



SAN LUIS OBISPO COUNTY COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

AGENDA

Regular Meeting
November 5, 2008
4:00 p.m.

TIME: 3:00 p.m.—Call to Order/Recess to Closed Session
Room 5402, Cuesta College Student Center, Cuesta College
San Luis Obispo Campus, San Luis Obispo, California

TIME: 4:00 p.m.—Reconvene in Open Session
Room 5401, Cuesta College Student Center, Cuesta College
San Luis Obispo Campus, San Luis Obispo, California

The meeting of the Board of Trustees will be called to order and immediately recess to a Closed Session upon approval of the agenda. The Board will reconvene in Open Session, which is open to the public.

Any materials required by law (Gov Code § 54957.5) to be made available to the public prior to a meeting of the Board of Trustees of the District can be inspected at the following address during normal business hours: Cuesta College, Building 8000, Room 8022, San Luis Obispo Campus, San Luis Obispo, California. To arrange access please contact at 805-546-3118.

A.	CALL TO ORDER
B.	ROLL CALL: ESTABLISHMENT OF QUORUM
	Mr. Patrick W. Mullen, President Ms. Angela Mitchell, Vice President Mrs. Marie Kiersch Mrs. Gaye L. Galvan Mr. Per C. Mathiesen
C.	APPROVAL OF AGENDA
D.	PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS
E.	RECESS TO CLOSED SESSION

NOTE: The Board will consider and may act upon any of the following items in Closed Session. Any action taken will be reported publicly at the end of the Closed Session as required by law.

1. Superintendent/President Evaluation

- a. Agency Negotiator: Patrick Mullen
Instructions Regarding Unrepresented Employees: Superintendent / President;
general evaluation

2. Classified/Management Personnel Actions

Appointments, Classified/Management

- a. Short-term, Hourly Employees
- b. Foundation Accountant

Change in Status

None

Pre-Retirement Reduced Workload

- a. Division Department Assistant, Student Life and Leadership

Reduced Workload

- a. Division Department Assistant, Social Sciences

Resignations

- a. Marketing Coordinator

Public Employee Discipline/Dismissal/Release

None

3. Academic Personnel Actions

Appointments

- a. Part-time Non Credit Instructor
- b. North County Campus Coordinator

Partial Leave of Absence Without Pay

None

Pre-Retirement Reduced Workload

None

Retirement

None

Public Employee Discipline/Dismissal/Release

None

4. Conferences with Labor Negotiators

- a. Agency Negotiator: Annette Loria
Instructions Regarding Classified Employees
- b. Agency Negotiator: Annette Loria
Instructions Regarding Academic Employees
- c. Agency Negotiator: Patrick Mullen / Dave Pelham
Instructions Regarding Unrepresented Employees: Superintendent/President,
Confidential, Managers, Supervisors - Director, Public Safety

5. Existing Litigation

- a. Conference with Legal Counsel, Anticipated Litigation, Significant Exposure to Litigation Pursuant to Government Code 54596.9(b) Two Cases; 1) Claim for wages and benefits, 2) Bidding Procedures

F. RECONVENE IN OPEN SESSION

Board of Trustees

Patrick W. Mullen, President
 Angela Mitchell, Vice President
 Gaye L. Galvan
 Marie Kiersch
 Per C. Mathiesen
 Joe Vanherweg, Student Trustee

Administration

Dave Pelham, Superintendent/President
 Ed Maduli, Asst Supt / VP Administrative Services
 Cathleen Greiner, Asst Supt / VP Student Learning
 Linda Fontanilla, Asst Supt / VP Student Services
 Annette Loria, Exec Dir, HR and Labor Relations
 June Stephens, Exec Dir, Foundation / Inst Adv
 Sandee McLaughlin, Executive Dean, NCC and SCC
 Deborah Wulff, Dean
 Pamela Ralston, Dean
 Toni Sommer, Dean

G. PLEDGE OF ALLEGIANCE

H. ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION

I. REPORTS FROM EMPLOYEE ORGANIZATIONS

1. Academic Senate
2. Cuesta College Federation of Teachers (CCFT)
3. Cuesta College Classified United Employees (CCCUE)
4. Management Senate

J. REPORTS FROM BOARD MEMBERS

NOTE: Each member of the Board of Trustees may report about various matters involving the College District. There will be no Board discussion except to ask questions or refer matters to staff, and no action will be taken unless the item becomes part of a subsequent agenda.

K. REPORT FROM SUPERINTENDENT/PRESIDENT

NOTE: The Superintendent/President or designee may report to the Board of Trustees about various matters involving the College District. There will be no Board discussion except to ask questions or refer matters to staff, and no action will be taken unless the item becomes part of a subsequent agenda.

1. **Report from the Superintendent/President**
 Dr. Pelham will provide an update on recent events or activities on campus and other items of interest.
2. **Cuesta College Foundation Gifts**
 The Foundation has received \$158,288.92 in cash, pledges, real and personal property, and non-cash gifts that supplant cash for the month of September 2008.

L. COMMUNICATIONS

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 to the College District.

M. REPORTS

Cuesta College Foundation Quarterly Report

Director, Institutional Advancement/Foundation June Stephens will present the Foundation's board/staff activity to the board from July 1, 2008 through September 30, 2008.

Non-Credit Programs

Dean Toni Sommer will present an update on non-credit programs.

Cuesta College Chorale - European Tour

John Knutson, Director of Choral Music, Music Theory will report on the European tour that the Chorale took during the summer of 2008.

Instructional Grants and Programs

Deans Toni Sommer and Deb Wulff will present a summary and overview of instructional grants and contracts, and related programming and implementation.

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

O.	BUSINESS AGENDA
	ACTION / DISCUSSION ITEMS

1. Curriculum Recommendations

Review and approve new curriculum and revisions recommended by the Curriculum Committee, as presented.

2. Student Health Fee Increase

Approve an increase in the mandatory Health Services Fee of \$3 per semester for all students enrolled at a District site where health services are available, effective Fall 2009, establishing a new fee schedule of \$17 per semester and \$14 for summer session; and approve to automatically increase the Health Services fee to the higher allowable rate to offset the increased cost of salaries, supplies, etc., and, thereby maintain the current level of health services being provided.

3. 2008-09 Proposed General Fund and Special Funds Final Budget

The proposed budget is presented to the board for review and approval.

4. Agreement with Keenan Financial Services

An agreement with Keenan Financial Services to provide Third Party Administration (TPA) for the District's 403(b) program for employees is presented for approval.

5. Food Services Agreement for San Luis Obispo County Community College District (District) - North County Campus

A food services agreement between the District and Susie Pyo, J&S Cafe for services at the North County Campus is presented for approval.

6. Board of Trustees Self-Evaluation Tool (draft)

The board will review and make recommendations as appropriate on the self-evaluation tool as presented.

7. Agenda Items for Next Meeting

A preliminary listing of proposed agenda items for the next regular board meeting in December 2008 is presented. The meeting scheduled for December 3, 2008 will be rescheduled to December 17, 2008 to allow for recent elections to be certified by county officials.

BUSINESS AGENDA
INFORMATION ITEMS

8. Annual Financial and Budget Report, CCFS-311

The annual report is presented to the board for review.

P. 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 Summary

A consolidated list of consent agenda items for review and approval.

2. Draft Minutes of the October 1, 2008 Board Meeting

Approve Draft Minutes of regular meeting October 1, 2008 and special meeting October 14, 2008 as presented.

3. Warrant Listings

Approve warrant listings, as presented.

10/1/2008	\$	630,206.35
10/6/2008	\$	233,405.71
10/8/2008	\$	88,004.36
10/13/2008	\$	1,180,200.32
10/15/2008	\$	129,414.30
10/20/2008	\$	774,254.53
10/22/2008	\$	135,236.51
10/27/2008	\$	73,194.84
10/29/2008	\$	479,933.13
TOTAL	\$	3,723,850.05

4. Approval of Payroll Orders

Approve Payroll Orders, as presented.

Academic/Classified Hourly	\$	362,635.71	438
Academic/Classified Monthly	\$	3,545,484.90	888
	\$	3,908,120.61	1,326

5. Gifts to the College

Approve gifts to the College, as presented.

- a. Accommodations for one night donated by Quality Suites for use as a raffle item at Cuesta Staff Development Day.
- b. A bottle of Pinot Noir donated by Megan Peranick for use as a raffle item at Cuesta Staff Development Day.
- c. Wine, Food and Wine book, and (2) complimentary wine tasting donated by Salisbury Vineyards, Karin Argano for use as raffle items at Cuesta Staff Development Day.
- d. Deluxe accommodations for one night at Best Western Shore Cliff Lodge donated by Martin Resorts Inc. for use as a raffle item at Cuesta Staff Development Day.
- e. A half-case of wine donated by Sylvester Winery for use by the North County Campus at retirement functions.
- f. A case of wine donated by Cass Winery, Steve and Alice Cass for use by the North County Campus at retirement functions.

6. **Revision and Reclassification; One Job Position, Skilled Maintenance Plumber, Level I / II**
Approve the proposed revision and reclassification of one job description, as presented.
7. **Revision and Reclassification; One Job Position, Skilled Maintenance Carpenter, Cabinetmaker, Locksmith Level I / II**
Approve the proposed revision and reclassification of one job description, as presented.
8. **Reclassification; One Job Position, EOPS Program Assistant / CARE Coordinator**
Approve the proposed reclassification of one job description, as presented.
9. **Reclassification: One Job Position, (Classified), Telecommunications Operator / Receptionist Level I / II**
Approve the proposed reclassification of one job description, as presented.
10. **Change Orders for the Theater Arts Building**
Approve Change Orders 12-11, 12-12, and 20-02 for the Theater Arts Building for \$2,534.00, \$5,720.48, and \$28,092.33 respectively, for a total of 36,346.81, as presented.

Q. DISCUSSION**1. Board Discussion**

Board members will complete a regular Board meeting evaluation as part of the Board of Trustees self-evaluation process.

R. ADJOURNMENT

Unless otherwise announced, the next meeting of the Board of Trustees will be held on Wednesday, December 17, 2008 at 4:00 p.m., in Room 5401 of the Conference Center in the Cuesta College Student Center, Cuesta College San Luis Obispo Campus, and San Luis Obispo, California.



Individual(s) who require Board of Trustees' notices, agendas, or other writings in appropriate alternative formats as required by §12132 of the Americans with Disabilities Act (ADA), are to contact Todd Frederick, Cuesta College President's Office, by telephone at 805.546.3118, by email at tfrederi@cuesta.edu, or by fax at 805.546.3907, within a reasonable time to respond to the request prior to a scheduled meeting.