

**AGENDA**  
**YOSEMITE COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES**  
**FOUR HUNDRED FORTY-EIGHTH REGULAR MEETING**  
**APRIL 11, 2002**

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**3:00 P.M.** – YCCD Conference Room B

Call to Order

Recess to closed session:

- Discussion:
1. Pursuant to G. C. Section 54957: Public Employee Discipline/Dismissal/Release
  2. Pursuant to G. C. 54956.9: Anticipated Litigation
  3. Pursuant to G. C. 54956.8: Real Estate

**4:00 – 5:30 P.M.**

Reconvene to public session

Strategic Conversation – MJC Staff Lounge

MJC leadership will facilitate an interactive dialogue with trustees and staff on the subject of the YCCD “Excellence Initiative.”

**6:00 P.M.**

Reconvene to public session - YCCD Board Room

**Public Comment on Agenda Items:** Persons who want to address the Board of Trustees on an agenda item may do so when the item is discussed. All speakers must complete a Speaker Request form in advance and give it to the Board stenographer.

**Comments from the Public.** Persons who want to comment on district business issues not included on the agenda can do so as part of agenda item **F**. All speakers must complete a Speaker Request form in advance and give it to the Board stenographer.

Individuals may be limited to 5 minutes each.

Pledge of Allegiance to the Flag

Approval of the minutes of the regular meeting of March 6, 2002.

**RECOMMENDATION:** That the Board of Trustees approve the minutes of the regular meeting of March 6, 2002.

**A. REPORTS**

1. Student Activity Reports
2. Academic Senate Activity Reports

## **B. INFORMATION ITEMS**

### **1. Leadership Modesto and Leadership Turlock**

On March 8, MJC hosted the Modesto Chamber of Commerce's 2001-2002 Class of Leadership Modesto. President Williams and George Boodrookas took a group of 25 on an afternoon tour of the west campus, after enjoying a lunch prepared by the Culinary Arts program students.

On April 10, the college hosted the Turlock Chamber of Commerce's 2001-2002 Class of Leadership Turlock for the afternoon. Trustee Rojas, Chancellor Fisher and President Williams took the group on a tour of MJC's east and west campuses and made a brief presentation.

Both events provided an opportunity for local leaders to become more familiar with MJC programs and services.

### **2. MJC Women of Distinction**

As part of Women's History Month, the MJC Chapter of the American Association of Women in Community Colleges hosted a special luncheon on March 21. At that time five colleagues and one student were honored for their outstanding contribution to MJC. We extend our commendation to the planning committee for an outstanding event and our congratulations to the following honorees:

Classified:	Sarah (Dee) King, René Patterson
Faculty:	Mona Martinez, Pam Upton
Management:	Tobin Clarke
Student:	Jeanette Jones

### **3. Ag Department Hosts FFA Field Day**

On April 13, MJC's Agriculture Department will host the 49<sup>th</sup> Annual Future Farmers of America Field Day on both East and West Campuses. The FFA Field Day attracts approximately 1,000 students from over 90 high schools across California to compete in 19 ag-related contests. The event concludes with an awards ceremony at 3:30 p.m. in the MJC Gymnasium.

### **4. Native American Pow Wow**

Modesto Junior College, in cooperation with Red Nations & Friends, will host the 4<sup>th</sup> Annual Native American Pow Wow on Sunday, April 21, on the East Campus Quad. The celebration will feature Native American drumming, dancing, singing, food and crafts. The event is free and open to the public. It offers a wonderful opportunity to learn more about Native American cultures. The event is co-sponsored by MJC's TRIO programs, EOPS and ASMJC.

**B. INFORMATION ITEMS**

5. Spring 2002 Columbia Job Skills Academy

Currently in progress, and continuing through May 1, is Columbia College's Spring 2002 Job Skills Academy. The Academy instructs high school students in "real world" workplace skills, including the use of tools and equipment, safety, project management, team building, leadership, ethics in industry, time management, resume writing and interviewing techniques. Upon completion, students receive 2 units of college credit, priority enrollment at Columbia College, 6.6 high school credits, and connections with major local employers. This program is an ongoing part of Columbia College's Tech Prep and high school outreach efforts.

6. Columbia College Foundation Hosts 12<sup>th</sup> Annual Hall of Fame Dinner

The 12<sup>th</sup> Annual Columbia College Hall of Fame Dinner will be held on Thursday, May 2 in the Rotunda of the Manzanita Building. A reception will start at 6:00 p.m., followed by dinner at 7:00 p.m. Tickets are \$40 and can be obtained by calling 588-5360.

7. EMT Paramedic Accreditation Awarded

Columbia College's Emergency Medical Technician/Paramedic Program recently received national accreditation through January 2005 by the Commission on Accreditation of Allied Health Education Programs. The review process involved a detailed self-study, followed by a committee site review of the classrooms, facilities, curriculum and instructors. This accreditation is one of only a handful awarded to community colleges in the state, and is attributed to the efforts of Professor Pete Daly, Dean Gary Mendenhall, and the many agencies throughout the region that are served by this program.

8. College Graduations

Columbia College's commencement will be held on Friday, May 17, and MJC's will be held on Thursday, May 16. Trustee participation needs to be confirmed at this time. All staff are encouraged to attend these important college events.

9. YCCD Staffing

As a follow-up to the inaccurate data reported to the Board of Trustees last month by a member of the public, the following information is provided.

The District currently employs 1,443 regular and temporary employees. This includes 51 classified managers ranging from farm supervisor to accountants, to project directors. It also includes 27 educational administrators (Division Deans, Vice Presidents, etc.). The ratio of faculty/classified staff to administrators/managers is 17.5, significantly higher than the 7.7 reported to the Board last month by that public member.

**C. CONSENT AGENDA**

1. q Purchase Orders

RECOMMENDATION: That the Board of Trustees approve the purchase orders issued from February 1, 2002 through February 28, 2002.

2. Acceptance of Gifts - MJC

RECOMMENDATION: That the Board of Trustees accept with appreciation the following gifts:

- a. Three MT planters with 14 new style fingers and 5 sprockets from Norman Crow to be used in the Ag and Environmental Sciences Division vegetable crops program at Modesto Junior College.
- b. A hydronic cart from Ruth Lundquist to be used for growing orchids and other plants in the Ag & Environmental Sciences Division at Modesto Junior College.

3. Acceptance of Gifts – Columbia

RECOMMENDATION: That the Board of Trustees accept with appreciation the following gifts:

- a. A Perkin-Elmer Infra-red Spectrophotometer from Merced College (Dr. Terry Eyrich) to be used in the Columbia College Chemistry Lab.
- b. Five Nalgene Pipet Jars and 16 Orien Research Analog PH Meters from California State University, Fresno Chemistry Department (Jack Jackson) to be used in the Columbia College Chemistry Department.

4. Curriculum Review – MJC

Based on administrative authorization previously provided by the Board, the college president has approved course additions, deletions, and modifications for the period of February 5, 2002 through February 19, 2002. (The summaries were previously forwarded to trustees for their review.)

RECOMMENDATION: That the Board of Trustees approve curriculum additions, deletions, and modifications for Modesto Junior College for the period of February 5, 2002 through February 19, 2002.

**C. CONSENT AGENDA**

5. Notice of Completion of Contract

The contract for Removal of Architectural Barriers at Columbia College, Bid #01-1474, has been completed and inspected.

RECOMMENDATION: That the Board of Trustees accept the work performed by Barham Construction for Removal of Architectural Barriers at Columbia College, Bid #01-1474, as having been completed in accordance with the plans and specifications, and authorize final payment to be made.

6. ☆Project Applications/Amendments

RECOMMENDATION: That the Board of Trustees authorize the Yosemite Community College District to submit the following project applications/amendments and to enter into a contract with the appropriate donor agencies when the projects are selected for funding:

- a. Beyond Tolerance in the Community – YCCD  
Submitted to the Great Valley Center  
Agency share: \$16,000  
Proposer share: \$18,400 (in-kind from several agencies)
- b. Yosemite Tech Prep Consortium – MJC  
Submitted to Title II-Tech Prep Education  
Agency share: \$123,892; Proposer share: \$0
- c. Job Profiles and Assessments – MJC  
Submitted to Signature Fruit  
Agency share: \$26,496.25; Proposer share: \$0
- d. Human Resources Develop. Services – MJC  
Submitted to DOT Foods  
Agency share: \$3,204; Proposer share: \$0
- e. Enrollment Services – MJC  
Submitted to Stanislaus Co. Office of Education  
Agency share: \$600; Proposer share: \$0
- f. INTEC 380, 301/302, 390B  
Submitted to Community Services Agency  
Agency share: \$72,160; Proposer share: \$0
- g. Excellence in Performance Training (EIP) – MJC  
Submitted to County of Stanislaus Community Services Agency (CSA)  
Agency share: \$99,486; Proposer share: \$0

**D. DISCUSSION ITEMS**

1. Middle College

The "middle college" concept is a collaboration between local high schools and a community college designed to ensure the success of selected high school students. In most instances, the students attend high school and college classes on the college campus. Over the past nine months, discussions regarding potential middle colleges have occurred between representatives of Columbia, MJC, and Tuolumne and Stanislaus County Offices of Education. The MJC proposal is now being seriously considered for possible implementation in September of 2002. Dr. Jim Williams will present a progress report and introduce guests from the Stanislaus County Office of Education.

RECOMMENDATION: That the Board of Trustees receive the report and provide staff with direction.

2. ☆Columbia Mission Statement

Consistent with one of the planning agendas from Columbia College's last accreditation study, the college is committed to reviewing the Mission Statement on a regular basis. This year's review resulted in the College Council's decision that the current statement needed to be updated to better reflect the multiple missions of the college. The attached proposed updated Mission Statement for Columbia College is the result of an extensive internal process. President Riggs will be available to answer any questions.

RECOMMENDATION: That the Board of Trustees approve the new Columbia College Mission Statement.

3. ☆Partnership for Excellence

Each year, as part of the statewide budget process to secure ongoing support for the Partnership for Excellence (PFE) funding, local districts have been asked to provide information to the State Chancellor's Office about the use of PFE dollars. The state also requires that the PFE expenditure/budget report be reported at a district board meeting and that a public hearing be held.

A summarized version of the 2001-2002 Partnership for Excellence report is attached. This report reflects the planned expenditures which have been developed using Board policy for participation and consultation with appropriate governance entities. College presidents will be available to respond to questions about PFE activities.

RECOMMENDATION: That the Board of Trustees:

1. Hold a public hearing on the Partnership for Excellence 2001-2002 report.
2. Review and accept the Partnership for Excellence 2001-2002 Report and direct staff to certify the report and submit it to the California Community Colleges Chancellor's Office.

**D. DISCUSSION ITEMS**

4. ☆ Board Bylaws Update

During the Board of Trustee's Fall Retreat, the current Board Bylaws (which had been updated in 1996) were reviewed. Also reviewed were "model" Board Bylaws developed by the Community College League of California and the California Community College Trustees. These models were written to reflect existing Education Code that is either prescriptive or permissive, and also to reflect what is considered best practice. The Board requested that the Chancellor prepare revised board policies based on the CCLC/CCCT models. A total of 34 policies will be brought to the Board for review, comment and eventual adoption. The first 20 policies (attached) will be presented at this meeting for discussion. The remaining 14 will be presented for a first reading during the May 7 meeting. Two readings are required before formal adoption.

RECOMMENDATION: That the Board of Trustees conduct a first reading of the proposed revised bylaws.

5. ☆ Change Order - Scheduled Maintenance Project: Replacement of Water Lines, MJC West Campus

During the excavation process to replace the existing West Campus water lines (in some instances they are over 50 years old), the contractor had to cross other water, gas, communication, and electrical lines. Many of these existing lines were damaged, requiring either replacement or repair by the contractor. Because of the age of the site, many of these utilities could not be identified in the scope of work and; therefore, are considered an unforeseen condition. This has resulted in Change Order 1 in the amount of \$18,977.16 representing an 11 percent increase to the original contract.

RECOMMENDATION: That the Board of Trustees approve Change Order 1 in the amount of \$18,977.16 to replace water lines at MJC West Campus.

**E. PERSONNEL ITEMS**

1. Retirement – Classified

RECOMMENDATION: That the Board of Trustees grant retirement status to Kathleen Abbott, Account Technician I, Columbia College, effective March 1, 2002 and officially commend her for 26 years of valuable service to the District.

2. Retirement – Academic

RECOMMENDATION: That the Board of Trustees grant retirement emeritus status to Carol Swanson, Nursing Professor, Allied Health, Modesto Junior College, effective May 16, 2002, and officially commend her for 19 years of valuable service to the District.

3. Probationary Appointment – Classified

RECOMMENDATION: That the Board of Trustees approve the probationary appointment of Necia Putnam to the Mailroom/Facilities Technician, Mailroom/Public Information Department, Modesto Junior College, effective March 25, 2002, (50% assignment).

4. Probationary Appointment – Classified

RECOMMENDATION: That the Board of Trustees approve the probationary appointment of Wilbert John Murphy to the position of Campus Security Officer I, Campus Security, YCCD, effective April 1, 2002 (80% assignment).

5. Probationary Appointment – Classified

RECOMMENDATION: That the Board of Trustees approve the probationary appointment of Molly Flemate to Museum Technician III, Great Valley Museum, Modesto Junior College, effective March 13, 2002, contingent upon funding.

6. Probationary Appointment – Classified

RECOMMENDATION: That the Board of Trustees approve the probationary appointment of Sydney Foster to Program Representative I Financial Aid/CalWORKs, Financial Aid, Modesto Junior College, effective March 1, 2002, contingent upon funding.

7. Promotional Appointment – Classified

RECOMMENDATION: That the Board of Trustees approve the promotional appointment of Phylis Miller to Accounts Technician II, Fiscal Services Accounts Payable, YCCD, effective March 11, 2002.



**E. PERSONNEL ITEMS**

8. Promotional Appointment – Classified

RECOMMENDATION: That the Board of Trustees approve the promotional appointment of Donna Yarnal to Admissions & Records Technician II, Admissions & Records, Modesto Junior College, effective March 10, 2002.

9. Resignation – Classified

RECOMMENDATION: That the Board of Trustees accept the resignation of Hebe Garcia-Bolio, Child Development Center Master Teacher – Preschool (87.5%), Allied Health/Family & Consumer Science, Modesto Junior College, effective February 28, 2002.

10. Resignation – Classified

RECOMMENDATION: That the Board of Trustees accept the resignation of Nancy Bendickson, Secretary III, Allied Health/Family & Consumer Sciences, Modesto Junior College, effective February 28, 2002.

11. Resignation – Classified

RECOMMENDATION: That the Board of Trustees accept the resignation of Terry Vilkofsky, Security Dispatch 40%, YCCD Security, effective March 17, 2002.

12. Resignation – Classified

RECOMMENDATION: That the Board of Trustees accept the resignation of Amy Lenstrom, Account Technician I, Business Office, Modesto Junior College, effective April 5, 2002.

13. Resignation – Classified

RECOMMENDATION: That the Board of Trustees accept the resignation of Roberto Mendez, Director, TRIO Upward Bound, Student Services, Modesto Junior College, effective April 2, 2002.

14. Resignation – Classified

RECOMMENDATION: That the Board of Trustees accept the resignation of Mao Vang, Support Staff I (50%) Project TEAM, Instruction, Modesto Junior College, effective March 28, 2002.

**E. PERSONNEL ITEMS**

15. Resignation – Classified

RECOMMENDATION:

That the Board of Trustees accept the resignation of Adan Alaniz, Outreach Recruiter, Student Outreach, Modesto Junior College, effective April 5, 2002.

**F. COMMENTS FROM THE PUBLIC**

This time is for comments on district business items not included elsewhere on the agenda. Persons wanting to address the Board of Trustees at this time should have completed a Speaker's Request form and given it to the Board stenographer. Individuals may be limited to 5 minutes each.

**G. ANNOUNCEMENTS**

The next regular meeting will be held on Tuesday, May 7, 2002. Closed session will begin at 3:00 p.m. followed by a faculty reception at 4:00 p.m., and open session at 5:00 p.m. in the YCCD Board Room, 2201 Blue Gum Avenue, Modesto.