



SAN LUIS OBISPO COUNTY COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES

BOARD MINUTES

Regular Meeting

April 1, 2009

3:00 p.m.

The Board of Trustees of the San Luis Obispo County Community College District met in Regular Session in room 5401, Student Conference Center, San Luis Obispo Campus, San Luis Obispo, California, members having received notice as prescribed by law.

1. **Call to Order** The meeting was called to order by Board President, Patrick Mullen at 3:05 p.m.

2. **Roll Call -
Establish
Quorum** Board Members
Patrick W. Mullen, President
Angela Mitchell, Vice President
Gaye Galvan (absent)
Per Mathiesen
Marie Kiersch (absent)

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

4. **Recess to
Closed
Session** The Board recessed to Closed Session at 3:07 p.m.

5. **Reconvene in
Open Session
& Pledge of
Allegiance** The Board reconvened in Open Session at 4:08 p.m.

BOARD MEMBERS PRESENT

Patrick W. Mullen, President
Angela Mitchell, Vice President
Per Mathiesen
Joe Vanherweg, Student Trustee

ADMINISTRATION PRESENT

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
Sandee McLaughlin, Exec Dean, NCC and SCC
Annette Loria, Exec Dir, HR and Labor Relations
June Stephens, Exec Dir, Foundation / Inst Adv
Toni Sommer, Dean
Deborah Wulff, Dean
Pamela Ralston, Dean

VISITORS SIGN-IN

Andrea Devitt
Debbie Milner
Don Norton
Noah Norton
Owen Goode
Debbie Zanwalt
Rita Dier
Linda Brizzolara

Joy Chambers
Patrick Schwab
Steve Leone
Kevin Bontenbal
Kristin Pimentel
Carol Staib
Marcia Scott
Laura Slaughter

John Fetcho
Robin Crawford
Allison Merzon
Terry Reece
Peter Dill
Susan Harris

6. PLEDGE OF ALLEGIANCE

Angela Mitchell led the pledge of allegiance.

7. ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION

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

- The Board provided feedback to the Superintendent/President.
- All classified/management actions were approved as presented.
- The Board accepts, with regret, the resignation of Ed Maduli.
- All faculty actions were approved as presented.
- The Board approved all interim contracts as presented.

**Supt/Pres
Evaluation**

SUPERINTENDENT/PRESIDENT

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

**Classified/
Management
Personnel
(Attachment)**

CLASSIFIED/MANAGEMENT PERSONNEL

Motion to Approve: Mitchell — **Passed** by unanimous vote of those members present to approve the following action pertaining to Classified/Management personnel:

Appointments, Classified/Management

- a. Short-term, Hourly Employees
- b. Case Worker, Workforce Economic Development
- c. Health Center Assistant

Resignations

- a. Assistant Superintendent/Vice President, Administrative Services

Public Employee Discipline/Dismissal/Release

None

Academic Personnel
(Attachment)

ACADEMIC PERSONNEL

Motion to Approve: Mitchell — **Passed** by unanimous vote of those members present to approve the following action pertaining to Academic personnel

Appointments

- a. Division Chair, Social Sciences

Pre-Retirement Reduced Workload

- a. Social Sciences, Full-Time Faculty Change
- b. Academic Support, DSPS, Full-Time Faculty

Retirement

- a. Physical Education/Athletics

**Labor Negotiations/
Terms &
Conditions**

LABOR NEGOTIATIONS AND TERMS AND CONDITIONS OF EMPLOYMENT FOR REPRESENTED AND UNREPRESENTED EMPLOYEES

- a. Agency Negotiator: Annette Loria
Instructions Regarding Classified Employees; Negotiations
- b. Agency Negotiator: Annette Loria
Instructions Regarding Academic Employees; Negotiations
- c. Agency Negotiator: Patrick Mullen / Dave Pelham
Instructions Regarding Unrepresented Employees: Superintendent/President, Confidential, Managers, Supervisors; Contract extension for Interim Director of Public Safety, Contract for Interim Assistant Superintendent / Vice President Administrative Services

8. REPORTS FROM EMPLOYEE ORGANIZATIONS

Academic Senate

Academic Senate President Steve Leone presented the following to the board:

- The state plenary is scheduled this month over spring break.
- Senate members also attended an Area C meeting last weekend and learned information which may help in accreditation and student learning outcomes.
- Two Cuesta faculty have prepared resolutions; Kevin Bontenbal - Standards of Practice for California Community College Libraries, and Andrea Devitt - Post 911 GI Bill.
- The senate and the president's office sponsored a very successful shared governance day on March 24. Mark Wade Lieu of the State Academic Senate and Scott Lay of the College League presented on AB1725 and met with individual constituent groups. They will report on their observations and present that to the College.
- The Accreditation Steering Committee is formed and has begun work on the response to the self-evaluation report.

CCFT

No Report

CCCUE

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

- He and Joel Carlson attended the state convention in Sacramento.
- Post cards were distributed to the Board indicating what paraprofessionals want regarding their work. One shared item of all locals is hourly employees. It is a concern due to the use and retention of hourly employees. Student employees are not subject to restrictions of normal hourly employees. Does an employee taking 1-5 units violate the minimum 6 units required by board policy for student employees?
- If an hourly works more than 75 percent of the college year they are doing classified work and that is a concern. They are asking for clarification.
- CCCUE is accepting nominations for VP and secretary. Results of the election will

be provided in May.

- Per Mathiesen requested that the bargaining unit list the things the District was not doing based on the information on the card presented to the board.
- Pat Mullen said he didn't see the card as an implication of what the District was not doing, in other words, not an indictment.
- Mr. Fetcho agreed.

Management Senate

Management Senate President, Patrick Schwab presented the following to the Board:

- He appreciates the constrained and civil process exhibited during budget reduction discussions. Some management members felt that the process put exempt members directly into the mix based on negotiable issues, but the overall process was productive.
- He agreed with Steve Leone that the presentations on shared governance were informative and helpful.
- He thanked Ed Maduli for his service to the college as well as Robin Crawford who intends to retire next fall.

9. REPORTS FROM BOARD MEMBERS

Trustee Mitchell

Trustee Mitchell presented the following to the board:

- She a district dialogue with the president and prominent individuals from the community. They discussed the economy and future opportunities.
- She attended the Paso Robles Chamber of Commerce installation dinner.
- She attended the Foundation Board retreat on Monday and thanked June for an excellent event.

Trustee Mullen

Trustee Mullen presented the following to the board:

- He attended the district dialogue with Trustee Mitchell.
- He had the opportunity to speak with Mark Wade Lieu and Scott Lay during their visit and found it very informative.

Trustee Galvan

Absent

Trustee Mathiesen

No report.

Trustee Kiersch

Absent

Student Trustee Vangerweg

Trustee Vanherweg presented the following to the board:

- The ASCC is organizing a safe spring break event for students.
- The march on Sacramento went well with 56 students participating. There were three to four thousand from across the state.
- Tomorrow he is attending the Advisory Committee Mixer.

10. Report from Supt/Pres (Attachment)

In addition to the following written report, Dr. Pelham presented the following to the Board:

Dr. Pelham reflected on the brief reception for Ed Maduli which took place prior to this meeting. He read a statement from Trustee Kiersch, who was absent from the meeting (Attachment B). Mr. Maduli was presented a crystal award in recognition of his dedicated service to the college and the students.

- Mr. Maduli said he was leaving with mixed feelings. Cuesta has been a family to him but he must see to the needs of his own family. He wants to continue his commitment to his family and community colleges and can only do so by relocating.

He thanked the Board for hiring him and everyone for their support during his tenure.

- Dr. Pelham thanked Mr. Maduli for his support since his arrival at Cuesta. Even during trying times, the successes the college has experienced would not have happened for it not for the efforts of Mr. Maduli.
- Trustee Mullen reiterated Dr. Pelham's comments regarding Mr. Maduli, adding that the institution is a better place and more ready for the future having had him here. He congratulated him on his selection as Vice Chancellor at West Valley-Mission.
- Dr. Pelham introduced Joy Chambers who formally invited the trustees to commencement on May 22. The first commencement was in 1965 with 41 students participating. This year there have been approximately 800 applications for graduation with 200 expected to participate in commencement.
- Ms. Chambers recognized the members of the commencement committee.
- Dr. Pelham recognized the efforts of the committee with a round of applause.

- 11. Communication (Attachment)** 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.

None.

12. Hearing of Public Comment

None

13. Reports

Accreditation

Dr. Cathleen Greiner, Vice President, Student Learning presented the following to the board:

- There has been great collaboration on the steering committee.
- There are 18 people to cover 9 recommendations.
- The process includes weekly meetings and draft responses.
- Dr. Greiner met with Jack Pond at the ACCJC offices. He encouraged the college to focus not only on this evaluation but the previous evaluation from 2002 as well.
- She is optimistic on a successful outcome.

Financial Aid Services

Dr. Linda Fontanilla, Vice President, Student Services presented the following to the board:

- Approximately 40 percent of all Cuesta students receive financial aid.
- Financial Aid personnel discuss with students not only how obtain financial aid but how to maintain it.
- Thousands of applications are processed each year.
- She introduced Robin Crawford, Director of Financial Aid.
- Dr. Fontanilla thanked Ms. Crawford for her service to the college and the thousands of students she has served throughout the years.
- Ms. Crawford said she will retire in November after 30 years of service to students.
- Until the mid to late 80's, students were charged to apply for financial aid. Data was hand processed so each person in financial aid had the expertise in available programs. Current automated processes allow for each representative to spend more time with each student and advise them on available programs and how to manage money.
- Cuesta College has a very dedicated financial aid staff.
- Despite the recent economy, Cuesta College is still below the national average of student default on financial aid.
- Outreach is provided in English and Spanish.
- Trustee Mullen and Trustee Mitchell thanked Ms. Crawford for her efforts and dedication to the students.

BUSINESS AGENDA
ACTION / DISCUSSION ITEMS

1. Curriculum

Motion to approve: Mitchell — **Passed** by those members present to approve the recommendations of the curriculum committee, as presented.

Kevin Bontenbal presented the following to the board:

- He thanked Deb Wulff and Pam Peachey for their exceptional work on the EMS courses. Fire Academy courses are coming over to Cuesta from Allan Hancock.
- They have also been working on the family studies courses.
- He also thanked Dennis Judd for his work on the History of San Simeon course.
- There are many revisions to degrees and certificates. It is the time for that work to be done.
- Changes are being made to our local GE area D1 and D2. This is in response to changes in Title V.
- Discussion has also taken place around Math 123 and English 156. These courses will be kept as degree applicable. This will be evaluated after a year.
- They are waiting on approval of a non-transferable liberal arts degree.

2. Tax and Revenue Anticipation Note (TRAN) for 2009-10; SLOCCCD Resolution 08-09

Motion to approve: Mitchell — **Passed** by those members present by roll call vote, to approve SLOCCCD Resolution 08-09 as presented.

Yes - Mullen, Mitchell, Mathiesen, Vanherweg

Absent - Kiersch, Galvan

Ed Maduli presented the following to the Board:

- The Board previously approved a 2008-2009 TRAN for \$8 million.
- The revised state budget takes over \$300 million away from community colleges to next year. An additional TRAN for \$4 million was needed for a total of \$12 million.
- The \$8 million is due in June. The extra funding is required to meet cash flow needs due to continued state deferrals.
- This request is for a 2009-2010 TRAN for a total of \$12 million.
- Responding to Trustee Mitchell, Mr. Maduli said the funds to pay it back will come from deferred appropriations from the state. This is a pass-through and does not count towards long-term debt.
- Dr. Pelham said that he was not excited about going out for additional funds but it is absolutely required to meet the District's needs due to deferred state appropriations.
- The TRAN is drawn on for the respective fiscal year for which it is authorized.
- Responding to Trustee Mullen, Mr. Maduli said the previous maximum amount for a TRAN was around \$6 million.
- The \$4 million mid-year TRAN for 2008-2009 will still be in affect and is due in October 2009.
- It has not yet been decided where this will be funded.
- It has no impact on the balance sheet with regard to a credit rating.

3. SLOCCCD Resolution 09-09; Month of the Child, Child Abuse Prevention Month, and Day of the Child

Motion to approve: Mathiesen — **Passed** by those members present by roll call vote to approve SLOCCCD Resolution 09-09, as presented.

Don Norton introduced his son, Noah Norton who read the resolution. Lapel pins were presented to the Board.

Ayes - Mullen, Mathiesen, Mitchell, Vanherweg

Absent - Galvan, Kiersch

- 4. Agreement for Vocational Training Between the San Luis Obispo County Community College District (District) and Atascadero State Hospital (ASH)**

Motion to approve Mathiesen — Passed by those members present to approve the agreement for vocational training between SLOCCCD and ASH, as presented.

Ed Maduli presented the following to the board:

 - This agreement is brought to the board annually but this year will cover a two year period. The amount is not changed and is divided by two.
 - This agreement supports 45 students in three sections. The profit is 35 to 40 percent.
 - The profit is used to reimburse faculty who facilitate the program.
- 5. Addendum Agreement for Psychiatric Training Services to the Master Agreement for Vocational Training Between the San Luis Obispo County Community College District (District) and Atascadero State Hospital**

Motion to approve Mitchell — Passed by those members present to approve the addendum agreement for vocational training between SLOCCCD and ASH, as presented.

Ed Maduli thanked Deb Wulff and Marcia Scott for their dedicated work with the hospital on behalf of the District.
- 6. Psychiatric Technician Program Pre-requisite Coursework**

Motion to approve Mitchell — Passed by those members present to approve the agreement for vocational training between SLOCCCD and ASH, as presented.

Marcia Scott, Interim Director, Nursing and Allied Health presented the following to the board:

 - The Hobbit test, as an admission screening process for the Psych Tech Program, must be replaced because it is no longer supported by the Chancellor's office. This notice was received in December so the Department has quickly responded and drafted an alternative replacement.
 - A proposal has been submitted to implement Math and English into the program. These are the same prerequisites for the LVN program.
 - They anticipate approval from the curriculum committee.
 - There are students in the pipeline who have qualified using the Hobbit. Students can come in and assess with Math and English. Transcripts will suffice as well. It is not anticipated that this will be an obstacle to access the program.
- 7. Revise One Classified Position, Program Services Specialist**

Motion to approve Mathiesen — Passed by those members present to approve the revision of one classified position, as presented.

The CCCUE has reviewed and concurs with this item.
- 8. Minor Job Description Revision and Reclassification from Assistant Program Coordinator, Workforce Economic**

Motion to approve Vanherweg — Passed by those members present to approve the revision of one job description, as presented.

This position is currently filled by Pepe Rose. The CCCUE has reviewed and concurs with this item.

**Development and
Community
Programs to Fiscal
Analyst, Special
Projects, Grants
and Categorical
Programs**

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| <p>9. Increase Division / Department Assistant Salary Range</p> | <p>Motion to approve Mitchell — Passed by those members present to approve the increase in division/department assistant salary range, as presented.</p> <p>There is no monetary impact. Personnel currently filling these positions have been receiving out-of-class pay for a year. This action makes it permanent.</p> |
| <p>10. Board Policy Review - BP 6200.2; Student Organizations</p> | <p>Motion to approve Vanherweg — Passed by those members present to approve the revision of BP 6200.2, as presented.</p> <p>This issue was born from a conversation between Anthony Gutierrez and Dr. Fontanilla. There are currently 25 active clubs at Cuesta College. This only applies to clubs approved by the ASCC. An informal survey of other student coordinators indicated that a majority of other colleges allowed this practice.</p> <p>The origin of the restriction as past practice is unknown.</p> |
| <p>11. Board Policy Review - BP 3560; Consumption of Alcoholic Beverages</p> | <p>Motion to approve Mitchell — Passed by those members present to accept BP 3560 and AP 3560, as presented.</p> <p>This item has been thoroughly reviewed.</p> |
| <p>12. Voting - Candidates for California Community College Trustees (CCCT)</p> | <p>Motion to approve Mathiesen — Passed by those members present to nominate candidates for the CCCT Board, as indicated.</p> <p>The Board nominated Rogers, Stampolis, and Otto</p> |
| <p>13. Agenda Items for Next Meeting</p> | <p>A preliminary listing of proposed agenda items for the May 6, 2009 Regular Board meeting is presented for review.</p> <p>The board has agreed to the proposed agenda as presented.</p> |

<p>BUSINESS AGENDA INFORMATION ITEMS</p>

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| <p>14. College Planning and Budget Development</p> | <p>Mr. Maduli presented the following to the board:</p> <ul style="list-style-type: none"> • The bids for the Hollister Bridge project should be ready for board action next month. • The total project cost is projected at \$4 million. • A security company will provide the personnel for the transit through Camp SLO. • CALTRANS will provide 90 percent of the funding. The remaining 10 percent from state emergency services. There are no funds coming from the general fund or the Chancellor's office. • The work will be staged prior to commencement and work will commence the day after commencement. • Mark Wilwand, Director of Facilities has the project well in hand. • The \$30 million in funding for the Trades/Tech and Child Development Center in North County is protected through June 30, 2011. This is in writing. • The state sold over \$6 billion in bonds. Funds have to be released for these projects. The GAN is being held until the funding mechanism is in place. |
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- Bank of America is still interested.
- Construction bids were successful; however the funding was suspended.
 - The bids were extended for 60 days and another 60 days is recommended. This will get the process through June. The marketplace supports these bids.
 - The District has sent letters of intent to award the bids. The majority are from local vendors. The bids have not been approved by the Board.
 - The entire \$30 million is protected by the agreement through 2011.
 - Dr. Pelham said all projects are funded through the pooled investment board. The issue is a poor bond market and cash flow.
 - Informal conversations indicate that the release of funds is coming soon.
 - Dr. Pelham said his concern was the possibility of funds being frozen later on through the process. That will stop the project and could open the door to litigation from contractors. That cannot be handicapped.
 - Trustee Mathiesen again expressed his interest in acquiring insurance to cover that issue.
 - Mr. Maduli said it is better to approach the bids through extensions rather than go out again for re-bid.

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:** Mitchell — **Passed** by unanimous vote of those members present to approve the consent agenda, as presented.

2. Approval of Minutes Approve Draft Minutes of the March 4 2009 regular meeting as presented.
(Attachment)

3. Approval of Warrant Listings Approve warrant listings, as presented:

2/25/2009	\$ 268,236.36	
3/2/2009	\$ 862,066.33	
3/9/2009	\$ 464,084.83	
3/11/2009	\$ 332,094.91	
3/16/2009	\$ 36,129.46	
3/18/2009	\$ 137,434.61	
3/20/2009	\$1,336,224.76	
TOTAL	\$3,436,271.26	

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

Academic/Classified Hourly	\$	293,142.62	433
Academic/Classified Monthly	\$	3,517,377.14	883
	\$	3,810,519.76	1,316

5. Approval of Gifts to the College Approve gifts to the College, as presented.

- a. A BBQ luncheon provided by Charlie Cabassi for the Cuesta College Athletic Department (50).
- b. Art supplies, canvas and paper, donated by Anna Schmierer for use by the

Fine Arts Department.

- c. Baseball bats donated by Bob Miller for use by the Athletic Department.
- d. Two refrigerators donated by Dave Costello for use in the Emergency Operations Center.

6. Change Orders for the Theater Arts Building Approve the change orders for the Theater Arts Building as presented.

7. Declaration of Surplus Equipment Declare equipment as surplus and approve of its disposal, as presented.

Q. DISCUSSION

1. What went well?

- Trustee Mitchell – The meeting went well. The board has not had any workshop regarding methods and procedures for acquiring feedback from campus constituents and the community.
- Trustee Mathiesen - The meeting was short and to the point.
- Trustee Mullen – It is unfortunate that two board members are ill. He suggested that perhaps the issue of methods and procedures for feedback be added to the board retreat agenda and to the self-evaluation instrument. The board could capture that in discussion.
- Trustee Vanherweg – The meeting went well.

ADJOURNMENT

Adjournment The meeting was adjourned at 5:55 p.m. Unless otherwise announced, the next meeting of the Board of Trustees will be held on Wednesday, May 6, 2009, in room 5401, Student Conference Center, San Luis Obispo Campus, San Luis Obispo, California



Dave Pelham
Superintendent/President