



SAN LUIS OBISPO COUNTY COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES

BOARD MINUTES

Regular Meeting

October 5, 2011

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** The meeting was called to order by Board President, Patrick Mullen at 2:00 p.m.

2. Roll Call - Establish Quorum	<u>Board Members</u>	<u>Present</u>	<u>Absent</u>
	Patrick W. Mullen, President	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Angela Mitchell, Vice President	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Gaye Galvan	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Per Mathiesen	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Charlotte Alexander	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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

- 4. Public Comment** None

- 5. Recess to Closed Session** The Board recessed to Closed Session at 2:02 p.m.

- 6. Reconvene in Open Session** The Board reconvened in regular open session at 4:13 p.m. Student Trustee Kayli Mozingo was present.

- 7. Pledge** Trustee Mitchell

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

Barbara George, Exec Dir, Foundation / Inst Adv

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

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

- The Board conducted its monthly evaluation of the Superintendent/President.
- The Board approved all employee appointments, appointment changes, resignations, and retirements, as presented.
- The Board provided guidance to the Administration regarding employee labor negotiations.
- Under litigation, the Board rejected the claim as listed on the agenda
- The Board has accepted the names of three candidates for second interviews for Superintendent/President; Dr. Willard Lewallen, Ed Knudson, and Dr. Gil Stork. A college-wide open forum will take place on October 11, 2011, in the Associated Students Auditorium, room 5401 at 12:00 p.m. until 3:00 p.m. An email concurrent with the Board's announcement contains the announcement regarding the forum and bio's on the finalists.

**Public
Employee
Performance
Evaluation**

- a. Agency Negotiator: Patrick Mullen
General evaluation, Government Code Section 54957(b)(2)
Superintendent/President

**Public
Employee
Appointment**

Motion to approve: Galvan — **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)(2)

- a. Short Term Temporary
- b. Student Services site Specialist; North County Campus
- c. Human Resources Analyst, Human Resources
- d. Caseworker; WED/CP
- e. Financial Aid technician, Financial Aid

**Public
Employment**

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

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

- a. Webmaster 100% FTE/12 months to Web Coordinator 100% FTE/12 months
- b. Theater Technician 100% FTE/10 months to Technical Coordinator 100% FTE/10 months
- c. Graphic Designer 100% FTE/11 months to Electronic Communications Designer Coordinator 100% FTE/11 months

Resignation Government Code Section 54957(b)(2)

- a. Student Services Assistant, north County Campus and Faculty

Services Specialist-Nursing and Allied Health, Nursing and Allied Health

- b. Job Developer, WED/CP

Retirement Government Code Section 54957(b)(2)

- a. Supervising Accountant, Fiscal Services
b. Temporary Faculty, Fine Arts

Public Employee Discipline/Dismissal/Release Government Code
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:
Executive Recruitment

**Litigation;
Anticipated
Litigation
pursuant to
Government
Code Section
54956.9(b)(1)**

Breach of Contract; one case

Motion to reject: Galvan — **Passed** by majority vote of the board and unanimously by those members present, to reject claim: Breach of Contract-one case, as presented.

9. REPORTS FROM EMPLOYEE ORGANIZATIONS

CCCUE

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

- The bargaining unit is looking forward to the disbursement of the premium rebate from Blue Shield.
- Five Classified employees are attending the Council of Classified Employees Conference in San Diego October 14-16. This is a statewide conference where classified personnel gather to discuss and learn about issues pertaining to Classified employees.

**Management
Senate**

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

- He had the opportunity to tour the Learning Resource Center earlier in the day. It was the first time he had the inside of the building other than on a blueprint. He said he was very pleased. The facility will be the main hub and home for many Cuesta students in North County. It brings together everything students are coming here for.
- He stated it takes a lot of people to make a project like this come to fruition and he acknowledged fellow management colleagues, Terry Reece, Maryanne Zaryka, Jay Chalfant, and Janice House; Deb Wulff and Pamela Ralston, Patrick Schwab and Mary Hastings, and Sandee McLaughlin. Mr. Stengel noted that the project was conceived a decade ago.

These folks have worked with each other, contractors, faculty and staff to make this come together and he looks forward to seeing it become

the hub for North County.

Academic Senate

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

- The Senate is working on a resolution and hopefully a policy around bullying. He said he had spoken to Mark Stengel, Kayli Mazingo, and John Fetcho, and looks forward to it going through the respective groups and subsequently to the Board for consideration.
- The recommendations from the SB 1143 Task Force have come out and are being vetted across the state. This is the performance based funding bill. Faculty are watching this closely as it could have a significant impact if adopted or become legislation.
- He presented a copy of the Statewide Senate Rostrum.
- Some faculty have expressed concern as well as those in the Senate regarding the presentation of the Educational Master Plan and the Accreditation Mid-Term Report. In all three presentations to the Senate, these documents contained grammatical and spelling errors, incorrect word usage, and place holders for information. Had these documents been student papers, they probably would have been given back with a request to be redone. Dr. Bontenbal stated that some of these issues appear to still exist in the documents being presented to the Board this evening. The Senate was told that these documents would be corrected and polished by the time they went to the Board. He asked what changes would be made between the version the Board approves tonight and the final printed version since this didn't appear to be the final draft.

CCFT

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

- She stated one of the commitments she made when assuming leadership of the group was to communicate clearly between Division Chairs and group leaders. She has attended the Division Chair meetings which have been very fruitful. Other members of the Executive Board have met with these groups as well, which is a good way to foster leadership. She is also working on getting the Executive Boards of both bargaining units together to talk about and ameliorate common issues.
- She clarified to the Board that the faculty health package was different from Classified employees so they would not be receiving any money back. Faculty absorb 100 percent of any inflationary costs.
- She has had fruitful conversations w/ the Academic Senate regarding faculty evaluations.
- She attended a budget workshop a few weeks ago with a member of the Nursing faculty, and will also be attending the Part-time Faculty Symposium hosted at DeAnza College.

10. REPORTS FROM BOARD MEMBERS

Trustee Mitchell

No report.

Trustee Mullen

Trustee Mullen noted Trustee Mathiesen's absence, and said he was in London with Daniel Lemkuhl at the World Skills Competition.

Trustee Galvan

Trustee Galvan reported the following:

- She attended the Constitution Day celebration on the SLO Campus on September. It was a well organized and well attended event.
- She will be attending the SLO School Board Association's Teacher of the Year Dinner on October 17.
- She attended the Paso City Schools meeting.

Trustee Mathiesen

Absent.

Trustee Alexander

Trustee Alexander reported the following:

- She welcomed participants, along with Dr. Stork, to the Annual Writer's Conference on September 16.
- She attended the Foundation's Annual Advisory Mixer on September 26.
- She attended the opening of the CalPoly Small Business Center for Innovation. She hopes the new center bodes well for new partnerships.
- She thanked Mark Stengel for providing her a tour of the SLO Campus Library. She had not seen the facility since the completion of its renovation in 2007. She also acknowledged the work of the Friends of the Library.

Student Trustee Mozingo

Trustee Mozingo reported the following:

- The ASCC now has a full Executive Cabinet.
- The Constitution Day celebration was held on September 20.
- She has served as the student representative on the president search committee, and is now looking for student volunteers for the candidate forums that will be held on October 11.
- Club Day will take place on October 18.
- There are six student representatives going to San Jose to attend a Student Leadership Conference.

11. Report from Supt/Pres

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

- Dr. Stork reported that the video recording of the college-wide open forum he conducted on September 9 was available for viewing on channel 19 on Charter Cable and was also linked on the Cuesta College home page. He has planned two open brown-bag sessions for October 14 and November 4. The last open forum will take place on December 9.
- He attended Dr. Armstrong's first convocation at CalPoly. One point Dr. Armstrong has made is strategic enrollment growth, which includes a commitment to doubling the number of transfer students over the coming years. Talks include Cuesta College and Allan Hancock College. Targeted programs would include STEM courses.
- He acknowledged opening the Writer's Conference with Trustee Alexander.
- He attended the Annual Faculty Concert and noted their talent and camaraderie.
- Dr. Stork stated he appreciated the students working on college events. He commended Trustee Mozingo for bringing back the true essence of student government.
- He will be hosting a Business Partner's Luncheon involving CEO's and other business leaders from the computer network and

technology industry.

- Dr. Stork said the SLO School Board Association would recognize Ann Maliszewski at their Annual Teacher of the Year Dinner. She is the recipient of Cuesta’s Teaching Excellence Award.
- He acknowledged the work of the “Friends of the CPAC” and the upcoming “Gleeful” fund raising concert, and commended Barbara George and Karen Tacket for revitalizing the annual fund campaign.
- He acknowledged the Foundation 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

Allison Merzon noted the agenda item regarding CCFT openers for negotiations, as she had to depart the meeting early.

14. Reports

2011 Fall Enrollment Report

Ryan Cartnal presented a brief report regarding current fall 2011 enrollment trends vis-à-vis those of fall 2010. (Attachment B)

**BUSINESS AGENDA
ACTION / DISCUSSION ITEMS**

1. Accreditation Mid-Term Report

Motion to approve: Galvan — **Passed** by majority vote of the board and unanimously by those members present, to approve the final draft of the October 2011 Accreditation Mid-Term Report, with corrections as needed.

Dr. Stork presented the following to the Board:

- The draft report presented to the Board includes responses to the Commission’s recommendations and the directions from the 2008 comprehensive report.
- Dr. Stork commended the Accreditation Steering Committee and others on campus who worked on the report and the Academic Senate for facilitating an institutional review.
- Dr. Stork stated the editing would be complete by the October 15 per Dr. Bontenbal’s concerns.
- The Board will receive the final copy of the report forwarded to the Commission.

2. Educational Master Plan

Motion to approve: Galvan — **Passed** by majority vote of the board and unanimously by those members present, to approve the final draft of the 2011-2016 Educational Master Plan, as presented.

Dr. Stork presented the following to the Board:

- The EMP addresses institutional planning for the next five years, and supports the College’s mission statement.
- Dr. Stork acknowledged the leadership of the committee co-chairs, Dr. Greiner and Sandee McLaughlin.

Dr. Greiner acknowledged Ryan Cartnal’s contribution to the development of the document.

Responding to Trustee Mitchell's inquiry regarding the circular presentation of the mission, vision, and values, Peter Dill said these were the three most important things and they were presented circularly so as not to indicate any perception of priority. Trustee Mitchell asked for a footnote to be added to explain that.

Trustee Mullen acknowledged the work of all those involved in developing the EMP.

3. Curriculum

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

Cheri Moore presented the following the Board via polycom from the SLO campus:

- She thanked Angie Lau and Dr. Bontenbal for their assistance in making the transition to Curricunet®.
- Ms. Moore said she had served on the Curriculum Committee for six years.
- The committee's first meeting was dedicated to Curricunet. Transition to this program will save thousands of pieces of paper and has received positive feedback from faculty. Training will continue.

4. The Cuesta College Federation of Teachers (CCFT) Initial Proposal for the 2011-2012 Successor Agreement with the San Luis Obispo County Community College District (the District)

Motion to approve: Galvan — **Passed** by majority vote of the board and unanimously by those members present, to accept the presentation of the CCFT initial proposal for a successor agreement with the District's, and to open it to public comment, as presented.

Bill Benjamin, Executive Director, Human Resources and Labor Negotiations summarized this activity and the initial proposal from the CCFT. He stated he was also soliciting feedback from managers and staff that have exposure to the faculty contract regarding articles of interest.

5. Voting Rights Act Proposal

Motion to approve: Alexander — **Passed** by majority vote of the board and unanimously by those members present, to approve the proposal and agreement to participate in the County-wide Voting Rights Act demographic study, to include and new supervisory redistricting by the County.

Dr. Stork presented the following to the Board:

- Dr. Stork reported that in March 2011, County Superintendent Dr. Julian Crocker made a presentation to the Board at the regular board meeting held in Arroyo Grande regarding the election of Trustees and the "at-large" process.
- Some districts are experience lawsuits citing unfair political practices in violation of the Fair Political Processes Act; wherein Board and Council members are elected at-large instead of by District, giving some candidates unfair advantage over others.
- Dr. Stork stated that at the last County Superintendent's Meeting a proposal was made to conduct a demographic study and leverage the costs associated with it among all local school

districts. Once the study is completed and the data made available, it will be up to each individual district to determine what action should be taken. The cost for each district is determined by FTE.

- The item is presented for discussion and does not obligate the District to go any further than the activity of the study.
- Trustee Galvan said she has supported looking into this issue for some time, and that the cost of the study is far less than that of a lawsuit. She also said she would like to see election of trustees by district and not county-wide “at-large”.
- Responding to Trustee Alexander, Dr. Stork said this was not addressing any issue of redistricting.

The Board agreed by consensus that the study and resulting data should reflect any new county redistricting, i.e., Supervisory Districts.

Public Comment

Peter Dill, former faculty, asked what the exemption clause was.

Trustee Galvan explained that there is no exemption from a lawsuit, only from whether a public vote is required to change from “at-large” to “by district” elections.

The meeting recessed at 6:00 p.m.

The meeting reconvened at 6:16 p.m.

6. Executive Recruitment

Trustee Mullen thanked the members of the Selection Committee for their commitment and work. He announced that candidate open forums would take place on Tuesday, October 11 from noon to 3:00 p.m. in the Associated Students Auditorium on the San Luis Campus. Candidates will each have 50 minutes to answer pre-determined questions and random questions from the audience. Cuesta College Foundation President, Bob Wacker will moderate the event. The Board will conduct second interviews on October 12 and follow up with reference checks and any site-visits as deemed appropriate. Trustee Mullen said the Board would announce its decision by the December 7, 2011 regular/organizational meeting. Trustee Mullen thanked Lori Lawson for her work during this process.

7. Revised Job Description

Motion to approve: Mitchell — **Passed** by majority vote of the board and unanimously by those members present, to approve the revised job description for Human Resources Technician, as presented.

Bill Benjamin thanked Sandee McLaughlin and Lori Lawson for their leadership and work on the executive recruitment process.

The primary change contained in this job description focuses on outcomes language.

8. Revised Job Description

Motion to approve: Mozingo — **Passed** by majority vote of the board and unanimously by those members present, to approve the revised job description for Director of Student Support Services – DSPS, EOP&S/CARE, Outreach, as presented.

Bill Benjamin reported that this position is the result of combining two previous director's positions, DSPS and EOP&S/CARE. The selection committee was in the middle of recruitment when it came to a consensus that the candidates in the pool did not maintain the minimum requirements of both positions. The changes primarily address the DSPS area and Title 5 requirements.

Mr. Benjamin stated that all job descriptions have minimum requirements, but this comes from the Chancellor's office and the position must maintain. Every position can have preferred knowledge and abilities, but it is not required by law, and is determined by the District.

9. **Public Employee Appointments** **Motion to approve:** Galvan — **Passed** by majority vote of the board and unanimously by those members present, to approve the wage/salary for public employee appointments, as presented.
10. **SLOCCCD Resolution 18-11, Rescind and Approve New Action on Classified Reduction Resolution No. 09-11** **Motion to approve:** Galvan — **Passed** by the majority of the Board by roll call vote of those members present, to approve SLOCCCD Resolution 18-11, as presented.
Yes – (5), No – (0) Absent – (1) (Mathiesen)
Dr. Stork reported that when this position was reduced to 11 months, the incumbent was already on a pre-retirement workload reduction, and there was not savings as a result of the action. The position will revert to 11 months when the incumbent retires.
11. **Proposed Naming Opportunities for North County Campus Learning Resource Center** **Motion to approve:** Mitchell — **Passed** by majority vote of the board and unanimously by those members present, to approve the renaming of the Dale Schwartz Learning Resource Center to the Dale and Mary Schwartz Learning Resource Center, as presented.
Barbara George summarized the activity leading up to the naming of the Dale Schwartz Learning Resource Center. She commented on Mary Schwartz's nationally recognized philanthropy and the appropriateness of including her with her late husband and renaming the building the Dale and Mary Schwartz Learning Resource Center, as recommended by the respective naming committee.
12. **Change Orders for the North County Learning Resource Center** **Motion to approve:** Mitchell — **Passed** by majority vote of the board and unanimously by those members present, to approve the change orders for the Dale and Mary Schwartz Learning Resource Center, as presented.
Terry Reece stated the design for the bird control was terrible and that it would best serve the college if it were eliminated.
13. **Destruction of Records** **Motion to approve:** Galvan — **Passed** by majority vote of the board and unanimously by those members present, to approve the request to destroy official District/College records, as presented.
Toni Sommer reported that DSPS had properly reviewed the documents listed in this item and determined the appropriate class of records and made the recommendation to destroy them.

14. Agenda

A preliminary list of proposed agenda items for the November 2, 2011 Regular Board meeting was presented for review. The Board agreed through consensus to the following:

Add:

- Presentation of the Welding Lab at the Engineering Technology lot on the San Luis Campus prior to the start of the meeting.

**BUSINESS AGENDA
INFORMATION ITEMS**

15. College Planning and Budget Development

Toni Sommer provided an overview of the State’s numbers on possible triggers for mid-year cuts. The first tier would include a workload reduction and move back the increase in student fees to summer. The fiscal impact on moving the student fee increase has not been determined, and whether the District or the State would make it up.

The college is working on possibilities for addressing mid-year cuts, and the Planning and Budget Committee has begun work on budget assumptions.

Trustee Mozingo inquired about a possible notice to students regarding the fee increase, as she doubted many knew or understood the implications of the proposal.

16. Agreement for Services, Facilities, and Equipment 2011-2012

Dr. Stork summarized the agreement and action of the Foundation Board, including the rescinding of Advancement workload reductions. He stated the action only applied to the 2011-2012 academic year.

Trustee Alexander noted she had received community concern regarding the Foundation’s support of salaries, and that it appeared to favor Foundation employees over others who had also been reduced.

Barbara George noted Trustee Alexander’s comments and said her point was well taken. She said the Foundation Board remained committed to raise more money for the District, and in order to support the extra work required to cover those increased efforts, thought the reductions should not be taken to the full extent in which they were proposed.

Trustee Alexander said it was the perception of equality that was the issue.

Dr. Stork said a lengthy philosophical discussion took place within the Foundation surrounding the same concern. He stated there was no intention to obligate any money beyond this year.

17. Strategic Plan

Dr. Stork summarized the current activities and plan to revise the Strategic Plan and to integrate it with the EMP and IPPR. A work retreat is planned for Friday.

Trustee Mozingo commented on the flow chart and stated it seemed that the EMP would serve as a vision, so it makes sense to have it broad and refine it in the Strategic Plan. She understands that to be the way it is setup.

18. Policy and Procedure Update

Dr. Stork presented the most recent update from the Community College League of California, as received through their Policy and Procedures Service. He explained the process through which each revision or new policy and procedure would be addressed. He noted that this activity was in addition to the scheduled board policy review contained in BP 2410 and AP 2410.

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

2. Approval of Minutes Approve the draft minutes of the SLOCCCD September 7, 2011, regular Board meeting.

3. Approval of Warrant Listings	08/31/11	\$ 490,209.29
	09/07/11	\$ 498,002.32
	09/12/11	\$ 364,397.52
	09/14/11	\$ 121,848.71
	09/19/11	\$ 1,048,349.25
	09/21/11	\$ 216,914.52
	09/26/11	\$ 804,139.84
	Total	<u>\$ 3,543,861.45</u>

4. Approval of Payroll Orders Approve Payroll Orders, as presented.

Academic/Classified	\$ 141,330.19	173
Academic/Classified	\$3,459,217.80	824
	\$3,600,547.99	997

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

Q. DISCUSSION

1. What went well and; The governing board publishes board policies specifying the board's size, duties, responsibilities, structure, and operating procedures. Y/N
 - Trustee Mitchell - The meeting went well and she enjoyed having it in North County; she responded yes to the second question.
 - Trustee Galvan – The meeting went well; she responded yes to the second question.
 - Trustee Alexander – The meeting went well and she asked that when the meeting is held in a place other than on the San Luis campus that table skirts be provided on the board tables. She responded yes to the second question.

- Trustee Mozingo – The meeting went well and she suggested the table layout be placed in more of a half-circle than lengthwise. She responded yes to the second question.
- Trustee Mullen – He thanked Sandee McLaughlin for hosting the meeting and responded yes to the second question.
- Dr. Stork – He said it was important to continue to meet in North and South County. It gives staff an opportunity to attend the meetings in person who would not normally be able to do so. He recommended more meeting publicity for South County. Dr. Stork noted the difference between good dialogue and heavy debate and commended Trustee Mozingo for her leadership and the remarkable shift in student involvement; and the consistent and productive participation of students on college committees.

ADJOURNMENT

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, October 5, 2010, at 2:00 p.m. (closed session) in room 5402, Associated Students Auditorium; and 4:00 p.m. (open session) in room 5401, Associated Students Auditorium; San Luis Obispo Campus, San Luis Obispo, California, and via polycom (video conference), in N1015, North County Campus, Paso Robles, California.