues the District may face over the next six months. The State's focus is education.

## 8. Pledge **Trustee Galvan**

### **ADMINISTRATION PRESENT**

Superintendent/President

Asst Supt/VP Administrative Services

Interim Asst Supt/VP Student Services

Interim Asst Supt/VP Academic Affairs

Interim Exec Dean, North County Campus  
and South County Center

Dean, Social Sciences, Fine and Performing Arts

Dean, Workforce and Economic Development

Interim Dean, Math, Sciences, Nursing/Allied  
Health, and Athletics

Exec Dir, Human Resources

Exec Dir, Inst Adv / Foundation

### **VISITORS SIGN-IN** (Attachment A)

## 9. **ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION** Government Code Section 54957.7

Trustee Mullen announced the following actions taken in closed session.

- The Board unanimously approved all appointments, appointment changes, and retirements, with the exception of item d.3.a, which was removed from consideration, and one faculty not considered for tenure due to ineligibility (Johnson).
- The Board provided direction to the Administration regarding employee negotiations.
- No further action was taken by the Board in closed session.

### **Public**

### **Employee**

### **Performance**

### **Evaluation**

a. Agency Negotiator: Patrick Mullen

General evaluation, Government Code Section 54957(b)(1)

Superintendent/President

### **Public**

### **Employee**

### **Appointment**

**Motion to approve as presented:** Mitchell — **Passed** by majority vote of the board and unanimously by those members present (6/0), to approve the following public employee appointments, as presented.

### **Appointments** Government Code Section 54957(b)(1)

a. Short Term Temporary

b. Institutional Research Assistant

- c. Job Developer
- d. Spring 2013 Temporary Faculty and Overload Assignments

**Public  
Employment**

**Motion to approve as presented:** Alexander — **Passed** by majority vote of the board and unanimously by those members present (5/0), to approve the public employee appointment changes, and retirements, as presented.

**Appointment Change** Government Code Section 54957(b)(1)

- ~~a. Supervisor, Children's Center, Human Development, Reduced Workload~~
- b. Community Programs Receptionist/Assistant, Unpaid Leave of Absence
- c. Recommendations for First, Second, Third Year, and Tenure Faculty Contracts (Johnson ineligible – removed)

**Resignation** Government Code Section 54957(b)(1)

- a. Instructional Aide II, Workforce, Economic Development & Community Programs
- b. Instructional Aide II, Workforce, Economic Development & Community Programs

**Retirement** Government Code Section 54957(b)(1)

- a. Part Time Instructor, Business Education
- b. Full Time Instructor, Fine Arts
- c. Part Time Instructor, English
- d. Part Time Instructor, Nursing/Allied Health

**Public Employee Discipline/Dismissal/Release** Government Code 54957(b)(1)

None

**Labor  
Negotiations/  
Terms &  
Conditions**

**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  
Instructions Regarding Unrepresented Employees;  
Superintendent/President, Confidential, Managers, Supervisors

**Litigation**

**Conference with Legal Council, Litigation, Significant Exposure to Litigation Pursuant to Government Code 54596.9(a);** One case – Injury

**Conference with Legal Council, Litigation, Significant Exposure to Litigation Pursuant to Government Code 54596.9(b)(1);** One case – Capital Outlay

**10. General Hearing of Public Comment**

None

**11. REPORTS FROM EMPLOYEE ORGANIZATIONS**

**Academic  
Senate**

Kevin Bontenbal, Senate President, reported the following to the Board:

- Cherie Moore was reappointed as the Curriculum Committee Chair.
- The Senate has formed a task force to look into program discontinuance and revising Administrative Procedure AP4021.

- He attended accreditation training in Los Angeles.
- He has requested information from the Vice President of Academic Affairs regarding program elimination, i.e., implementation, teach-outs, certificate/degree modifications, and any plan on restoration through savings.

**CCFT**

Allison Merzon, Union President, reported the following to the Board:

- The bargaining unit and the District have signed a memorandum of understanding regarding course caps.
- She commented on the State's proposal regarding the 90 unit cap for students.
- The union is preparing for unit elections.

**CCCUE**

No report.

**Management Senate**

Israel Dominguez, Senate President, reported the following to the Board:

- The Senate did not meet in January.

**12. REPORTS FROM BOARD MEMBERS****Trustee George**

Trustee George reported the following.

- She attended opening day on the 18<sup>th</sup>.
- She commented on Cuesta faculty and staff noted in the SLO Tribune's top 20 under 40.
- She commended John Cascamo and Lisa Gray for their committee work on the SLO Chamber.

**Trustee Alexander**

Trustee Alexander reported the following:

- She thanked everyone for their support to her family during a difficult time.
- She commended Dennis Baeyen for his leadership on the poetry out loud competition.

**Trustee Galvan**

No Report.

**Trustee Mitchell**

No Report.

**Trustee Knowles**

Trustee Knowles reported the following:

- ASCC held club day on the SLO campus today; North County will be tomorrow.
- Welcome back events are planned for the next few weeks.
- He attended the Foundation Board meeting on Monday.
- He is participating in the Foundation's phonathon donation effort.
- The ASCC has distributed packets for their upcoming elections.
- The ASCC is forming a budget committee to review and revise the budget for next year.

**Trustee Mullen**

Trustee Mullen reported the following:

- He attended the meeting of the Accrediting Commission for Community and Junior Colleges (ACCJC) meeting with Dr. Stork and Deb Wulff on January 10.
- He attended opening day on January 18.
- He attended Good Morning SLO on January 24<sup>th</sup> where Dr. Stork spoke to accreditation, and later that day with the editorial board of the Tribune.
- He attended the Skills USA regional competition, where the Cuesta team represented a diverse and talented group. He thanked the many faculty involved in making the program a success.

- 13. Report from Supt/Pres** Dr. Stork presented the following to the Board:
- He commented on the ACCJC meeting that took place on January 10.
  - He discussed the plan to disseminate accreditation information once it is received by the College.
- 14. 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.
- None

## 15. Reports

### 1. Planning and Accreditation

Dr. Stork discussed the changes in accreditation reporting requirements coming from the ACCJC.

Deb Wulff reported on the recent activities being conducted in collaboration with the Academic Senate regarding the 2014 Self-Study. She indicated the Department of Education was coming out with new regulations in an effort to strengthen student achievement; a recurring theme. The new focus on institutional standards is the same message Dr. Beno presented during her training visit to Cuesta.

### 2. 50<sup>th</sup> Anniversary Report

Shannon Hill, Executive Director, Advancement/Foundation, presented a proposed timeline of events planned to celebrate the College's 50<sup>th</sup> Anniversary. She presented the newly designed logos. Ms. Hill commented on the creative ideas being embraced, but noted they were staying within capabilities and scope of resources available.

The meeting recessed at 5:50 p.m.

The meeting reconvened at 6:05 p.m.

### 3. Cuesta College Foundation Quarterly Report

Shannon Hill presented the Foundation Quarterly Report ending December 31, 2012

<b>BUSINESS AGENDA</b>
<b>ACTION / DISCUSSION ITEMS</b>

- |   |   |
|---|---|
| <b>1. Audit Report for the District</b> | <p><b>Moved</b> (Alexander) – to accept the 2011-2012 final audit report for the District. <b>Motion - Passed</b> by majority vote of the board and unanimously by those members present (6/0).</p> <p>Chris Green, Director Fiscal Services and Bill Rauch, Vavrinek, Trine, Day &amp; Co. LLP presented the final audit. The District received an unqualified report. Mr. Rauch noted that there were no adjustments to the 311 reports, indicating the District's financial information is sound.</p> <p>Trustee Mitchell noted that the Fiscal Review Committee, she and Trustee Alexander, met with the auditors to review the results.</p> <p>Trustee Alexander noted this action meets Board Goal (1) The Board of Trustees will ensure the District maintains fiscal stability.</p> |
|---|---|

2. **Budget Development and College Planning** Information Only  
 Toni Sommer presented the spreadsheet Mike Hill had recommended.  
 Chris Green explained the purpose and makeup of the spreadsheet.  
 Discussion took place regarding how this tool could help managers track and forecast spending more efficiently.
3. **Nonresident Tuition Fee** **Moved** (Galvan) – to approve the proposed non-resident 2013-2014 tuition to \$199.00 per unit. **Motion - Passed** by majority vote of the board and unanimously by those members present (6/0).  
 Toni Sommer briefed the Board on the worksheet and formula used to determine the proposed \$199.00 per unit. She noted the capital outlay fee was not included.  
 Responding to Trustee Alexander, Chris Green said he did not know how many students this issue effected, but the total fiscal impact is approximately \$899,000.00.
4. **Revised Job Description(s)** **Moved** (Alexander) – to approve the revised job description (Classified) for Web Application Administrator, as presented. **Motion - Passed** by majority vote of the board and unanimously by those members present (6/0).
5. **Facilities Planning** Dr. Stork presented this item to the Board, citing their request to discuss future planning for facilities, including priorities from the District's facilities master plan. Discussion took place regarding the need to fully understand the scope of need at each site and develop a prioritized list and supporting costs and address a possible strategy for a potential bond. Discussion took place regarding the need to update the plans and drill down into the needs and generate a solution for each site.  
 Trustee Mullen proposed providing direction to the Superintendent/President to proceed with revising the North County Educational Facilities Master Plan, and addressing a South County Survey.  
 Dr. Stork said the Administration would come back to the Board with a plan and strategy for those areas. Dr. Stork noted that bringing the Educational Master Plan and the Facilities Master Plan together is built into the integrated planning model. He also reminded everyone of the importance of following the planning process.
6. **Agenda** A preliminary list of proposed agenda items for the March 6, 2013 Regular Board meeting was presented for review. Through consensus the Board agreed to:  
 Add  
 - update on the District's emergency response plan that includes addressing the event of an intruder on campus.  
 - sabbatical leave recommendations.  
 - agreement with Ayers Hotel, easement modification.  
 - workshop, Brown Act.  
 The executive assistant to the Board was directed to prepare assessment

sheets for the Board Goal review that clearly links activities to accomplishment of goals.

The Vice President, Administrative Services will be absent.

### 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**      **Moved** (Alexander) – to approve the consent agenda, as presented.  
**Motion - Passed** by majority vote of the board and unanimously by those members present (6/0).
  
2. **Board Minutes**      Approve the Draft minutes of the SLOCCCD January 8, 2013, regular Board meeting, as presented.
  
3. **Approval of Warrant Listings**

01/02/13	\$	5,160.40
01/07/13	\$	24,617.36
01/09/13	\$	261,582.20
01/14/13	\$	647,678.65
01/16/13	\$	262,802.84
01/23/13	\$	257,049.32
01/30/13		\$2,886,885.42
<b>Total</b>		<b>\$4,345,776.19</b>
  
4. **Approval of Payroll Orders**      Approve Payroll Orders for February 2013, as presented.

<b>Academic/Classified</b>	\$ 108,869.46	204
<b>Academic/Classified</b>	\$3,222,480.33	755
	\$3,331,349.79	959
  
5. **Public Employee Appointments**      Proposed salary/wage for unrepresented short-term temporary and management employees
  
6. **Declaration of Surplus Equipment**      Declare obsolete equipment as surplus.

**Q. DISCUSSION****Board Evaluation**

1. Is the Board clear on the difference between its policy role and the roles of the CEO and staff?

Trustee Mitchell – Very clear and the Board works hard to keep actions appropriate with responsibilities.

Trustee Mullen – This is included in Board member training by the Community College League. He is cognizant of the issue. Dr. Beno says it well when she maintains that the focus of the board is the (what) not the (how).

Dr. Stork – This issue was addressed during two accreditation visits regarding proper authority delegated to the Superintendent/President. The District is doing a very good job.

**ADJOURNMENT**

**Adjournment** The meeting adjourned at 7:37 p.m.

Minutes Prepared By:



Todd Frederick  
Executive Assistant to the Board



Gilbert H. Stork, Ed.D.  
Secretary to the Board



SAN LUIS OBISPO COUNTY COMMUNITY COLLEGE DISTRICT

## BOARD OF TRUSTEES

### BOARD MINUTES

Regular Meeting

April 10, 2013

The Board of Trustees of the San Luis Obispo County Community College District met in Regular Session in the Associated Students Auditorium, room 5401, San Luis Obispo Campus, Highway 1, San Luis Obispo, California, and via video conference (polycom) (video conference) N1015, Nacimiento/Wolf Building, North County Campus, 2300 Buena Vista Drive, Paso Robles, California; members and the public having been noticed as prescribed by law.

**1. Call to Order** Meeting convened at 3:35 p.m.

<b>2. Roll Call - Establish Quorum</b>	<u>Board Members</u>	<u>Present</u>	<u>Absent</u>
	Patrick W. Mullen, President	X	
	Angela Mitchell, Vice President	X	
	Gaye Galvan		X
	Charlotte Alexander	X	
	Barbara George	X	

**3. Approval of Agenda** **Motion to approve as amended:** Alexander — **Passed** by majority vote of the Board and unanimously by those members present (4-yes, 1-absent; Alexander) to approve the agenda, as noted.

Dr. Stork requested item O.6 of the business agenda be moved to number three in the order of the agenda and said the students who medaled in the Skills USA competition in San Diego would be present during the Superintendent/President's report.

Trustee Knowles was present for closed session.

**4. Public Comment** None

**5. Recess to Closed Session** The Board recessed to Closed Session at 3:38 p.m.

**6. Reconvene in Open Session** The Board reconvened in open session at 4:53 p.m.

**7. Workshop                      Accreditation**

Deb Wulff, Assistant Superintendent/Vice President of Academic Affairs and Accreditation Liaison Officer, and Kevin Bontenbal, Academic Senate President conducted a training session on accreditation. Emphasis was placed on the Accreditation Self-Evaluation Handbook and the location of accreditation resources.

The Board was briefed on the plan to address the follow-up report for the Accrediting Commission for Junior and Community Colleges notice of warning in February 2013 and the 2014 Self-Study Report.

A summary of work completed for Standard II and Standard IV for the 2014 self-study was presented to the Board.

Ms. Wulff provided a gap analysis of any work or processes that required attention.

**8. Pledge                      Trustee Knowles**

**ADMINISTRATION PRESENT**

Superintendent/President  
 Asst Supt/VP Administrative Services  
 Interim Asst Supt/VP Student Services  
 Interim Asst Supt/VP Academic Affairs  
 Interim Exec Dean, North County Campus  
 and South County Center

Dean, Humanities, Fine and Performing Arts, and  
 Social Science  
 Dean, Workforce and Economic Development  
 Interim Dean, Math, Sciences, Nursing/Allied  
 Health, and Kinesiology/Athletics/Health Science  
 Exec Dir, Human Resources  
 Exec Dir, Inst Adv / Foundation

**VISITORS SIGN-IN** (Attachment A)

**9. ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION** Government Code Section 54957.7

Trustee Mullen announced the following actions taken in closed session.

- The Board unanimously approved all appointments, appointment changes, and retirements, with the exception of item d.3.a, unpaid leave, which was denied.
- The Board provided direction to the Administration regarding employee negotiations.
- No further action was taken by the Board in closed session.

**Public**                      a. Agency Negotiator: Patrick Mullen  
**Employee**                      General evaluation, Government Code Section 54957(b)(1)  
**Performance**                      Superintendent/President  
**Evaluation**

**Public**                      **Motion to approve as presented:** Mitchell — **Passed** by majority vote of the  
**Employee**                      board and unanimously by those members present (4/0), to approve the  
**Appointment**                      following public employee appointments, as presented.

**Appointments** Government Code Section 54957(b)(1)  
 a. Short Term Temporary

**Public**                      **Motion to deny item D.3.a; Full-Time Instructor, Digital Arts, Unpaid Leave**  
**Employment**                      **of Absence:** Mitchell — **Passed** by majority vote of the board and unanimously  
 by those members present (4/0), to deny item D.3.a., Full-Time Instructor,  
 Digital Arts, Unpaid Leave of Absence.

**Motion to approve items D.3.(b-e) appointment changes, and all resignations, and retirements, as presented:** Mitchell — **Passed** by majority vote of the board and unanimously by those members present (4/0), to approve items D.3.(b-e), appointment changes, resignations, and retirements, as presented.

**Appointment Change** Government Code Section 54957(b)(1)

- a. Full-Time Instructor, Digital Arts, Unpaid Leave of Absence
- b. Full-Time Instructor, Chemistry, Reduced Workload
- c. Human Resources Technician, to Human Resources Analyst
- d. Financial Aid Clerk II to Financial Aid Specialist
- e. Student Services Assistant, Academic Support, Unpaid Leave of Absence

**Resignation** Government Code Section 54957(b)(1)

- a. Instructional Aide II, Academic Support
- b. Student Center Assistant/Receptionist

**Retirement** Government Code Section 54957(b)(1)

- a. Part-Time Instructor, Business Education
- b. Full-Time Instructor, Nursing
- c. Part-Time Instructor, Physical Sciences
- d. Part-Time Instructor, Social Sciences
- e. Purchasing Technician II, Fiscal Services
- f. Part-Time Instructor, Language & Communications

**Public Employee Discipline/Dismissal/Release** Government Code 54957(b)(1)  
None

**Labor Negotiations/  
Terms &  
Conditions**

**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  
Instructions Regarding Unrepresented Employees;  
Superintendent/President, Confidential, Managers, Supervisors

**Litigation**

**Conference with Legal Council, Litigation, Significant Exposure to Litigation Pursuant to Government Code 54596.9(a);** Two cases – Injury

**Conference with Legal Council, Litigation, Significant Exposure to Litigation Pursuant to Government Code 54596.9(b)(1);** One case – Capital Outlay

**10. General Hearing of Public Comment**

Andrea Devitt, Cuesta Counseling Department, commented on the upcoming special election for San Luis Obispo City Council. She spoke in support of John Spatafore.

**11. REPORTS FROM EMPLOYEE ORGANIZATIONS**

- CCCUE** Ilene French, Union President, reported the following to the Board:
- The bargaining unit is sunshining its proposal to initiate negotiations.
  - Union elections are coming up.
  - The annual bbq will take place in June.
  - She spoke in support of Louis Quade and urged the Board to not approve the proposed layoff.
- Management Senate** No report.
- Academic Senate** Kevin Bontenbal, Academic Senate President, reported the following to the Board:
- The group is working on issues involving distance education. The work will support accreditation.
  - He endorsed the governance handbook.
  - He thanked the Vice President of Academic Affairs for taking the time to reconsider the proposal regarding the restructuring of disciplines within divisions.
  - The Senate is discussing the merit and parameters of the proposal for a new faculty award – the Virginia Sullivan Inspirational Faculty Award. Virginia was the mother of retired Cuesta faculty Jack Sullivan.
- CCFT** Allison Merzon, Union President reported the following to the Board:
- The union recently held uncontested elections. Debra Stakes is the President-elect.
  - She commented on the Board's action in closed session, in that they did not support a faculty request for unpaid leave.
  - She commented regarding the proposed Long-Term Budget Reduction Plan; stating the union was not in agreement regarding the removal of a division chair position. She also commented on Phase I of the Long-Term Budget Reduction Plan; and the desire to review the impacts of class caps increases and how any savings may be realized in course reimplementation.
  - Discussions continue regarding the number of north county coordinators.

## 12. REPORTS FROM BOARD MEMBERS

- Trustee Knowles** Trustee Knowles reported the following:
- ASCC conducted safe spring break events on the San Luis Obispo and North County campuses. Many local businesses participated.
  - Elections for next years' officers were held and twice as many votes were cast this year than last year. Charles Scovell is the President-elect. There were no candidates for vice president.
  - He and the executive cabinet, along with Anthony Gutierrez, Advisor, attended the national conference in Washington DC.
  - He attended Good Morning SLO on the 28<sup>th</sup> to promote the celebration of Cuesta's 50<sup>th</sup> Anniversary.
- Trustee George** Trustee George reported the following.
- She acknowledged receipt of the college's community programs brochure and indicated how proud she was of the work and entrepreneurial abilities of the faculty and staff.
  - She noted the success of the students during the recent statewide Skills USA competition in San Diego; 10 medals. She stated how important the programs were in keeping Cuesta connected to the community.
  - She thanked Kevin Bontenbal and Jack Sullivan for proposing the Virginia

Sullivan Inspirational Faculty Award.

**Trustee Alexander**

Trustee Alexander reported the following:

- She thanked the Board for her appointment to the Foundation Board of Directors. She attended the most recent meeting.

**Trustee Galvan**

Absent

**Trustee Mitchell**

No Report.

**Trustee Mullen**

Trustee Mullen reported the following to the Board:

- He attended the County Education Forecast hosted by Cuesta College.
- He announced the incident after the forecast, during which Trustee Galvan suffered a fractured leg. She is doing well and recovering.
- He attended the Morro Bay Chamber forum where Dr. Stork was the guest speaker. He noted the strong support for Cuesta College within the community.
- He attended the Skills USA competition in San Diego where both his son and daughter competed.

**13. Report from Supt/Pres**

Dr. Stork presented the following to the Board:

- He thanked Trustee Mullen and Trustee George for attending the Morro Bay Chamber forum.
- He summarized the activities contained in his written report.
- He commented on the importance of the college’s career technical education program and the recent success of Cuesta’s students at the statewide competition in San Diego.

John Stokes, Division Chair, Engineering and Technology introduced the medal winners of the recent Skills USA competition that took place in San Diego. Auto Service Technology – Gold: Michael Mullen, Silver: Melissa Perozzi, Collision Refinishing – Bronze: Gary Griswold, Collision Repair – Silver: Travis Livingston, Culinary Arts – Silver: Eva Saucedo, Welding Fabrication – Gold: a team consisting of Jon Ellery, Patrick Hickey and Ryan May, Welding combo – Gold: Simon Rowe, Bronze: Faith Foster.

The conference was the largest in SkillsUSA California history with more than 1,700 competitors and more than 100 events. All of the gold medalists are now qualified to attend the National SkillsUSA Conference to be held in Kansas City June 24-28, 2013.

Mr. Stokes stated that Cuesta’s CTE Program is arguably one of the best of the best in the State, and at the national level top notch as well. Cuesta has had a medalist every single year on the national podium since it began participating in 2006.

Skills USA is a partnership of students, teachers and industry working together to ensure America has a skilled workforce.

Shannon Hill presented the Foundation monthly gift report, noting the receipt of funds for the sustainability center project in North County.

**14. 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.

None

**15. Reports**

**1. Planning and Accreditation**

Sandee McLaughlin, Vice President of Student Services reported on the status of the spring 2013 strategic plan progress report. She noted the compressed timeframe for the report.

**2. 50<sup>th</sup> Anniversary Report**

Shannon Hill, Executive Director, Advancement/Foundation, presented the new web page dedicated to the celebration of Cuesta’s 50<sup>th</sup> Anniversary.

**3. Student Success Scorecard –ARCC 2.0**

Ryan Cartnal, Director of Institutional Research presented a brief on the changes in reporting of ARCC data. (Attachment B)

**4. ASCC National Advocacy Conference**

Trustee Knowles presented a report on the student advocacy conference he, Nick Trujillo, ASCC Vice President, Juli Murray, ASCC Outreach Director, Moriah Schumann: ASCC Secretary, and Sandra Swanstrom, ASCC Finance Director attended in Washington DC. Student Advisor, Dr. Anthony Gutierrez accompanied the students. They had meetings with Congresswoman Lois Capps and Congressman Doug LaMalfa. Each student made a presentation at the conference.

**BUSINESS AGENDA  
ACTION / DISCUSSION ITEMS**

**1. Curriculum Recommendations**

**Moved** (Mitchell) – to approve the curriculum recommendations, as presented. **Motion - Passed** by majority vote of the board and unanimously by those members present (4-yes, 0-no, 1-absent (Galvan), 1-advisory).

Cherie Moore, Curriculum Committee Chair and Thea Labrenz, Articulation Officer made a presentation to the Board on the status of the development of Associate Degree Transfer and how the program worked.

They both noted the backlog of review at the state level and the voluminous amount of work that has been involved in the project.

Ms. Moore commented on the class caps project, emphasizing a review of where the savings could be applied in possibly restoring programs and the impact of the new regulations on course repeatability.

The meeting recessed at 7:42 p.m.

The meeting reconvened at 7:50 p.m.

**2. SLOCCCD Resolution 06-13, April 2013 –Month of the Child” and –Child Abuse Prevention Month”**

**Moved** (Alexander) – to approve SLOCCCD Resolution 06-13, –Month of the Child” and –Child Abuse Prevention Month”. **Motion - Passed** by majority vote of the board and unanimously by those members present (4-yes, 0-no, 1-absent (Galvan), 1-advisory). SLOCCCD Resolution 06-13 **Passed** by roll call vote of the board and unanimously by those members present (4-yes, 0-no, 1-absent (Galvan), 1-advisory).

Don Norton commented on the history of this event and the presentation of the resolution. Items were presented to the Board from the San Luis Obispo Child Abuse Prevention Council and the Planning Council. He announced the events associated with Month of the Child and Child Abuse Prevention Month; Child Abuse Prevention Academy and Children’s Day in the Plaza.

The Child Care Planning Council recently experienced a reduction in funding. The Director has resigned, and there was no process in place to develop a resolution for this year. He thanked Todd Frederick for revising and developing the resolution presented this evening. Mr. Norton read the resolution.

**3. 2013-2014 Budget Reduction Plan**

**Moved** (Mitchell) – to approve Phase II of the 2013-2014 Budget Reduction Plan . **Motion - Passed** by majority vote of the board and unanimously by those members present (4-yes, 0-no, 1-absent (Galvan), 1-advisory).

Dr. Stork provided the background on the Long-Term Budget Reduction Plan. He reminded the Board of actions taken in December to approve and implement Phase I of the plan. He summarized the proposed reductions from each area to affect Phase II of the plan, which covers non-academic and operational expenditures. He noted the vice president’s and dean’s ability to find ways to reduce expenditures and recognize revenue, while minimizing the residual effects on personnel. He stated he was pleased with the level of effort and cooperation campus-wide. He noted that no furloughs would be in place for classified or management employees for 2013-2014.

Trustee George thanked Dr. Stork for his summary of the process to achieve the targeted goal and for helping her understand the number of people involved in the decision to bring this action forward. She asked the vice presidents or deans to elaborate on the smaller footprint in DSPS.

Sandee McLaughlin, Assistant Superintendent/Vice President, Student Services stated that part of the charge was to reduce and stabilize the District’s contribution to the program from the general fund; to ensure the students are able to navigate the process of properly accessing the program. One focus was to eliminate services being duplicated across areas.

Nohemy Ornelas, Dean of Student Services said the restructuring of DSPS was necessary to accommodate lower staffing levels, and that the necessary evaluations of services and capabilities were conducted.

**4. SLOCCCD Resolution 04-13, Classified Layoff**

**Moved** (Mitchell) – to approve SLOCCCD resolution 04-13, classified layoff. **Motion - Passed** by majority vote of the board and unanimously by those members present (4-yes, 0-no, 1-absent (Alexander), 1-advisory). SLOCCCD Resolution 04-13 **Passed** by roll call vote of the board and unanimously by those members present (4-yes, 0-no, 1-absent (Galvan), 1-advisory).

Dr. Stork explained the layoff process to the Board and the requirements of notification of effected employees.

Public comment

Lee Laviano read the following written statement and urged the Board to not approve the layoff resolution:

Hello. Thank you for the opportunity to speak to you today about a subject of great concern and passion to me.

My name is Lee Laviano. I have been a resident of San Luis Obispo County for 31 years. I have attended Cuesta College at different times

throughout these years.

I am speaking today at this meeting of the Cuesta College Board of Trustees to raise my voice in concern. I am concerned with the latest position cut in the Disabled Students Programs and Services. The position of Instructional Associate is being cut. There is only one position with this description. There is only one person filling this one position. There are hundreds of qualified deserving learning disabled students who will no longer have the accommodation that they need to succeed in achieving their education. Without a tutor who understands the learning disabled and methods and models of teaching them, these students will have no one to help them overcome their disability; no one who speaks their language; no one who holds the keys to help them unlock the knowledge they so deeply desire and need in order to succeed at Cuesta and in the work world.

These students are frustrated and frightened and worried and losing hope. They feel unheard, uncared about, taken advantage of, pushed away, and deeply frustrated. They are a vulnerable population on campus. They are a struggling population in the educational system. They are a very determined population, overcoming mountains of difficulties, some within themselves and some outside themselves. Adversity is everywhere. These students have difficulty interpreting the very learning materials that they are required to understand and build upon. Not for lack of effort or desire or ability, but for lack of functional ability.

If this position is cut, who will understand how to illuminate the material in ways these students can comprehend? Who will teach these students about themselves and how their brains function so they can learn how to learn?

For most people, the learning process takes place unconsciously. One reads the material, performs the work, practices, studies, and the brain comprehends and files the info. For the learning disabled, the process is different. For some reason, their brain does not process information the same as the rest of the population. The reasons are many and varied, sometimes it is a vision problem, so we access programs for visually impaired. Sometimes the problem is hearing, so we access programs for Deaf People. Sometimes the problem is brain function, so we access methods that have been developed to address the different learning difficulties these people suffer from. This population does not lack the ability to learn, they learn differently. They need to be taught how they learn and how to work around how their brain works.

I am one of these students.

When I was growing up, I was identified as Mentally Gifted. I was very bright, very intelligent; I thrived in school and did well. I helped and tutored many classmates who struggled. I learned to apply myself and use my intellectual gifts and I learned to help my classmates and help them be successful too. When I was growing up, I never understood how gifted I was, although I did understand that everyone is gifted differently and we all help each other.

I acquired my difficulties as an adult, early in my 30's. I acquired a brain injury. The details of how this injury occurred aren't pertinent to

this discussion. What is pertinent is that after many years of struggle and healing, I am finally at a point where I am well enough to come back to college and I am well enough to succeed. I am here; I have come back. I want to learn, I need to learn, I want to find myself and my strengths and my weaknesses and my abilities. I want to discover my interests and passions and my next direction in my life. I want to discover my path whether it be educational or vocational. I want to define my goals. I want to define my role and my place in my society and reintegrate successfully and take my place again.

But I cannot succeed alone. I need help. I have much to learn about myself yet, much to learn about how my brain functions now and how to learn within these new parameters. I am frustrated and struggling. I am discouraged and scared. I am on the verge of giving up daily. I am tired of the roadblocks and difficulties. And yet, I know, I cannot give up. I must not give up. The only way to succeed again is to move forward in school. I have not lost my intelligence. I have lost full access to my intellect. I am reconstructing the pathways into and out from my intellect. Education is my key. I am not young anymore; I am 50. What hope do I have for my future if I do not have Cuesta College and the DSPS program?

I can't learn how to learn and how to cope without the DSPS staff members. The department is already just a skeleton crew and yet, they somehow manage to continue to provide for all of us. If you cut the Instructional Assistant position, you will mortally wound all of us. Louie is dedicated to the students; he is very busy all day long, every day. He helps all of us with all of our learning needs. If you cut this position, how will you meet these specialized needs?

Please do not cut this position. Please do not cut any more in the DSPS department. We cannot afford to lose any more help.

Please do not take my Community out of my Community College.

David Madrano commented on reduced student access to tutoring. He spoke in support of Louie Quade and stated this would be a devastating event; urging the Board to keep this position

Kyung Shin, DSPS student, commented on the need to keep the proposed layoff position. She presented an impassioned plea to not eliminate the position.

Sandee McLaughlin clarified with Trustee Alexander that there were two other instructional associates within the student success center, having different roles in different areas. Tutoring is handled through the center as well.

Trustee George inquired as to how the concerns of the students who spoke this evening would be addressed.

Dr. Stork stated no student would be abandoned and that the college was being as creative as possible to address all students regardless of needs. Some students may need more than a generalist, but the purpose of the center is to meet the majority of issues for students. The college will continue to modify what it does to fit in the new reality of funding restrictions and accommodation requirements.

Trustee Mullen asked for a commitment to follow up with the students

present to help them with the transition and ensure they know what to do and where to go. This task was accepted by Ornales who said she would contact the students directly.

Trustee Alexander asked if her belief that these decisions are not made in a vacuum, and that everyone who is involved and interacts with students is provided the opportunity for input was valid. Ms. McLaughlin affirmed.

## **5. Implementation of the SLOCCCD Facilities Master Plan**

### **Information**

Toni Sommer, Assistant Superintendent/Vice President, Administrative Services provided information to the Board regarding the history of the facilities master plan from 1991 to present. She confirmed the actions of the city of Paso Robles; requesting \$450,000.00 in redevelopment funds be released to the District. Ms. Sommer's stated a portion of this money would be used to fund the North County facility needs assessment. The remainder of funds would go to support facilities in the North County.

David Casnocha, Stradling Yocca Carlson & Rauth, presented a general obligation primer. (Attachment C)

Ryan Volmer, RBC Capital Markets, LLC, presented a general obligation bonds overview. (Attachment D)

Discussion took place regarding the optimal timing of placing the measure either on the 2014 or 2016 ballot.

Discussion took place with regard to what was allowed to be funded from a general obligation bond, the timelines involved in developing and placing a bond measure on the ballot, and the issuance of bonds.

Trustee Mullen stated the need to continue to move forward on the needs assessment. Terry Reece stated the request for proposals was being revised and would be forwarded to two consultants.

Discussion took place regarding the South County needs survey. Ms. Sommer indicated it could wait.

Trustee George inquired about the top needs for each site. Dr. Stork indicated the entire project for the San Luis Obispo campus would have to be addressed.

Dr. Stork stated the next direction from the Board would include contacting bond consultants and the polling process. Mr. Casnocha informed the Board that if the District would like to be reimbursed for costs associated with a capital program from a bond that would be issued in the future, federal law requires the Board adopt a reimbursement resolution stating the District's intent to reimburse certain costs in the future if there is a bond. Those costs could include some the master plans and assessments and other costs advanced from other funds. This would be prepared by the appropriate consultant to reserve the District's right to reimburse itself for costs associated with the process. It would not include voter surveys.

## **6. SLOCCCD Participatory Governance – Decision-Making and Committee Handbook**

### **Information**

Marie Larsen, Mathematics Division Chair and Co-Chair of the Leadership Task Force, presented a summary on the development of the San Luis Obispo County Community College District Participatory Governance and Decision-Making Handbook.

Pamela Ralston, Dean of Academic Affairs, Humanities, Fine and Performing Arts, and Social Science and Co-Chair of the Leadership Task Force presented a corrected version of the process sheet (figure 3 of the Handbook).

7. **SLOCCCD Resolution 05-13, Authorizing Cash Flow Borrowing** **Moved** (Mitchell) – to approve SLOCCCD resolution 05-13, authorizing and approving the borrowing of funds for fiscal year 2013-2014; the issuance and sale of a 2013-2014 tax and revenue anticipation note therefore and participation in the Community College League of California Tax and Revenue Anticipation Notes Program. **Motion - Passed** by majority vote of the board and unanimously by those members present (4-yes, 0-no, 1-absent (Alexander), 1-advisory). SLOCCCD Resolution 05-13 **Passed** by roll call vote of the board and unanimously by those members present (4-yes, 0-no, 1-absent (Galvan), 1-advisory).
- Toni Sommer presented the background of why the District needed tax revenue anticipation notes and the projected cash flow issues for 2013-2014. Responding to Trustee George, she indicated there was a cost to borrow, but it cannot be determined until the note is sold.
8. **Student Parking Fees** **Moved** (Mitchell) – to approve the proposed student parking fee increases, as presented. **Motion - Passed** by majority vote of the board and unanimously by those members present (4-yes, 0-no, 1-absent (Alexander), 1-advisory).
- Joe Arteaga, Director of Police and College Safety Services presented information supporting the proposed increase of certain student parking fees.
- Trustee Knowles thanked Mr. Arteaga for presenting to the ASCC and receiving student feedback.
9. **The Cuesta College Classified United Employees (CCCUE) initial proposal for the 2013-2016 Successor Agreement with the San Luis Obispo County Community College District (the District)** Bill Benjamin presented the CCCUE initial proposal for the 2013-2016 successor agreement with the District to members of the public and the District.
10. **Revised Job Description (Classified)** **Moved** (George) – to approve the revised job description for Network and Systems Administrator. **Motion - Passed** by majority vote of the board and unanimously by those members present. (4-yes, 0-no, 1-absent (Alexander), 1-advisory).
11. **Revised Job Description (Classified)** **Moved** (George) – to approve the revised job description for Instructional Associate. **Motion - Passed** by majority vote of the board and unanimously by those members present. (4-yes, 0-no, 1-absent (Alexander), 1-advisory).

- 12. Revised Job Description (Classified)** **Moved** (Knowles) – to approve the revised job description for Clerical Assistant I, II, III. **Motion - Passed** by majority vote of the board and unanimously by those members present. (4-yes, 0-no, 1-absent (Alexander), 1-advisory).
- 13. Board Policy Review – BP 1302 (First Read) – Naming of College and District Buildings, Facilities, and Grounds** **Information/Review**  
 Shannon Hill provided the background regarding the revision of board policy BP 1302, Naming of College and District Buildings, Facilities, and Grounds.
- 14. Board Policy Review – BP 7985 (First Read), Service Animals** **Information/Review**  
 Nohemy Ornales provided the background regarding the revision of board policy BP 7985, Service Animals; rescinding BP 7985 and replacing it with BP 3440, Service Animals.  
 The review included consultation with college public safety and other appropriate entities and meets new requirements under the American with Disabilities Act of 1990.
- 15. Budget Development and College Planning**  
 Toni Sommer presented an update on recent college activities associated with planning and budget issues. The Planning and Budget Committee is hearing cluster prioritization presentations. The committee will make a recommendation on funding priorities for 2013-2014. Two resolutions will be coming to the Board in May to declare spending for Prop 30 funds.
- 16. Voting - Candidates for California Community College Trustees (CCCT) Board** **Moved** (Mitchell) – to approve votes for candidates Diane B. McKay, Louise Jaffe, and Loren Steck to the CCCT Board. **Motion - Passed** by majority vote of the board and unanimously by those members present. (4-yes, 0-no, 1-absent (Alexander), 1-advisory).  
 The following individuals were nominated to receive votes from the Board for election to the CCCT Board.  
 Diane B. McKay  
 Louise Jaffe  
 Loren Steck
- 17. Agenda**  
 A preliminary list of proposed agenda items for the May 1, 2013 Regular Board meeting was presented for review.  
 Dr. Stork said he would continue to bring items associated with the Long-Term Budget Reduction Plan to address any changes as needed.  
 The Board agreed through consensus to:  
 Add:  
 – Resolutions spending requirements; Prop 30  
 – Implementation of the Facilities Master Plan

**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**      **Moved** (Mitchell) – to approve the consent agenda as presented, with the exception of item 2. (Board Minutes). **Motion - Passed** by majority vote of the board and unanimously by those members present (4-yes, 0-no, 1-absent (Galvan), 1-advisory).

Trustee Alexander requested the minutes be pulled from the consent agenda for correction.

**2. Board Minutes**      **Moved** (George) – to approve the minutes of the SLOCCCD March 6, 2013 regular board meeting, as corrected. **Motion - Passed** by majority vote of the board and unanimously by those members present (3-yes, 0-no, 1-absent (Galvan), 1-advisory, 1-abstain (Alexander)).

Trustee Alexander stated she was absent from the last meeting and could not have initiated the motion of item D.3 in closed session.

Trustee George requested a correction to the spelling of Elaine Holley Coates to (Coats) on page 3 (P.2.4).

**3. Approval of Warrant Listings**

Check Date	Amount
02/27/13	\$ 307,061.98
03/04/13	\$ 277,130.84
03/06/13	\$ 288,508.98
03/11/13	\$ 128,354.04
03/13/13	\$ 182,419.20
03/18/13	\$ 93,671.26
03/20/13	\$ 217,647.12
03/25/13	\$ 107,915.60
03/27/13	\$ 1,703,217.23
<b>Total</b>	<b>\$ 3,305,926.25</b>

**4. Approval of Payroll Orders**

Approve Payroll Orders for March 2013, as presented.

<b>Academic/Classified</b>	\$ 133,933.70	213
<b>Academic/Classified</b>	\$ 3,211,183.63	762
	<b>\$ 3,345,117.33</b>	<b>975</b>

**5. Public Employee Appointments**

Proposed salary/wage for unrepresented short-term temporary and management employees

**Q. DISCUSSION****Board Evaluation**

1. Does the board require, and is it involved in long-range fiscal planning?

Trustee Mitchell – Yes.

Trustee Alexander – Budget review and the Strategic Plan includes it.

Trustee George – No comment.

Trustee Knowles – Yes.

Trustee Mullen – More now than in the past.

Dr. Stork agreed, stating it was a reflection of the planning process.

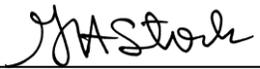
Trustee Alexander noted that Trustee Galvan was sorely missed during the meeting.

**ADJOURNMENT**

**Adjournment** The meeting adjourned at 10:22 p.m.

Minutes Prepared By:

  
Todd Frederick  
Executive Assistant to the Board

  
Gilbert H. Stork, Ed.D.  
Secretary to the Board



SAN LUIS OBISPO COUNTY COMMUNITY COLLEGE DISTRICT  
**BOARD OF TRUSTEES**

**Board Minutes**  
 Regular Meeting  
 June 5, 2013

The Board of Trustees of the San Luis Obispo County Community College District met in Regular Session in the Associated Students Auditorium, room 5401, San Luis Obispo Campus, Highway 1, San Luis Obispo, California, and via video conference (polycom) (video conference) N1015, Nacimiento/Wolf Building, North County Campus, 2300 Buena Vista Drive, Paso Robles, California; members and the public having been noticed as prescribed by law.

1. **Call to Order** Meeting convened by Trustee Mullen at 2:35 p.m.
2. **Roll Call - Establish Quorum**

<u>Board Members</u>	<u>Present</u>	<u>Absent</u>
Patrick W. Mullen, President	X (arrived 2:45 p.m.)	
Angela Mitchell, Vice President	X	
Gaye Galvan		X
Charlotte Alexander	X	
Barbara George	X	
3. **Approval of Agenda** **Motion to approve as amended:** Alexander- **Passed** by majority vote of the Board and unanimously by those members present (3-yes, 2-absent; Galvan, Mullen) to approve the agenda, noting the correction to item D.3.a (deleting "Purchasing" from the job title to read "Foundation Support Coordinator").
4. **Public Comment on Closed Session Items** None
5. **Recess to Closed Session** The Board recessed to Closed Session at 2:37 p.m.
6. **Reconvene in Open Session** The Board reconvened in open session at 4:17 p.m.
7. **Pledge** Trustee Mitchell

## 8. Budget Workshop

Toni Sommer, Assistant Superintendent/Vice President, Administrative Services conducted a budget workshop (Attachment A), which included a chronology of the development of the California state budget and the planning of the San Luis Obispo County Community College District (District) budget, summary of the state of the national and state economies, and critical points- (1) Department of Finance lowered outlook for California personal income growth in 2013 from 4.3% in January to 2.1% in the May revision, (2) the slowdown in economic outlook lowers the revenue forecast for 2013-2012 (\$1.3 billion), and (3) a forecasted rebound in 2014-2105 with tax revenues expected to grow 9.3% in 2014-2015 and 6.7% in 2015-2016. Specific comment was made regarding the improbability of receiving restoration funding and recovery of mandated costs. Ms. Sommer noted little funding has been received through the application for recovery of mandated costs. Ms. Sommer noted the following challenges for the state and impact to the District:

- Pace of the economic and revenue recovery is still uncertain.
- Constitutional requirement of the federal courts for California to significantly reduce crowding and improved health care provided in prisons.
- Federal government and courts have hindered the state's past efforts to reduce spending.
- Actions taken by federal government to address its own fiscal challenges could further strain state's budget.
- 1.57% Cost of Living Adjustment (COLA)
- Projected to be approximately \$701,000
- Restoration of 1.5%
- Still owed to the district \$3.126.552
- Projected earnings is \$0
- Additional support for implementation of the Student Success Act of 2012
- Projected to be approximately \$396,000
- She highlighted the following changes in the general fund structure:
  - \$29.0 million Property Tax (Dec/April) 64.59%
  - \$ 4.4 million Enrollment Fees 9.80%
  - \$ 5.5 million EPA (Prop 30) (quarterly) 12.25%
  - \$ 1.0 million Apportionment 2.22%
  - \$ 5.0 million Deferred (to July 2014) 11.14%
  - \$44.9 million (total)

Ms. Sommer noted the following challenges for the District:

- Cash Flow and Cash Insolvency.
- Redevelopment Agencies (RDAs).
- Costs of unfunded mandates.
- Mandated expense with the implementation of the Affordable (Health) Care Act (ACA) of 2012, STRS and PERS.
- Rising costs of technology, service contracts, supplies, and facility maintenance.
- Ability to earn restoration funds.
- Compliance with the 50% Law.

Ms. Sommer noted uncertainties regarding the budget, particularly, mandates under the healthcare reform act, the State Teachers Retirement System (STRS), and the Public Employees Retirement System (PERS). She specifically mentioned how the downturn in market returns was going to impact STRS and PERS costs.

- The 2013-2014 Tentative Budget will be based on the Governor's May Revision of his Proposed Budget released in January 2013.
- The budget will be balanced with some contingency funding.
- The outcome of the adopted State Budget and the district's 2012-2013 ending balance will be the basis for the 2013-2014 Final Budget to be presented to the Board for adoption at the September Board meeting.

### **Management Group Present**

Superintendent/President

Asst Supt/VP Administrative Services

Interim Asst Supt/VP Student Services

Interim Asst Supt/VP Academic Affairs

Interim Exec Dean, North County Campus  
and South County Center

Dean, Humanities, Fine and Performing Arts, and Social  
Science

Dean, Workforce and Economic Development

Interim Dean, Math, Sciences, Nursing/Allied  
Health, and Kinesiology/Athletics/Health Science

Exec Dir, Inst Adv I Foundation

Exec Dir, Human Resources

### **9. Announcement of Action Taken in Closed SESSION Government Code Section 54957.7**

Trustee Mullen announced the following actions taken in closed session.

- The Board unanimously approved all appointments, appointment changes, resignations, and retirements, as presented.
- The Board provided direction to agents for labor negotiations regarding employee negotiations.
- The Board unanimously approved the extension of contract for the Interim Executive Dean of North County Campus and South County Center, and Interim Dean of Academic Affairs, Sciences, Math, Kinesiology/Health Sciences, Nursing/Allied Health, and Athletics.
- No further action was taken by the Board in closed session.

#### **Public**

#### **Employee**

#### **Performance**

#### **Evaluation**

- a. Agency Negotiator: Patrick Mullen  
General evaluation, Government Code Section 54957(b)(1)  
Superintendent/President

#### **Public**

#### **Employee**

#### **Appointment**

**Motion to approve as presented:** Alexander- Passed by majority vote of the board and unanimously by those members present (4/0), to approve the following public employee appointments, as presented.

#### **Appointments Government Code Section 54957(b)(1)**

- a. Short Term Temporary
- b. North County Cluster Coordinator, Sciences, Math, Kinesiology/Health Sciences, Nursing/Allied Health
- c. North County Cluster Coordinator, WED&CP
- d. North County Cluster Coordinator, Arts, Humanities, and Social Sciences
- e. Instructor, Nursing
- f. Division Chair, Kinesiology/Health Sciences
- g. North County Cluster Coordinator, Arts, Humanities, and Social Sciences
- h. WED&CP Community Education Coordinator
- i. Instructor, Nursing
- j. Division Chair, Social Sciences
- k. Division Chair, Human Development And Business Education
- l. Web Application Administrator
- m. Admissions & Records Evaluations Analyst
- n. North County Cluster Coordinator, Sciences, Math, Kinesiology/Health Sciences, and Nursing/Allied Health

**Public  
Employment**

- o. Human Resources Technician
- p. Summer 2013 Temporary Faculty and Overload Assignments

**Motion to approve as presented:** Alexander- Passed by majority vote of the board and unanimously by those members present (4/0), to approve the following appointment changes, resignations, and retirements, as presented.

**Appointment Change Government Code Section 54957(b)(1)**

- a. Foundation Support Coordinator, 100% FTE/12 months to 100% FTE/11 months
- b. Accounting Technician II, 50% FTE/12 months to 75% FTE/12 months
- c. Graphic Designer, 75% FTE/12 months to 75% FTE/11 months
- d. Executive Assistant, Superintendent/President & Board of Trustees
- e. Executive Assistant, Superintendent/President & Board of Trustees
- f. Administrative Assistant to Assistant Superintendent/Vice President, Academic Affairs
- g. Interim Assistant Superintendent/Vice President Student Services and College Centers to Assistant Superintendent/Vice President, Student Services and College Centers
- h. Accounting Technician I to Fiscal Analyst Special Projects, Grants and Categorical Programs
- i. Administrative Assistant to Assistant Superintendent/Vice President, Student Services and College Centers
- j. Institutional Advancement Support Coordinator 100% FTE/12 months to 100% FTE/11 months
- k. Interim Assistant Superintendent/Vice President, Academic Affairs to Assistant Superintendent/Vice President, Academic Affairs

**Resignation Government Code Section 54957(b)(1)**

- a. Account Clerk II, Public Safety
- b. Skilled Maintenance HVAIC-RI
- c. Secretary III
- d. Full-Time Instructor, Political Science
- e. Division/Department Assistant

**Retirement Government Code Section 54957(b)(1)**

- a. Full-Time Instructor, Nursing
- b. Part-Time Instructor, Construction
- c. Supervising Accountant
- d. Director, Computer Services
- e. Library Technician III

**Public Employee Discipline/Dismissal/Release Government Code 54957(b)(1)**

None

**Labor  
Negotiations/  
Terms &  
Conditions**

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

**Motion to approve revised contracts for the Interim Executive Dean of North County Campus and South County Center, and Interim Dean of Academic Affairs, Sciences, Math, Kinesiology/Health Sciences, Nursing/Allied Health, and Athletics as presented:** Alexander- Passed by majority vote of the board and unanimously by those members present (4/0), to approve the revised contracts for the Interim Executive Dean, North County

Campus and South County Center and Dean of Academic Affairs, Sciences, Math, Kinesiology/Health Sciences, Nursing/Allied Health, and Athletics, as presented.

- 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  
Instructions Regarding Unrepresented Employees;  
Superintendent/President, Confidential, Managers, Supervisors- Revised  
contract for Interim Executive Dean, North County Campus and South  
County Center and Dean of Academic Affairs, Sciences, Math,  
Kinesiology/Health Sciences, Nursing/Allied Health, and Athletics.

## Litigation

**Conference with Legal Counsel, Litigation, Significant Exposure to Litigation Pursuant to Government Code 54596.9(b)(1);** One Case, Student Grievance

**Conference with Legal Counsel, Litigation, Significant Exposure to Litigation Pursuant to Government Code 54596.9(b)(1);** One case- Capital Outlay

No action taken

## 10. General Hearing of Public Comment

None

## 11. Reports from Employee Organizations

### Academic Senate

No report.

### CCFT

Debra Stakes, Union President reported the following to the Board:

- She expressed optimism in working with the District with regard to negotiations. She commented on the focus of the faculty and the drive to meet the highest standards.
- She commented on the structural improvement of negotiating North County Coordinator positions to North County Cluster Coordinators.
- She commented on the combining of the Business Education and Human Development Divisions and indicated the union would bring full use of its tools to address the issue.

### CCCUE

No report

### Management Senate

Israel Dominguez, Management Senate President, reported the following to the Board:

- This is his last report as President of the management senate.
- He announced the officers for 2013-2014; Lisa Wearda - President, Lisa Gray - Vice President, Karen Tacket - Secretary, and Merlynn Foppiano - Treasurer.

Lisa Wearda presented Mr. Dominguez with a plaque from the management senate recognizing his leadership and contributions to the group.

## 12. Trustee Reports

### Trustee Mitchell

No report

### Trustee Alexander

Trustee Alexander reported the following:

- She attended the Foundation Executive meeting and commented on a major gift received by the college and how it would have a major impact on students.

- Trustee George** Trustee George reported the following.
- She welcomed Trustee Scovell.
  - She thanked Mr. Dominguez for his service to the management senate and the college.
  - She thanked Ms. Stakes for her expression of optimism and recognition of faculty.
  - She recognized Wellness Arts Program Coordinator Kelsey Kehoe, who was recently honored by the San Luis Obispo County Community Foundation with the Paul Wolff Accessibility Advocacy Award for her work in developing and expanding mental health services at the college.
  - She noted the end-of-year events put on by students, stating the concerts and theater were wonderful. She included the Student Athletes Award luncheon and commencement. She congratulated Kristin Pimentel for her successful planning and execution of the commencement program.
  - She thanked the CCCUE and staff professional development committee for inviting her to the annual bbq.
  - She commented on Bill Swanson commencement address made at Bunker Hill College and stated she was proud to serve as a trustee for the District.

- Trustee Scovell** Trustee Scovell reported the following:
- He stated he was humbled and happy to be participating as a student trustee on the Board.
  - ASCC held a nutrition week in May and stress-free finals.
  - He will be meeting with Anthony Gutierrez on August 6th to discuss Connect@Cuesta.
  - The Student Community Liaison Committee meets later this month.

**Trustee Galvan** Absent

- Trustee Mullen** Trustee Mullen reported the following to the Board:
- He noted former Trustee Knowles' appearance on California Minute on cable television.
  - He noted how well he thought commencement went this year and how rewarding it is to see the accomplishment reflected in the students' faces.

- 13. Report from Supt/Pres** Dr. Stork presented the following to the Board:
- He agreed with Trustee Mullen's perspective of commencement.
  - He commented on the increased faculty participation and thanked the Board for participating.
  - He commented on a large gift received by the college. His hope is to create a "Cuesta Promise" to provide every local high school graduate the opportunity to attend Cuesta College.
  - He is coordinating a meeting with the new president of Allan Hancock College, Kevin Walthers and Cal Poly president Armstrong to discuss transitioning students through their school careers.
  - He recognized Cuesta College Alum Bill Swanson, noting his commencement speech at Bunker Hill College.

Shannon Hill presented the Foundation monthly gift report.

- 14. 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.

None

## 15. Reports

### Planning and Accreditation

1. Deb Wulff, Assistant Superintendent/Vice President of Academic Affairs presented a brief update on activities associated with the accreditation follow-up report and the 2014 Self-Study. She is conducting meetings every Tuesday throughout the summer to facilitate the review of standards/sub-standards for 2014.

Dr. Stork reported that the Strategic Plan Progress Report is being reviewed and would be coming to the Board for review July. He thanked the Board for approving the recommendations for Assistant Superintendent/Vice President for Academic Affairs and Student Services; and extending the contracts for the Interim Executive Dean, North County Campus and South County Center and Dean of Academic Affairs, Math, Sciences, Nursing/Allied Health, and Kinesiology/Athletics/Health Science. He said the recruitment for the two interim positions would begin in January 2014 with a projected hire date in July 2014.

### 50th Anniversary Report

2. Shannon Hill, Executive Director, Advancement/Foundation provided an update on the activities and events for the 50th anniversary celebration. Activities that have occurred since the last meeting; big 50 group photo, 5k Run, expo booth, and President's commencement reception that included the 50<sup>th</sup> anniversary theme. Friday, June 7<sup>th</sup>, Art After Dark in San Luis Obispo includes faculty artists from Cuesta College. Cuesta will again have a presence at the Mid-State Fair with the welding trailer and will include the 50<sup>th</sup> anniversary theme. In the fall, founding art faculty will have exhibitions in the Cuesta Art Gallery.

<b>BUSINESS AGENDA</b> <b>ACTION / DISCUSSION ITEMS</b>	
--	--

- |   |   |
|---|---|
| <p>1. <b>Curriculum Recommendations</b></p>   | <p><b>Moved</b> (Mitchell) -to approve the curriculum recommendations, as presented. <b>Motion- Passed</b> by majority vote of the board and unanimously by those members present (4-yes, 0-no, 1-absent (Galvan), 1-advisory).</p> <p>Deb Wulff presented for Cheri Moore. She noted the accomplishments of the committee and the work contributing to the rewrite of the college catalog.</p>   |
| <p>2. <b>Faculty Emeritus Recommendations</b></p>   | <p><b>Moved</b> (Alexander) - to approve the faculty emeritus recommendations for Elizabeth Stein burg and Elizabeth Boster, as presented. <b>Motion - Passed</b> by majority vote of the board and unanimously by those members present (4-yes, 0-no, 1-absent (Galvan), 1-advisory).</p>  |
| <p>3. <b>Memorandum of Agreement between San Luis Obispo County Community College District and Allan Hancock Joint Community College District</b></p> | <p><b>Moved</b> (Alexander) - to approve the MOU between the District and Allan Hancock College. <b>Motion - Passed</b> by majority vote of the board and unanimously by those members present (4-yes, 0-no, 1-absent (Galvan), 1-advisory).</p> <p>Deb Wulff presented the background on the three agreements with Allan Hancock College (AHC). The college belongs to a Southwestern Regional Consortium that requires these agreements. One change is that students are no longer taking paramedic courses at AHC.</p> |

**4. Implementation of the SLOCCCD Facilities Master Plan**

Toni Sommer presented the following to the Board:

- A draft proposal for a resolution establishing the reimbursement of bond costs to the District from bond funds.
- North County Facility Needs Assessment
  - Terry Reece has forwarded a request for proposal to (2) consultants with initial questions defining scope and timelines. Responses should be received and presented at the July board meeting. Responding to Trustee Alexander, Mr. Reece stated the two firms were IPI and PMSM, both local firms.
- The request from Paso Robles for the release of redevelopment funding has been denied by the Department of Finance. An option is to use funding from existing COPS, but not to exceed \$135,000.00.
- The assessment has elements which qualify for project funding.
- She requested permission from the Board to hire a bond consultant.
- Responding to Trustee George, Ms. Sommer said the search would be handled carefully, objectively and subjectively. She did not have an immediate response with regard to from where the funding would come. Dr. Stork indicated a recommendation would be coming back to the Board and will include the funding resource.

Consensus - by the board providing direction to the Assistant Superintendent/Vice President, Administrative Services to:

- Draft and present to the Board, a resolution allowing for reimbursement of bond costs (August).
- Award a contract to conduct the North County Facility Needs Assessment.
- Proposal on bond consultant, including a funding method.

The meeting recessed at 6:22p.m.

The meeting reconvened at 6:34 p.m.

**5. Memorandum of Agreement between the College of the Sequoias (COS) and the San Luis Obispo County Community College District (District)**

**Moved** (Mitchell)- to approve the memorandum of agreement between COS and the District, as presented. **Motion - Passed** by majority vote of the board and unanimously by those members present (4-yes, 0-no, 1-absent (Galvan), 1-advisory).

Deb Wulff presented the agreement to the Board.

**6. Certificates of Participation (COP) Refunding Opportunity**

**Moved** (Alexander)- to approve the recommendation to direct the administration to pursue the refunding opportunity for the 2003 COP and the 2006 COP with the goal of at least 3 percent savings. **Motion - Passed** by majority vote of the board and unanimously by those members present (4-yes, 0-no, 1-absent (Galvan), 1-advisory)

Trustee Mullen reminded everyone that approval of an acceptable contract and insurance was still required.

**7. Administrative Procedure AP 3050, Institutional Code of Ethics**

Dr. Stork stated to the Board that this procedure is required by accreditation standard III.A.1.d, and promotes a civil and professional environment. Recommendations were made by all constituent groups and the final draft with Dr. Stork's amendments is presented to the Board for review. Discussion took place regarding the development of a

corresponding board policy for an institutional code of ethics.

The Board, **by consensus of those members present**, directed the Superintendent/President to draft a board policy for an institutional code of ethics.

**8. Removal and Destruction of Financial Aid Student Records**

**Moved** (Mitchell) -to approve the removal and destruction of financial aid student records for academic year 1994-1995 through 2002-2003.  
**Motion - Passed** by majority vote of the board and unanimously by those members present. (4-yes, 0-no, 1-absent (Galvan), 1-advisory).

**9. Cuesta College Foundation Agreement for Services, Facilities, and Equipment 2013-2014**

**Moved** (Mitchell) - to approve the Cuesta College Foundation Agreement for Services, Facilities, and Equipment 2013-2014, as presented.  
**Motion - Passed** by majority vote of the board and unanimously by those members present. (4-yes, 0-no, 1-absent (Galvan), 1-advisory).  
 Shannon Hill, Executive Director, Advancement/Foundation reported to the Board that the proposed agreement was the same as what was presented and approved last year.

**10. Agenda**

A preliminary list of proposed agenda items for the June 19, 2013 and the regular meeting scheduled for July 10, 2013 was presented for review.

The Board agreed through consensus to:

- Move the proposed tentative budget to the June 19, 2013 meeting
- Start the June 19, 2013 meeting at 4:00p.m. and recess to closed session, then reconvene in open session at 4:30 p.m.
- Start the July 10, 2013 meeting at 3:00p.m. and recess to closed session, then reconvene in open session at 4:00-p.m.
- Add the contracts for Assistant Superintendent/Vice President, Academic Affairs and Student Services, and revised contract for the Assistant Superintendent/Vice President, Administrative Services.

**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**

**Moved** (Scovell)- to approve the consent agenda, as presented.  
**Motion - Passed** by majority vote of the board and unanimously by those members present (4-yes, 0-no, 1-absent (Galvan), 1-advisory).

**2. Board Minutes**

Draft minutes of the SLOCCCD May 1 2013, regular Board meeting.

**3. Approval of Warrant Listings**

Check Date	Amount
05/01/13	\$ 319,660.19
05/06/13	\$ 497,162.84
05/08/13	\$ 249,322.39
05/13/13	\$ 64,714.48
05/15/13	\$ 106,613.71
05/20/13	\$ 66,984.12
05/22/13	\$ 154,536.41
05/29/13	\$ 132,116.12
<b>Total</b>	<b>\$ 1,591,110.26</b>

- 4. Approval of Payroll Orders**      Approve Payroll Orders for May 2013, as presented.

Academic/Classified	\$ 128,424.13	236
Academic/Classified	\$ 3,409,144.85	761
	\$ 3,537,568.98	997
  
- 5. Public Employee Appointments**      Proposed salary/wage for unrepresented short-term temporary and management employees.
  
- 6. Quarterly Financial Status Report**      Review the quarterly financial status report and approve the 2012-13 budget transfer financial activity report for the quarter ending March 31, 2013.
  
- 7. Declaration of Surplus Equipment**      To declare obsolete equipment as surplus.

**DISCUSSION  
BOARD EVALUATION**

1. The board understands the financial audit and its recommendations; yes/no – comments.

Trustee Alexander- She serves on the Audit Committee and stated yes, and hoped everyone understands it. She said her meetings with Toni Sommer and the auditors emphasized clear language and ensured information was delivered accurately. She added that it was important to rotate membership on the committee.

Trustee Mitchell - Said it had improved significantly over the past few years, and good progress has been made since 2007, even with the transition to Banner software.

Trustee Mullen - Said the audit was a key document that provides third-party validation of the District's financial health.

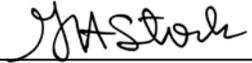
Dr. Stork stated the Board Professional Development Plan would be on the next agenda along with the Board's self-evaluation. He emphasized the need for the Board to attend conferences, collectively or individually.

**ADJOURNMENT**

The meeting adjourned at 7:10 p.m.

Minutes Prepared By:

  
 \_\_\_\_\_  
 Todd Frederick  
 Executive Assistant to the Board

  
 \_\_\_\_\_  
 Gilbert H. Stork, Ed.D.  
 Secretary to the Board



SAN LUIS OBISPO COUNTY COMMUNITY COLLEGE DISTRICT

## BOARD OF TRUSTEES

### BOARD MINUTES

Regular Meeting

August 7, 2013

The Board of Trustees of the San Luis Obispo County Community College District met in Regular Session in the Associated Students Auditorium, room 5401, San Luis Obispo Campus, Highway 1, San Luis Obispo, California, and via video conference (polycom) (video conference) N1015, Nacimiento/Wolf Building, North County Campus, 2300 Buena Vista Drive, Paso Robles, California; members and the public having been noticed as prescribed by law.

1. **Call to Order** Meeting convened by Trustee Mullen at 2:45 p.m.
2. **Roll Call - Establish Quorum**

Board Members	Present	Absent
Patrick W. Mullen, President	X	
Angela Mitchell, Vice President	X	
Gaye Galvan	X	
Charlotte Alexander	X	
Barbara George	X	
3. **Approval of Agenda** **Motion to approve as presented:** Galvan- **Passed** by majority vote of the Board and unanimously by those members present (5-yes, 0-no) to approve the agenda, as presented.
4. **Public Comment on Closed Session Items** None
5. **Recess to Closed Session** The Board recessed to Closed Session at 2:47 p.m.  
Trustee Scovell was present for closed session during litigation agenda items.
6. **Reconvene in Open Session** The Board reconvened in open session at 4:12 p.m.
7. **Pledge** Trustee Mitchell

**ADMINISTRATION PRESENT**

Superintendent/President  
 Asst Supt/VP Administrative Services  
 Asst Supt/VP Student Services  
 Asst Supt/VP Academic Affairs  
 Interim Exec Dean, North County Campus  
 and South County Center

Dean, Humanities, Fine and Performing Arts, and  
 Social Science  
 Dean, Workforce and Economic Development  
 Interim Dean, Math, Sciences, Nursing/Allied  
 Health, and Kinesiology/Athletics/Health Science  
 Exec Dir, Human Resources and Labor Relations  
 Exec Dir, Inst Adv / Foundation

**VISITORS SIGN-IN** (Attachment A)

**8. ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION** Government Code Section 54957.7

Trustee Mullen announced the following actions taken in closed session.

- The Board unanimously approved all appointments, appointment changes, and resignations, as presented.
- The Board provided direction to the Administration regarding employee negotiations.
- No further action was taken by the Board in closed session.

**Public  
 Employee  
 Performance  
 Evaluation**

- a. Agency Negotiator: Patrick Mullen  
 General evaluation, Government Code Section 54957(b)(1)  
 Superintendent/President

**Public  
 Employee  
 Appointment**

**Motion to approve the public employee appointments, as presented:**  
 Alexander — **Passed** by majority vote of the board and unanimously by those members present (5-yes/0-no).

**Appointments** Government Code Section 54957(b)(1)

- a. Short Term Temporary
- b. Instructional Aide II, WED&CP
- c. Clerical Assistant II, WED&CP
- d. Job Developer, WED&CP
- e. Student Success Centers Supervisor, Student Services
- f. Interim Division Chair, Physical Sciences
- g. Articulation Officer/Counselor
- h. Division Department Assistant, Fine and Performing Arts
- i. Secretary III, Public Safety

**Public  
 Employment**

**Motion to approve the appointment changes, and resignations, as presented:** George — **Passed** by majority vote of the board and unanimously by those members present (5-yes/0-no).

**Appointment Change** Government Code Section 54957(b)(1)

- a. Full-time Instructor, Physical Sciences, 80% FTE/10 months to Full-time Instructor, 100% FTE/10 months
- b. Secretary II Construction Projects, Administrative Services, 50% FTE/12 months to Department Assistant – Non Academic, 50% FTE/12 months
- c. Purchasing/Clerical Assistant, MO&G, 100% FTE/12 months to Facilities Services, Planning and Capital Projects Purchasing Technician, 100% FTE/12 months
- d. Instructional Associate, Student Support & Success, 80% FTE/9 months to 50% FTE/10 months
- e. Instructional Associate, DSPS, 100% FTE/10 months to Instructional Associate, Student Support & Success, 80% FTE/9 months

**Resignation** Government Code Section 54957(b)(1)

- a. PE/Athletic Equipment Technician, Athletics
- b. Instructor, Digital Arts
- c. Account Clerk II, Public Safety
- d. Custodian, MO&G
- e. Payroll Technician, Payroll

**Retirement** Government Code Section 54957(b)(1)  
None

**Public Employee Discipline/Dismissal/Release** Government Code  
54957(b)(1)  
None

**Labor Negotiations/ Terms & Conditions** **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  
Instructions Regarding Unrepresented Employees;  
Superintendent/President, Confidential, Managers, Supervisors:

**Litigation** **Conference with Legal Counsel, Litigation, Significant Exposure to Litigation Pursuant to Government Code 54596.9(b)(1);** One case – Capital Outlay

**9. General Hearing of Public Comment**

Andrea Devitt, Cuesta College Counselor, spoke regarding the kick-off fundraiser for the “book of the year” – “Orange is the New Black” by Piper Kerman.

**10. REPORTS FROM EMPLOYEE ORGANIZATIONS**

**CCCUE** No report.

**Management Senate** No report.

**Academic Senate** Kevin Bontenbal, Academic Senate President, reported the following to the Board:

- The Senate’s first meeting is scheduled for August 23<sup>rd</sup>.
- He presented the Statewide Senate Rostrum.
- He stated personal support for a general obligation bond.

**CCFT** Debra Stakes, Union President reported the following to the Board:

- She stated the bond issue weighs heavily with faculty. They are willing to support if faculty are involved.
- She commented on the lack of notice to part-time faculty regarding the loss of sections and urged professional behavior to all.

**11. REPORTS FROM BOARD MEMBERS**

**Trustee Scovell** Trustee Scovell reported the following:

- The ASCC executive cabinet met with the advisor to begin planning for fall events.

**Trustee George**

Trustee George reported the following.

- She acknowledged the importance and success of the College for Kids summer program.
- She thanked Ms. Devitt for her commitment and work on the book of the year events.

**Trustee Galvan**

No report.

**Trustee Alexander**

Trustee Alexander reported the following:

- She met with the Executive Director, Advancement/Foundation to discuss the format and content of the Foundation Quarterly Report.
- She noted Cuesta classified employee Bea Anderson's appointment to the Foundation Board.
- The Foundation Board discussed strategic planning and the yearly budget during its last meeting.
- She stated she enjoys serving as the Board's representative on the Foundation Board.

**Trustee Mitchell**

No report.

**Trustee Mullen**

Trustee Mullen reported the following to the Board:

- He commented on how well received the Cuesta mobile welding trailer was at the Mid-State Fair.
- He recently met with former Cuesta student Monte Dodge, who is currently serving as an intern at PG&E. Mr. Dodge extended his ongoing appreciation to Cuesta faculty and staff.
- He noted that it had been determined that the Cuesta welding (fabrication) team had actually won Bronze at the recent national competition in Kansas City. There had been an error in the scoring computations. Every Cuesta College student that competed earned a medal at the event.

**12. Report from Supt/Pres**

Dr. Stork presented the following to the Board:

- He noted that the annual scholarship reception was tomorrow, August 8<sup>th</sup> in the Associated Students Auditorium.
- He reported Opening Day is August 16<sup>th</sup>, during which the keynote presentation will focus on Survey of Entering Student Engagement (SENSE) and Community College Survey of Student Engagement (CCSSE).
- He noted the tremendous amount of work and leadership that was done and exhibited with regard to accreditation.
- Pacific Gas & Electric Governmental affairs representative John Schoals was on-hand to present the college with a check for \$20,000 in response to a grant proposal to support four separate areas; 50<sup>th</sup> Anniversary events and activities, public safety computer dispatch, tutoring services, and student emergency funding.
- Mr. Schoals commended Cuesta College and stated that he looked forward to continuing to work with the college and supporting student success.
- Dr. Stork introduced Dr. Luis Gonzalez, the new Supervisor for the Student Success Center.

Shannon Hill presented the Foundation monthly gift report. She noted the large gift in excess of \$4 million. The donation comes from an estate, of which another \$4 million is expected after sale of properties. She presented the Board with the action taken by the Foundation Board to quasi-endow the funds for

continued growth and support to the college. She briefly reported on the proposal to develop a scholarship for first year local high school graduates.

Trustee George gave credit to those in the community who facilitated this enormous gift to the college.

Dr. Stork reported that the goal to implement the "Cuesta Promise" proposal is fall 2014. Discussions are taking place with other institutions to build on best practices.

- 13. 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.

None

## 14. Reports

### 1. Cuesta College Foundation Quarterly Report

The Executive Director, Advancement/Foundation presented the Foundation quarterly report for the period ending June 30, 2013. She noted the large gift previously mentioned in the monthly gift report. She and Trustee Alexander have been discussing the format and contents of the quarterly report.

### 2. Planning and Accreditation

The Assistant Superintendent/Vice President, Academic Affairs presented the following to the Board:

- The first draft of the District Follow-up Report is ready for review. Training will take place on flex days (August 14<sup>th</sup> and 15<sup>th</sup>) and opening day for accreditation and integrated planning. Dr. Conrad will be conducting a session on roles in the college's participatory governance model.

The Assistant Superintendent/Vice President, Student Service presented the following to the Board:

- Work on the closeout of the 2012 Strategic Plan takes place in August. The focus will be to gauge whether action steps have been effective and how the college will approach action steps for the second year.
- There are new perspectives for 2014-2017. In September the college will look at goals and objectives and determine whether any need to be moved forward.
- Newly identified responsible parties will develop action steps in September.

Dr. Stork commented that student engagement was a serious issue and noted the cooperation and support of the faculty last spring. He noted that 30 percent of first time students do not earn any credits.

### 50th Anniversary Report

The Executive Director, Advancement/Foundation provided an update on the activities and events for the 50<sup>th</sup> anniversary celebration. Advancement is working on the latest edition of Cuesta College News, working with the Friends of the CPAC on the fall presentation of Gleeful, and discussing a proposal for holiday party at the end of the year.

**BUSINESS AGENDA**  
**ACTION / DISCUSSION ITEMS**

- 1. Contract for North County Campus Facilities Needs Assessment**

**Motion to approve** (Mitchell) the Contract for North County Campus Facilities Needs Assessment for \$112,800, as corrected. **Motion - Passed** by majority vote of the board and unanimously by those members present (5-yes, 0-no, 1-advisory).

Toni Sommer noted a correction in the recital, changing “financial” to “facilities” in the title.
- 2. Implementation of the Facilities Master Plan**

**No Action**

Toni Sommer reported that three responses to the District’s request for proposals had been received, and a committee conducted interviews with the respondents. The committee members were the President of the Board, Trustee Barbara George, Superintendent/President, Assistant Superintendent/Vice President, Administrative Affairs, CCFT President and the CCCUE President. The group is working on consolidating its opinions and it will develop a recommendation to be presented at the September regular Board meeting.

Trustee George noted her concern with regard to meeting the suggested timeline to complete all the necessary tasks connected with placing a bond on the ballot.

Toni Sommer noted that Redevelopment Agency funding from Paso Robles is expected and will be used to fund the assessment.
- 3. SLOCCCD Resolution Number 12-13, Resolution of the Board of Trustees of the SLOCCCD Regarding its Intention to Issue Tax-Exempt General Obligation Bonds**

**Motion to approve** (Alexander) SLOCCCD Resolution Number 12-13, Resolution of the Board of Trustees of the SLOCCCD Regarding its Intention to Issue Tax-Exempt General Obligation Bonds, as presented. **Motion - Passed** by roll-call vote of the board and unanimously by those members present (5-yes, 0-no, 1-advisory).
- 4. SLOCCCD Resolution Number 14-13, Delivery and Sale of Refunding Certificates of Participation**

**Moved** (Mitchell) – to approve SLOCCCD Resolution 14-13, Delivery and Sale of Refunding Certificates of Participation, as corrected. **Motion - Passed** by roll-call vote of the board and unanimously by those members present (5-yes, 0-no, 1-advisory).

Dr. Stork noted the title on the resolution title should read Board of Trustees not the SLOCCCD Financial Corporation.

This resolution is in response to the Board’s directive to the Superintendent/President and Assistant Superintendent/Vice President, Administrative Affairs to develop a proposal to refund the Certificates of Participation in an effort to save the District over \$1 million.

Toni Sommer noted the difficulty experienced in selling the Tax Revenue Anticipation Note due to the attention the market is placing on recent events in San Francisco and the impact on the community college

system. This action puts the District in position to take advantage of acceptable interest rates that facilitate the projected three percent savings of the proposal.

**5. The San Luis Obispo County Community College District (SLOCCCD) 2013-2014 Board of Trustees – Board Goals**

**Motion to approve** (Alexander) the San Luis Obispo County Community College District (SLOCCCD) 2013-2014 Board of Trustees – Board Goals, as presented. **Motion - Passed** by majority vote of the board and unanimously by those members present (5-yes, 0-no, 1- advisory).

The goals were developed through the efforts of the sub-committee appointed by the Board (Trustees Alexander and George) in collaboration with the President’s office.

Dr. Stork noted the College mission statement would be published with the goals, as they were developed in alignment of the mission.

Discussion took place regarding each of the goals and the thinking around each.

Trustee George stated that she would like to work on goal (1).

**6. Board of Trustees – Board Cover Sheet**

**Moved** (Mitchell) – to approve the Board of Trustees – Board Cover Sheet, as presented. **Motion - Passed** by majority vote of the board and unanimously by those members present. (5-yes, 0-no, 1-advisory) 1-advisory).

Discussion took place regarding the intent of the information provided to the Board. The executive group will have to evaluate the language and the Board will have to evaluate the value of what is being presented. Discussion also took place regarding the need to continue to assess the level of information and delegation to the Superintendent/President and his accountability for the administration of the college.

Trustee Mitchell complimented the improvements in job descriptions and the move towards including references to integrated planning.

**7. Agenda**

A preliminary list of proposed agenda items for the September 4, 2013 Regular Board meeting was presented for review.

The Board agreed through consensus to add:

- Include the presentation of medals to the Skills USA winners
- Draft of the Follow-up Report
- Progress Report with updates
- President’s report on integrated planning assessment of processes

**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**

**Moved** (Mitchell) – to approve the consent agenda, with the exception of the minutes of the June 19<sup>th</sup> special Board meeting and the July 10<sup>th</sup> regular Board meeting . **Passed** by majority vote of the board and unanimously by those members present (5-yes, 0-no, 1-advisory).

Trustee George requested the minutes of the July 10<sup>th</sup> regular board

meeting be pulled for review. Trustee Alexander requested the minutes of the June 19<sup>th</sup> special Board meeting be pulled. The minutes were pulled by consensus of the Board.

**2. Board Minutes**

Draft minutes of the SLOCCCD June 19, 2013, Special Meeting / Board Self-Evaluation and the July 10, 2013 Regular Board meeting.

**Moved** (Mitchell) – to approve the consent agenda, with the exception of the minutes of the June 19<sup>th</sup> special Board meeting . **Passed** by majority vote of the board and unanimously by those members present (4-yes, 0-no, 1-advisory, 1 – abstain (Alexander)).

Trustee Alexander was absent.

**Moved** (Mitchell) – to approve the consent agenda, with the exception of the minutes of the July 10<sup>th</sup> regular Board meeting, as corrected. **Passed** by majority vote of the board and unanimously by those members present (5-yes, 0-no, 1-advisory).

Trustee George requested a correction in the spelling of Lynn Hinson’s name (misspelled Hanson).

**3. Approval of Warrant Listings**

<b>Check Date</b>	<b>Amount</b>
07/01/13	\$ 74,032.64
07/03/13	\$ 375,101.51
07/10/13	\$ 99,242.53
07/15/13	\$ 93,576.70
07/17/13	\$ 637,829.79
07/22/13	\$ 961,848.12
07/24/13	\$ 201,058.55
07/29/13	\$ 65,069.68
<b>Total</b>	<b>\$ 2,507,759.52</b>

**4. Approval of Payroll Orders**

Approve Payroll Orders for July 2013, as presented.

<b>Academic/Classified</b>	\$ 119,714.99	170
<b>Academic/Classified</b>	\$1,956,115.51	460
	\$2,075,830.50	630

**5. Public Employee Appointments**

Proposed salary/wage for unrepresented short-term temporary and management employees

**Q. DISCUSSION****Board Evaluation**

1. Does the governing board development program address the need to learn about accreditation?

Trustee Alexander – yes

Dr. Stork noted the accreditation workshops conducted last year.

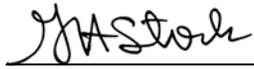
**ADJOURNMENT**

**Adjournment** The meeting adjourned at 6:18 p.m.

Minutes Prepared By:



Todd Frederick  
Executive Assistant to the Board



Gilbert H. Stork, Ed.D.  
Secretary to the Board



SAN LUIS OBISPO COUNTY COMMUNITY COLLEGE DISTRICT

**BOARD OF TRUSTEES**

**BOARD MINUTES**

Regular Meeting/Organizational Meeting  
December 4, 2013

The Board of Trustees of the San Luis Obispo County Community College District met in Regular Session in the Associated Students Auditorium, room 5401, San Luis Obispo Campus, Highway 1, San Luis Obispo, California, and via video conference (polycom) N1015, Nacimiento/Wolf Building, North County Campus, 2300 Buena Vista Drive, Paso Robles, California; members and the public having been noticed as prescribed by law.

1. **Call to Order** Meeting convened by Trustee Mullen at 3:06 p.m.

2. <b>Roll Call - Establish Quorum</b>	<u>Board Members</u>	<u>Present</u>	<u>Absent</u>
	Patrick W. Mullen, President	X	
	Angela Mitchell, Vice President	X	
	Gaye Galvan	X (arrived 3:08 p.m.)	
	Charlotte Alexander	X	
	Barbara George	X	

3. **Approval of Agenda** **Motion to approve as presented:** George/Mitchell- **Passed** by majority vote of the Board and unanimously by those members present (4-yes, 0-no, 1-Absent, Galvan-arrived at 3:08; to approve the agenda, as presented.

4. **Public Comment on Closed Session Items** Ilene French, Cuesta College Classified Unified Employees President, read the following written statement to the Board:

Board of Trustees:

I come to you today with several serious concerns; negotiations in particular, and issues around grievances and an upcoming arbitration.

Our negotiation process has been long and very unproductive. The entire contract is up for negotiations and thus far CCCUE has come to the table with multiple proposals specifically, Articles 6, 7, 8, 9 and 18.

To date, we have no tentative agreement, which is very frustrating, as we proposed back in February. Based on conversations at the table, CCCUE believes some of our proposals have been misrepresented to both the President's Cabinet and Board of Trustees. In addition, we do not receive written responses to our proposals – the closest the District has come to responding to our proposals is to type notes in the margins of our proposal. And then, out of nowhere, we receive a “package proposal” that is supposed to end negotiations when we have not even presented all of our proposals.

One of the biggest problems in regard to negotiations is that the District negotiators do not have the authority to bargain. Almost no decisions are made at the table, and if they are, decisions are reversed by the next meeting, as Bill

Benjamin would have received direction from cabinet, the President or the Board by then.

This is classic bad faith bargaining and is definitely hindering progress. One glaring example is an MOU that we have been trying to resolve for over a year now in regard to the Division Assistants and the reorganization done in May 2012. We thought we had agreement two sessions ago, but the District team retracted a major provision of settling this MOU, after bringing it to the Board.

In regard to grievances, we have one grievance going to arbitration because the District would rather spend thousands of dollars in legal costs than to reemploy an employee into a position for which she qualifies and that was laid off through no fault of her own.

Our most recent grievance addresses agenda item 3B and involves the hiring process that we believe was biased. We are asking that you do not approve the filling of this position until this grievance is resolved. We ask that the Board respect our contract and grievance process.

We would like to request that Bill Benjamin be removed from the negotiation team and be replaced with another Administrator. We need the District negotiation team to have the authority to make decisions at the table. We need to be treated with the respect that we deserve as employees of this District. There is just no excuse for how we are currently treated and for the all time low morale of classified employees.

5. **Recess to Closed Session**            The Board recessed to Closed Session at 3:13 p.m.
6. **Reconvene in Open Session**    The Board reconvened in open session at 4:25 p.m.
7. **Pledge**                            Trustee Scovell

**ADMINISTRATION PRESENT**

Superintendent/President  
 Asst Supt/VP Administrative Services  
 Asst Supt/VP Student Services  
 Interim Exec Dean, North County Campus  
 and South County Center  
 Dean, Humanities, Fine and Performing  
 Arts, and Social Science  
 Exec Dir, Human Resources and Labor  
 Relations  
 Exec Dir, Inst Adv / Foundation

**VISITORS SIGN-IN** (Attachment A)



- Instructions Regarding Academic Employees; Negotiations
- c. Agency Negotiator: Patrick Mullen  
 Instructions Regarding Unrepresented Employees;  
 Superintendent/President, Confidential, Managers, Supervisors: Executive  
 Director, Human Resources and Labor Relations

**Motion to approve SLOCCCD Resolution 17-13**, Resolution of non-reemployment releasing the Executive Director, Human Resources and Labor Relations from employment as an educational administrator, and terminating employment with the San Luis Obispo County Community College District, as presented: Mitchell/Galvan — **Motion/Resolution Passed** by roll-call vote of the board and unanimously by those members present (5-yes/0-no).

## 9. General Hearing of Public Comment

None

<b>BUSINESS AGENDA</b>	
<b>ACTION / DISCUSSION ITEM</b>	

### 1. Pre-Bond Survey #1 Results

Discussion

The Lew Edwards Group presented the results of the pre-bond feasibility survey conducted in October 2013.

Dr. Stork opened the conversation, noting that the recent figure of \$180 million quoted in a recent news article did not reflect the District's position. It was in response to specific questions regarding the facilities on the San Luis Obispo campus. He stated the Board would have the final say as for how much a proposed bond measure would be, if approved to be placed on a ballot.

Catherine Lew, CEO and Dave Mason, senior associate from the Lew Edwards Group and John Fairbank, Principal at FM3 Research were present to provide the analysis of the pre-bond climate survey (Attachment A).

Ms. Lew opened the discussion providing an overview of the project objectives and methodology, and presented the following to the Board:

- She noted how privileged she was to have collaborated with the with the Cuesta work-group with whom she and her associates have worked to develop and tailor the survey
- She stated she was excited to report the potential feasibility of a 2014 bond; a Cuesta College bond of up to \$347 million is viable in 2014.
- While viable in either June or November, November is strongly recommended by her team to allow for continued team work and time to engage the community further.
- A proactive public outreach and community consensus building effort will assist the District in properly preparing for a possible bond measure proposal.

Mr. Fairbank led the discussion of the analysis of the response data and presented the following to the Board:

- Phone interviews were conducted from October 17<sup>th</sup> through October

22<sup>nd</sup>. Calls were made to 600 respondents with a solid voting history.

- The survey established awareness - nine-in-ten county respondents identify Cuesta College as their local community college. The 28 percent of the voters from South County are less aware.
- A majority of respondents have either taken a class or have a family member who attended Cuesta; however, the percentages for the area are lower than seen in other districts throughout the state.
- Most (85 percent) believe Cuesta College has a critical role in keeping the community healthy through training of paramedics, nurses, and first responders.
- The percentage of respondents who believe Cuesta College has experienced funding cuts due to the state budget crisis is 81 percent.
- The two to one response that college trustees spend money wisely is a good response. In the current political climate, most voters do not think money is spent efficiently. The perception of needs for the college is healthy across all trustee districts. Responses around the 70 percent range are common throughout the survey. The lower numbers are from those for whom the district needs to reach and inform of current and future needs. Need is clearly related to the level of support.
- Responding to Trustee George; the coastal towns of Cambria, Cayucos, Morro Bay, and Los Osos are split between the North and Central areas of the county.
- A simulated ballot label statement was tested. Trustee Mullen pointed out that the \$347 million stated in the simulated ballot statement is not an official amount, and that the Board has not directed or determined any level for funding for a potential bond measure. The figure is only used as analysis based on the survey.
- The voters know what the statement represents and what it means. There was not much variance with regard to the response to the ballot statement and those who identified a need.
- Fiscal oversight and accountability is a high priority for voters.
- Discussion took place with regard to the demographic breakdown of the responses to the survey. It was stated again that the more voters know about what the needs of the college are and what funding is used for, the more likely they are to support a bond.
- Based on county region and by city, support for the measure is relatively consistent across the county.
- Place holders for the amount of a bond were tested; \$347 million, \$280 million, and \$200 million. There was not much variance in the response between the dollar amounts. There was however, a decrease in support when respondents hear the actual costs, dollars per \$100,000. A little more dollar sensitive but all three numbers are 55 percent or over. Dr. Stork noted that the \$347 million, \$25/\$100,000 per voter is the maximum allowed by Prop 39.
- A strong level of importance to respondents requiring all funds be

used locally.

Trustee George expressed her respect and appreciation for the work that had been done.

Ms. Lew closed with the following:

- The results of the survey indicate a bond up to \$347 million is viable, but this survey is only the first step. The recommendation is that the college move forward. It would be a wise decision of the board to move towards placing a ballot next summer.
- When queried by Trustee George as to the level of confidence in the statement of recommendation based on the drop in positive response when the dollar per \$100,000 is discussed, Ms. Lew stated anecdotally that a 20 percent drop is normal; constituents support the measure with 55 percent of higher and believe in the needs of the District. The difference occurs when the percentage level of support is much lower than that presented to the Board this evening.
- Constituents have a strong feeling about the unique role Cuesta plays in the current tough economy. The results remained remarkably consistent throughout the survey. They want young people to have access to career and job training, and affordable education.
- The District and Board have a reputation of fiscal prudence that is valued.
- The team at Cuesta was much larger than she had worked with in the past, but a very good group.
- The presented the following next steps:
  - Broaden internal stakeholder base and develop team building with the workgroup.
  - Engage community leaders and expand the input outside the scope of the survey.
  - Deploy team to make presentations at local organizational meetings.

The Assistant Superintendent/Vice President, Administrative Services requested direction from the Board.

Trustee Mullen suggested that the college continue with the education process, but to make it clear that the Board has not yet decided on whether a bond measure would be placed on the 2014 ballot, nor a specific amount or list of needs. Discussion took place with regard to the cursory timeline and next possible action steps.

Discussion took place regarding the review of the survey taking in support of the 2006 bond measure and whether comparing them with the current survey would be useful or prudent. Responding to Trustee George, Trustee Mullen pointed out the major differences in this early survey he has observed compared to the last bond measure thus far; this is a more comprehensive survey, more internal participation, focus on doing a better job listening to what voters are saying. The Board needs to be thoughtful and considerate to what is being said and the decisions it makes. Dr. Stork noted that the environment of eight years ago was much different

than what exists today. Attitudes, level of support, economic climate, and processes are all different. The Lew Edwards Group has reviewed every piece of data, media reports, and results of the last campaign and understands what the voter perspective was. There will always be a naysayer element. The district must address every segment of the community and education them. The focus of the Board should be to trust the information provided by the group and challenge it when needed.

When asked by Trustee Scovell how the feedback of the initial survey compared to other districts, Ms. Lew stated she did not deal with subjectivity, but the results present viability for a bond measure.

Mr. Fairbanks stated the survey presented strong results for a district with demographics such as San Luis Obispo County.

## 10. REPORTS FROM EMPLOYEE ORGANIZATIONS

- CCCUE** Ilene French, CCCUE President, reported the following to the Board:
- The classified employees look forward to the holiday party and the professional development that is supporting the event.
- Management Senate** No report
- Academic Senate** Kevin Bontenbal, Academic Senate President, reported the following to the Board:
- The senate has approved the means of verifying distance education course students. Administrative Procedure 4105 is in development. It is a last substantial piece to address accreditation issues. He thanked the Distance Education Committee for their work over the past year.
  - The senate has been reviewing accreditation standards in support of the 2014 self-study and providing feedback.
  - He stated a bond measure was overdue and much needed. He recommended to the Board that a measure be placed on the November 2014 ballot.
  - He and Deb Wulff will be visiting City College of San Francisco to attend an all-day workshop, along with the president of the statewide academic senate and representatives from the Community College League of California. The discussion will focus on accreditation issues.
- CCFT** Debra Stakes, Union President reported the following to the Board:
- She commented on the theme of collaboration. She stated she was the voice of many people.
  - The president and vice president of the CFT parent organization want to visit Cuesta and meet with the union executive board to be sure the union still has common goals with the state organization.
  - She received a budget review from the Director of Fiscal Services. That information is being distributed to the membership.
  - At the next all-member meeting they will be discussing an appropriate response to the recent outcomes of negotiation efforts, choosing a specific direction.

## 11. REPORTS FROM BOARD MEMBERS

- Trustee Scovell** Trustee Scovell reported the following:
- He acknowledged ASCC Vice President Kyle Siegwarth, who has had a positive effect on the group through his skills and work ethic, and Catalina

Marshant, ASCC Secretary who contributes her time freely.

- He attended the Community College League of California Annual Convention. He attended sessions that included leadership skills and discovered a pilot program being offered for law school. The target for the program is 20 community colleges and other higher education institutions. It would guarantee placement in the school to which transferred for law school.
- He stated the most rewarding thing at the convention was to speak with keynote speaker Lawrence Harding; an African-American historian and scholar of American religion and society, and co-chair of the social unity group Veterans of Hope Project. Never has so much been said with so few words. He was a close friend and speech writer for Dr. Martin Luther King and can bring a room to tears or laughter with just a few sentences. It was the most rewarding college experience for him to date.
- The ASCC sponsored a student open forum last month. Over 50 participated on both the San Luis Obispo and North County campuses. The main topic of issue was counseling.

**Trustee  
George**

No report.

**Trustee  
Galvan**

Trustee Galvan reported the following:

- She attended several events at the Cultural and Performing Arts Center.

**Trustee  
Alexander**

Trustee Alexander reported the following:

- She attended the Community College League of California Annual Convention. It was an opportunity to speak with other trustees and key players one-on-one. It is particularly valuable to hear from people in other industries and what they have to say about education.
- The closing lunch sessions included keynotes from the co-founder of Coursera, Massive Online Open Courses (MOOCs), and Distinguished Alumni Award winner Dustin Lance Black, a successful screenwriter who attended Hartnell and Pasadena City College.
- Attending activities such as this enhance the personal education of board members and what the board can do for the college, its students, and the community.

**Trustee  
Mitchell**

Trustee Mitchell reported the following:

- She attended day one of Community College League of California Annual Convention and attended a session on accreditation.
- She submitted a written report with handouts on policy and procedure and student success imperative. She stated she would present more information during the professional development item later on the agenda.

**Trustee  
Mullen**

Trustee Mullen reported the following to the Board:

- He attended the Central Coast Economic Forecast last Friday. He commented on a video, created by Cuesta student Jamie Andreozzi, who is an intern at Barnett, Cox, & Associates that was incredibly well received. The video encompassed events over the past 50 years that shaped the nation, and events that shaped San Luis Obispo County. It was the largest attendance ever at the conference (500 plus). Maggie Cox of Barnett, Cox, & Associates and many others came up to him and commented on Cuesta.

**12. Report from  
Supt/Pres**

Dr. Stork presented the following to the Board:

- He attended the Community College League of California Annual Convention. The event was valuable with a wide array of speakers and topics. He appreciated spending the time with Trustees Mitchell, Alexander,

and Scovell. He also attended the statewide CEO meeting that met in conjunction with the convention. Much of the focus was on accreditation and the proposed changes in the standards.

- He noted with regret, the passing of Mark Tomes' wife after a long bout with cancer. Dr. Stork indicated it was the second such incident in Mark's life and asked everyone to especially keep Mark in their thoughts over the holidays.
- Today, a team of individuals from the Western States Conference for athletics visited Cuesta. The college is a member of the conference. The conference devised a program review process in the 80's, developed and championed by Warren Hansen. It's based on peer review and is now the state model. There are 16 colleges in the conference. Two colleges are evaluated per year. The feedback has been remarkable. The enthusiastic support for athletics at Cuesta is notable. It is similar to the accreditation process.

The Executive Director, Advancement/Foundation presented the Foundation monthly gift report.

- 13. 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.

Todd Frederick, the executive assistant to the board presented an update regarding an amendment to the Brown Act, SB 751 that requires by-name reporting of votes taken by the board, effective January 2014. Mr. Frederick stated that there are differing opinions as to what extent the Board needs to respond considering its small membership. A request has been forwarded to District Counsel, asking for an official opinion with consideration to the practices currently in place. That response will be presented to the Board for appropriate action.

## 14. Reports

### 1. Planning and Accreditation

The Superintendent/President, presented the following to the Board for the Assistant Superintendent/Vice President, Academic Affairs:

- He presented an update on accreditation activity with regard to the 2014 Self-Study.
- He thanked Dr. Bontenbal and Deb Wulff for sharing their accreditation experience with others in the system. The Chancellor's office and others are providing as many resources as possible to assist City College of San Francisco. No one wants to see them lose their accreditation.
- He has been asked to chair a visiting team in spring. He will be going to Cerritos and Deb Wulff will attend as the assistant to the chair. The assistant position provides an opportunity to touch many aspects of the visit. Toni Sommer will have administrative oversight for the March 2014 board agenda in their absence.
- The visiting team report was received from Dr. Beno's office. It is consistent with the attitude that was presented by the team during their visit. Cuesta College is garnering a poster-child image with regard to what it has overcome and level of excellence that it is displaying on all fronts in regard to meeting standards and moving forward. He is hopeful everyone will be able to celebrate the anticipated outcome in February. The caution is that the comprehensive self-study is due in spring 2014.
- The commission meets in January, in Sacramento. The college has received the notice of

the meeting with an invitation to attend. Dr. Stork indicated that he, Deb Wulff, Trustee Mullen would attend, with hope that Dr. Bontenbal could join them.

- He presented the faculty prioritization hiring list recommendation approved by College Council. He will be considering the list and evaluating it, providing direction as to whether to move forward. Dr. Stork reviewed the listed positions. Dean of Academic Affairs, Bret Clark explained the differences between the institutional (cluster), objective (data elements), and subjective (college council and sub-committee) ranking.

## 2. 50th Anniversary Report

The Executive Director, Advancement/Foundation presented an update on the activities associated with the 50<sup>th</sup> anniversary celebration.

- Ms. Hill reported it should be the last update as a standing item. A yearly summary will be presented to the board at a later date.
- She presented highlights of the 50<sup>th</sup> Anniversary Celebration events.
- Banners and supporting materials will be slowly phased out.

<b>BUSINESS AGENDA</b> <b>ACTION / DISCUSSION ITEMS</b>
--

### 1. Annual Organizational Meeting

#### O.1.a. Election of Officers:

**Motion to Nominate** Trustee Mullen for board president. (Mitchell/Galvan) **Motion - Passed** by majority vote of the board and unanimously by those members present (5-yes, 0-no, 1-advisory).

**Motion to Nominate** Trustee Alexander for board vice president. (Mullen/Scovell) **Motion - Passed** by majority vote of the board and unanimously by those members present (5-yes, 0-no, 1-advisory).

**Motion to Nominate** the Dr. Gil Stork as the District Clerk. (Galvan/Mitchell) **Motion - Passed** by majority vote of the board and unanimously by those members present (5-yes, 0-no, 1-advisory).

#### O.1.b. Date, Time, and Place of Regularly Scheduled Board Meetings (Attachment B)

The proposed date for the January board meeting was moved to the 8<sup>th</sup>, and selected June 11<sup>th</sup> for their workshop/self-evaluation meeting.

**Motion to approve** (Mitchell/Galvan) the proposed date, time, and place of regularly scheduled board meeting, as amended. **Motion - Passed** by majority vote of the board and unanimously by those members present (5-yes, 0-no, 1- advisory).

#### O.1.c. Appoint a District Representative who will attend the Annual Governing Boards Representatives' Meeting, typically held after the San Luis Obispo County School Board Association (SLOCSBA) Annual Fall Dinner Meeting in October. This individual's only responsibility is to help select members of the County Committee on School District Organization. (Attachment C)

**Motion to Nominate** Trustee George to continue as the district representative for the Annual Governing Boards Representatives' Meeting. (Galvan/Mitchell) **Motion - Passed** by majority vote of

the board and unanimously by those members present (5-yes, 0-no, 1- advisory).

- O.1.d. Appoint a Liaison Representative to the SLOCSBA. This individual represents the San Luis Obispo County Community College District (SLOCCCD) Board of Trustees at the SLOCSBA Executive Board Meetings. The same person may serve as the District Representative.

**Motion to Nominate** Trustee George to continue as the Liaison Representative to the SLOCSBA. (Galvan/Mitchell) **Motion - Passed** by majority vote of the board and unanimously by those members present (5-yes, 0-no, 1- advisory).

- O.1.e. Appointment of Board of Trustees Audit Review Committee.

**Motion to Nominate** Trustee George and Trustee Mitchell to serve on the audit committee beginning January 1, 2014. (Alexander/Galvan) **Motion - Passed** by majority vote of the board and unanimously by those members present (5-yes, 0-no, 1- advisory).

**Motion to approve** the Superintendent/President or Assistant Superintendent/Vice Presidents as Authorized Agent of the Board of Trustees, **authorize** the Superintendent/President and Assistant Superintendents/Vice Presidents as Agents of the Board of Trustees for items such as Revolving Funds, Payroll Orders, Warrant Listings, Applications for Funds, and Reports, **authorize** the Superintendent/President and Assistant Superintendents/Vice Presidents as Agents of the Board of Trustees for Contracts, and approve the Management Group beginning December 1, 2013, for one year, as presented (items O.1.f through O.1.i).

- O.1.f. Approval of Superintendent/President or Assistant Superintendent/Vice Presidents as Authorized Agent of the Board of Trustees.

- O.1.g. Authorization of Superintendent/President and Assistant Superintendents/Vice Presidents as Agents of the Board of Trustees for items such as Revolving Funds, Payroll Orders, Warrant Listings, Applications for Funds, and Reports.

- O.1.h. Authorization of Superintendent/President and Assistant Superintendents/Vice Presidents as Agents of the Board of Trustees for Contracts.

- O.1.i. Approval of Management Group beginning December 1, 2013, for one year.

- Superintendent/President
- Assistant Superintendent/Vice President, Administrative Services
- Assistant Superintendent/Vice President, Academic Affairs
- Assistant Superintendent/Vice President, Student Services and Campus Centers
- Executive Dean, North County Campus and South County Center
- Dean of Academic Affairs, Arts, Humanities, and Social Sciences
- Dean of Academic Affairs, Sciences, Mathematics, Nursing,

- Allied Health, Kinesiology, Health Sciences and Athletics
- Dean of Academic Affairs, Workforce and Economic Development
- Dean of Student Services
- Executive Director, Human Resources and Labor Relations
- Executive Director, Advancement / Foundation

**2. Discussion on Budget Development and College Planning**

**No Action**

Information Only.

The Assistant Superintendent/Vice President Administrative Services that the Planning and Budget Committee was on track with meeting its obligations and tasks as provided for in the Integrated Planning Manual and other plans.

**3. Curriculum**

**Motion to approve** (Alexander/Mitchell) the curriculum recommendations, as presented. **Motion - Passed** by majority vote of the board and unanimously by those members present (5-yes, 0-no, 1- advisory).

Curriculum Committee Chair, Cherie Moore, presented the following to the Board:

- She thanked Dr. Bontenbal for inviting her to attend the statewide academic senate plenary. It was a great learning opportunity.
- The committee developed a new template for the diversity sub-committee. The college now has a template that maps student learning outcomes with diversity requirements. This is helpful for accreditation purposes. When a course is proposed for a diversity requirement it must show in the student learning outcomes and topics.
- Chemistry faculty Alex Kahane did a course caps presentation.

Trustee Mitchell stated how pleased she was with the faculty's work on student learning outcomes. It was evident through her conversations with other trustees at the League convention that many other districts are still struggling with this issue. She thanked everyone for putting the college in a good position.

Trustee George commended Ms. Moore for having 14 of the 19 Associate Degrees for Transfer completed and the remaining 5 pending revisions.

**4. New Job Description, Management Assignment**

**Motion to approve** (Mitchell/Galvan) the new job description for Supervisor, Human Resources/Benefits/Payroll, as presented. **Motion - Passed** by majority vote of the board and unanimously by those members present (5-yes, 0-no, 1- advisory).

The Executive Director, Human Resources and Labor Relations provided the background on the development of this job description as part of the reorganization of human resources and payroll.

**5. New Job Description, Management Assignment**

**Motion to approve** (Mitchell/Alexander) the new job description for Supervisor, Sustainability Resource Center, as presented. **Motion - Passed** by majority vote of the board and unanimously by those members present (5-yes, 0-no, 1- advisory).

The Executive Director, Human Resources and Labor Relations provided the background on the development of this job description.

## 6. Certificates of Participation (COPs) Refunding Opportunity

**Motion to accept** (Mitchell/Galvan) scenario 2, the private placement opportunity for the 2006 COPs that reduces the interest rate of the 2006 COPs from 4.0 – 4.8 percent to 3.95%, and not refund the 2003 COPs due to the existing lower interest rate . **Motion - Passed** by majority vote of the board and unanimously by those members present (5-yes, 0-no, 1-advisory).

The Assistant Superintendent/Vice President reviewed the previous authorization by the board to refund certificates of participation:

- The opportunity to move forward as prescribed did not make itself available based on the limited amount of savings the District would experience.
- Through the diligent and continuous work of RBC Capital Markets (RBCCM), an alternative to the original plan was investigated and is presented to the Board for consideration.
- She stated that the college could have moved forward on the proposal without further consultation with the Board, based on its previous authorization to refund the COPS, but she wanted to ensure the Board was fully aware of the method through which they would be refunded and the financial impact to the District.

Mr. Ryan Vollmer of RBCCM made a presentation of the proposal for the refunding of the COPs. (Attachment C)

Discussion took place about market movement and statistics. Mr. Vollmer provided an explanation of the (AAA) municipal market data. The parameters and potential savings of the previous proposal were reviewed. A recommendation was made to endorse and approve scenario (2) of the three proposals. Scenario (3) deals with the 2003 certificate and the remaining time left on the term does not yield any benefit. Approximately \$851,000.00 will be released from the debt service reserve fund, now required on the COPs. Particular discussion took place regarding the benefits and risks of the proposal, including the potential breakage fee for the proposed private placement investor (page 10, Attachment C attachment).

Trustee Mitchell pointed out that in any future consideration of proposals of this nature approved by the Board, that the parameters be established by the Board not only regarding any savings, but for the nature of the instrument to be used to acquire the desired results.

## 7. Board Professional Development Plan

### Discussion

Dr. Stork introduced this item regarding the quarterly progress review of Board goals and review/reaffirmation of BP/AP2715.

Agendas and minutes of the Board of Governors (BOG) meetings were attached for review.

Trustee Mullen inquired about the status of the proposed visit for Henry Ramos. Dr. Stork indicated it was still in progress, no definitive date.

Trustee George inquired as to the appropriate response regarding feedback on BOG actions, e.g., simply affirm they were reviewed, input on impact. Dr. George indicated they were still dealing with online education and commented on the real estate licensure program and how it's delivered through community programs. Dr. Stork stated that there was

an initial idea to offer a virtual campus for distance education. There is rethinking of the Governor's proposal of the state having a system of distance education. Adult education and community programs proposals are still up in the air. There has been significant resistance. These topics were lightly addressed at his last statewide CEO meeting. There is no action to take, but the college should keep a close eye on the progress of these issues. Staff in community and career technical education programs are monitoring AB 86.

Dr. Matthew Green, Director, Workforce and Economic Development Programs responded, saying the regional consortium met this evening, which includes several school districts. They are tracking what is coming from the state. The clear direction of what things should be has not been communicated.

Trustee Mullen stated that he did not note any deficiencies in the progress of attaining the Board's goals. Dr. Stork noted 1.3.2, meetings with legislators; that there had not been a report regarding any meeting with Congresswoman Capp's. Trustee Alexander met with Betsy Umhofer of Congresswoman Capp's office prior to the notification of liaison assignments. She indicated she would provide the details of that meeting to the Superintendent/President's office.

Trustee Mitchell stated she attended the accreditation session at the League convention. She noted the following:

- The need for a board policy on student success.
- The need to define and provide quality data in support of student success.
- Student success should be discussed at each meeting and the Board should develop a culture of evidence and inquiry, e.g., data dialogue.
- Review scorecard.
- The entire presentation is available on the League website.

Discussion took place regarding the Community College League of California Trustee Excellence Program designed to fulfill professional development and training for trustees. All information is available online.

Trustee Scovell attended accreditation at the statewide general assembly presented by commission representatives.

**8. SLOCCCD  
Strategic Plan  
2014-2017 DRAFT**

The Assistant Superintendent/Vice President, Student Services presented the review of the Strategic Plan 2014-17 draft. She stated that in response to Trustee Mitchell's remarks regarding the board discussing student success at every meeting, this review meets that tasking as several of the objectives and action steps are directly related to student success and the implementation of the student success act.

She presented the following:

- The draft is posted online.
- The plan was developed through a workshop format, working with the same institutional goals under the existing Education Master Plan.
- The objectives were reviewed and the group determined what should be continued, modified, or developed as a new objective, based on

data provided by the research department.

- Responsible parties spent time flushing out action steps to support those objectives.
- She presented the differences between the 2012-2016 and 2014-2017 plans. Several teams are working on the objectives. One main area of support will be the implementation of degree works, providing students with options for degrees and certificates based on their course history.
- Goal five provided the most discussion. Objectives were retooled and rewritten.
- Goal three was not included in the packet.

Trustee Mitchell inquired about the previous year's rate in relation to increasing the success rate by 2 percent. Responding, the Assistant Superintendent/Vice President, Student Services stated that data on current progress and other related issues was presented to the group to help ascertain the level. That data will be updated and presented by Institutional Research during assessment of the objectives and action steps. It will appear in the spring progress report.

**9. Proposal for Community Programs/Services & Contract Education**

**Motion to approve** (Mitchell/Alexander) the proposal for community programs/services and contract education, as presented. **Motion - Passed** by majority vote of the board and unanimously by those members present (5-yes, 0-no, 1- advisory).

Dr. Matthew Green, Director, Workforce and Economic Development Programs presented the proposal to the board.

Discussion took place regarding the attached memo with regard to the summary of best practices provided by the Chancellor's office and how it is reflected in current programs. Responding to Trustee Mullen, Dr. Green stated the evaluation process is built in to each course. Repeat attendance is a best measure, but not completely satisfactory.

Trustee Mitchell asked how these programs tie back into the college mission.

Trustee George stated the programs fit into the mission as a challenging and dynamic learning opportunity. She said it was a well-built program with legitimacy. Responding to Trustee George, Dr. Green said online courses were offered through vendors. Cuesta serves as the conduit for access. Nanette Pina, statistician for online programs commented on the growing levels of participation and how it was focused more on community development rather than job development.

Dr. Green commented on college for kids and indicated the program receives enormous support from the college.

**10. Board Policy Review, Second Read BP 2341**

**Motion to approve** (Mitchell/Alexander) BP 2341, as presented. **Motion - Passed** by majority vote of the board and unanimously by those members present (5-yes, 0-no, 1- advisory).

**11. Agenda**

A preliminary listing of agenda items for the next regular meeting scheduled for January 8, 2014.

Discussion took place with regard to inviting Jamie Andreozzi to a future

board meeting and highlighting her video. Trustee Scovell suggested adding the swearing in of the ASCC Vice President to the January meeting, based on availability.

**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**      **Moved** (Scovell/Alexander) – to approve the consent agenda, as presented, with the exception of the draft minutes of the SLOCCCD November 6, 2013 Regular Board meeting. **Motion - Passed** by majority vote of the board and unanimously by those members present (5-yes, 0-no, 1- advisory).

**2. Board Minutes**      **Moved** (Mitchell/Galvan) – to approve the draft minutes of the SLOCCCD November 6, 2013 Regular Board meeting, as presented. **Motion - Passed** by majority vote of the board and unanimously by those members present (3-yes, 0-no, 2-abstain (Alexander/George), 1- advisory).

<b>3. Approval of Warrant Listings</b>	<b>Check Date</b>	<b>Amount</b>
	10/30/13	\$ 464,752.99
	11/04/13	\$ 47,937.61
	11/06/13	\$ 768,441.35
	11/13/13	\$ 397,618.56
	11/18/13	\$ 73,440.28
	11/20/13	\$ 247,786.27
	11/20/13	\$ 15,932.10
	<b>Total</b>	<b>\$ 2,015,909.16</b>

**4. Approval of Payroll Orders**      Approve Payroll Orders for December 2013, as presented.

<b>Academic/Classified</b>	\$161,198.09	231
<b>Academic/Classified</b>	\$3,282,130.19	740
	\$3,443,328.28	971

**5. Report of Quarterly Financial Status**      Review of the quarterly financial status report and approval of the 2013-14 budget transfer financial activity report for the quarter ending September 30, 2013.

**6. Public Employee Appointments**      Proposed salary/wage for unrepresented short-term temporary and management employees.

**7. Change to the 2014-2016 District Calendar**      Proposed changes to the summer 2014 calendar to reflect new summer terms and 4/10 summer work schedule.

**8. Close Rabobank Aflac Account**      Close an inactive District bank account.

**Q. DISCUSSION****Board Evaluation**

1. 1) Does the governing board development program address the need to learn about accreditation standards and expectations?

Accreditation Standard IV.B.1.f – The governing board has a program for board development and new member orientation. It has a mechanism for providing for continuity of board membership and staggered terms of office.

Board members agreed unanimously to the question. Dr. Stork reported that the college is still working with the ACCJC to provide a technical assistance visit (workshop). Changes to the accreditation standards are being developed. The opportunity for additional training is available in January at the College League Annual Legislative Summit. Trustee Alexander plans to attend.

### **ADJOURNMENT**

**Adjournment** The meeting adjourned at 7:50 p.m.

Minutes Prepared By:



Todd Frederick  
Executive Assistant to the Board



Gilbert H. Stork, Ed.D.  
Secretary to the Board