

AGENDA
YOSEMITE COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES
FOUR HUNDRED FIFTY-SECOND REGULAR MEETING
SEPTEMBER 3, 2002

3:30 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:
 - a. Clark vs. YCCD
 - b. Anticipated Litigation

5:00 P.M.

Reconvene to public session - YCCD Board Room

Public Comment on Agenda Action Items: Persons who want to address the Board of Trustees on an agenda action item (Section II) may do so after being recognized by the Chair of the Board and before Board discussion. All speakers should complete a Speaker Request form in advance and give it to the Board stenographer. Individuals will be allowed a maximum of five (5) minutes each. Thirty (30) minutes shall be the maximum time allotment for public comment on any one subject regardless of the number of speakers.

Comments from the Public: Persons who want to comment on an Agenda Information Item (Section I) or Board business issues not included on the agenda can do so as part of agenda item **III.A.** All speakers should complete a Speaker Request form in advance and give it to the Board stenographer. Individuals will be allowed a maximum of five (5) minutes each. Fifteen (15) minutes shall be the maximum time allotment for public comment on any one subject regardless of the number of speakers.

Pledge of Allegiance to the Flag

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

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

I. REPORTS AND INFORMATION ITEMS

- A. Student Activity Reports
- B. Academic Senate Activity Reports

C. Activities and Announcements

1. Pirates' Log Editor Wins Award

Last year's Pirates' Log editor Heidi Thomas has received the prestigious I. F. Stone Award for Excellence in Student Journalism. The award was based on the article, "The Last Refuge." Congratulations are due to Heidi and Log Advisor Laura Paull.

2. Original Play on Internment – Columbia College

Playwright Rick Foster will premiere his play, Dust Storm, on September 29 in the Dogwood Forum, followed by a reception and display of Chiura Obata's art in the Rotunda. In addition to three subsequent public performances, the play will be performed for Tuolumne County students in grades 8-12. The play is the story of Obata's experience during World War II in the Topaz (Utah) Internment Camp. The co-sponsors are Columbia College and the Central Sierra Arts Council.

3. Art Exhibit

The Modesto Junior College Art Gallery is hosting an art exhibit entitled "Oil & Watercolor Mixing Together" featuring the paintings of two longtime art professors: Dan Petersen and Jerry Riley, September 12 through October 10. Two public receptions also will be held on Thursday, September 12, 12:00 – 2:00 p.m. and Sunday, September 15, 2:00 – 5:00 p.m. in the MJC Art Gallery. Please join us in viewing a wonderful retrospective show for these two retiring professors that have taught art at MJC for 35 years!

4. Storytelling Festival

Modesto Junior College will hold its 3rd Annual Storytelling Festival on September 20-21 in the Music Recital Hall on East Campus. This year's festival will feature the storytelling talents of three renowned artists: Johnny Moses, Awele Makeba, Charlie Chinn and the group We Tell Stories. The opening performance will be held at 7:00 p.m. on September 20 and is suitable for all ages. Saturday will feature each performer in one-hour solo performances, beginning at 9:00 a.m. and finishing at 12:30 p.m. This will be followed with a Family Concert at 2:00 p.m. Tickets are available through the Arts Division, 575-6081.

5. Proposition 47

The November ballot will include Proposition 47, a \$13 billion public education bond measure. A portion of this bond is for higher education, including community colleges. The preliminary plans and drawings for MJC Auditorium remodel and expansion will be funded if Prop 47 is successful.

6. Sierra – Yosemite Halls Dedication

The formal dedication of these buildings was held on August 30. The ceremony was followed by tours and demonstrations. The event was well attended by college and community members.

D. Presentations/Updates

1. Community Middle College at MJC

The Community Middle College began Monday, August 12. Fifty high school students are attending this state-approved charter school co-sponsored by MJC and the Stanislaus Office of Education. These high school juniors and seniors will take high school courses in the afternoons from 1:00 p.m. until 5:00 p.m. in Founders Hall 108 and 110 throughout the fall and spring semesters. They also will enroll in a minimum of two college courses this semester. SCOE staff will be located on campus and MJC Dean George Boodrookas is the MJC liaison for this program. The Community Middle College is one of ten middle college high school programs in the state but is the first state-approved charter school of its kind. Commendations to the MJC staff who worked to make this vision a reality within a very short time frame.

2. State Budget

As the agenda went to print, the Legislature still had not passed a 2002-2003 budget and it appeared they will break the record for an overdue budget which was set in 1992. The lack of a budget not only makes it impossible to pass on accurate local budget, restrictions on other state funds are causing numerous problems. Vice Chancellor for Fiscal Services Teresa Scott will provide the latest available information.

II. ACTION ITEMS

A. Consent Agenda

1. ☆Purchase Orders

RECOMMENDATION: That the Board of Trustees approve the purchase orders issued from July 1, 2002 through July 31, 2002.

2. Acceptance of Gifts - MJC

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

- a. Household furniture from James West to be used for the new mobile home for agriculture students in the Ag and Environmental Sciences Division at Modesto Junior College.
- b. Various books of assorted titles from Katrina Slape and J. Stephen Collins to be used in the Library at Modesto Junior College.

3. Special Appointment – Riggs

RECOMMENDATION: That the Board of Trustees approve the appointment of Dr. Jim Riggs to serve as a member of the ACCJC Evaluation Team visiting College of the Canyons on October 22-24, 2002.

4. ☆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. Computer Lab Access/Training – MJC
Submitted to Health Services Agency
Agency share: \$650; Proposer share: \$0
- b. SB551 Funding for the Promotion of Tolerance – CC
Submitted to the Tuolumne County Board of Supervisors
Agency share: \$10,000; Proposer share: \$0

A. Consent Agenda

5. ☆ Project Applications/Amendments (continued)

- c. Certified Nursing Assistant (CNA) to Licensed Vocational Nurse (LVN) Program – MJC
Submitted to Stanislaus Economic Development Workforce Alliance, Inc., and Local Members of the California Association of Healthcare Facilities (CAHF)
Agency share: \$518,000 (from WIA)
Proposer share: \$307,700 (from MJC's FTES)
- d. Learning Disability Services – MJC
Submitted to County Community Services Agency
Agency share: \$229,219; Proposer share: \$0

B. Personnel Items

1. Retirement – Classified

RECOMMENDATION: That the Board of Trustees grant retirement status to Joseph Frank Sams, Maintenance III, Yosemite Community College District Facilities Operations effective July 31, 2002, and officially commend him for 12 years of valuable service to the District.

2. Retirement – Management

RECOMMENDATION: That the Board of Trustees grant retirement status to Abbpetty (Alfie) Johnson, Director of Campus Security and Employee Safety, MJC/YCCD, effective December 30, 2002, and officially commend him for 30 ½ years of valuable service to the District.

3. Resignation – Classified

RECOMMENDATION: That the Board of Trustees accept the resignation of Juan Zamora, General Clerk (47.5%), Counseling, Modesto Junior College, effective June 27, 2002.

4. Resignation - Classified

RECOMMENDATION: That the Board of Trustees accept the resignation of William Cooper, Grounds Maintenance II, YCCD Facilities Operations, effective July 25, 2002.

B. Personnel Items

5. Resignation – Classified

RECOMMENDATION: That the Board of Trustees accept the resignation of Nathan Woodard, Software/Network Analyst, Network Technology, YCCD, effective September 3, 2002.

6. Resignation – Classified

RECOMMENDATION: That the Board of Trustees approve the resignation of Ryan Leonetti, Transportation Specialist, YCCD Transportation, effective August 13, 2002.

7. Termination – Classified

RECOMMENDATION: That the Board of Trustees confirm the termination of classified employment of John Lyon, Laboratory Assistant II/Software Network Analyst, Mathematics, Science and Engineering Division, Modesto Junior College, effective August 19, 2002.

8. Appointment of Educational Administrator

RECOMMENDATION: That the Board of Trustees approve the administrative appointment of Mary Kathleen Silva to the position of Director of Research & Planning, Office of the President, Modesto Junior College, effective August 5, 2002.

9. Probationary Appointment – Academic

RECOMMENDATION: That the Board of Trustees approve the probationary appointment (first year contract) of Mary Christine Groth to the position of Office Administration Instructor, Business, Behavioral & Social Science, Modesto Junior College effective academic year 2002-03.

10. Temporary Appointment – Academic

RECOMMENDATION: That the Board of Trustees approve the temporary appointment of Kelly Butler to the position of Nursing Instructor, Allied Health Division, Modesto Junior College for the 2002-2003 academic year. This position is funded by the Hospital Consortium.

11. Promotional Appointment – Classified

RECOMMENDATION: That the Board of Trustees approve the promotional appointment of Soledad Vera to the position of Account Technician I, Modesto Junior College Business Office, effective September 3, 2002.

B. Personnel Items

12. Probationary Appointment – Classified

RECOMMENDATION: That the Board of Trustees approve the probationary appointment of Carmen Melissa Soto, Admissions & Records Technician I, Admissions & Records, Modesto Junior College, effective August 15, 2002.

13. Probationary Appointment - Classified

RECOMMENDATION: That the Board of Trustees approve the probationary appointment of Andrew Paffendorf, to the position of Custodian, Yosemite Community College District Facilities Operations, effective September 3, 2002.

14. Probationary Appointment – Classified

RECOMMENDATION: That the Board of Trustees approve the probationary appointment of Robert Taylor to the position of Custodian, Yosemite Community College District Facilities Operations, effective August 22, 2002.

15. Probationary Appointment - Classified

RECOMMENDATION: That the Board of Trustees approve the probationary appointment of Lisa Yankovich to the position of Child Development Center Master Teacher- Preschool (87.5%), Allied Health/Family & Consumer Science, Modesto Junior College, effective August 26, 2002, contingent upon funding.

16. Probationary Appointment - Classified

RECOMMENDATION: That the Board of Trustees approve the probationary appointment of Maria Diaz DeLeon to the position of Child Development Center Associate Teacher – Preschool (73.75%), Allied Health/Family & Consumer Science, Modesto Junior College, effective August 26, 2002, contingent upon funding.

17. Increase in Assignment – Classified

RECOMMENDATION: That the Board of Trustees approve an increase in assignment for Barbara Page, Events/Public Information Assistant, Public Information, Modesto Junior College from 11 months to 12 months, effective July 1, 2002.

B. Personnel Items

18. Voluntary Reduction of Assignment - Classified

RECOMMENDATION: That the Board of Trustees approve the voluntary reduction in assignment from of David Chesnut, CalWORKS Program Representative III, Columbia College, from 32 hours per week (80%) to 20 hours per week (50%), effective July 1 – September 30, 2002.

19. ☆Reduction in Force – Classified

Expiration of funding for the Community Services Agency (CSA) Excess Cost Contract has created the need for a reduction in program funded staff (1.0 FTE) effective October 4, 2002.

RECOMMENDATION: That the Board of Trustees approve **Resolution No. 02-03/02**, Classified Reduction in Staff, authorizing a reduction in classified personnel and appropriate notice to affected staff.

20. Organizational Change – Classified

Under administrative procedure 4204 (organizational change), an existing classified position may be modified in response to significant changes in responsibilities. In response to increasing local, state and federal safety compliance requirements, review of safety program functions indicates a strong need for placing a greater, more focused emphasis on employee safety.

RECOMMENDATION: That the Board of Trustees approve the following change in staffing in accordance with administrative procedure on organizational change:

- a. Abolish the Secretary III position in Campus Security/Employee Safety (salary Range 21).
- b. Authorize an Employee Safety Specialist position in Campus Security/Employee Safety (salary Range 24).
- c. Appoint Ms. Marsha Calbreath, Secretary III, to the resultant position effective September 3, 2002.

21. Appointment – Classified Contract

RECOMMENDATION: That the Board of Trustees approve the classified contract management appointment of Ernestine Miller to the position of Columbia College Manager of Successful Teacher Education Preparation (STEP) Program (47.5% position) effective September 1, 2002.

B. Personnel Items

22. Resignation – Classified

RECOMMENDATION: That the Board of Trustees accept the resignation of Suzanne Akard, Instructional Assistant II, Arts, Humanities & Communications, Modesto Junior College, effective August 30, 2002.

C. Discussion Items

1. Educational Master Plan 2002-2003 Update

The Board of Trustees has received the 2002-2003 update to the Educational Master Plan, which was prepared by staff over the last nine months. This update reflects priorities and objectives that will guide our activities this year. A new Educational Master Plan, including an updated Facility Master Plan, will be developed during this academic year. The Director of Research and Planning will explain the process and data used to develop the EMP and our continuing efforts to improve the format. The college presidents will describe their priorities and major initiatives for 2002-2003.

RECOMMENDATION: That the Board of Trustees approve the 2002-2003 Update to the Educational Master Plan.

2. ☆2002-2003 Final Budget/Public Hearing

On June 4, 2002, the Board of Trustees adopted the 2002-2003 Yosemite Community College District Tentative Budget. The State of California was still without a state budget at the time this agenda went to print. Therefore, absent a state budget, the final Yosemite Community College District budget will need to be amended once the governor signs the state budget.

In the meantime, Title 5 of the California Code of Regulations (CCR), Section 58300 requires that the Board of Trustees conduct a public hearing and adopt the 2002-2003 Final Budget no later than September 15, 2002.

The District's final budget has been prepared based on 3.27% enrollment growth. A 2% COLA is included in apportionment revenue as well as revenue for increased gross square footage generated from the new Sierra Halls facility on the MJC West Campus. A contingency for Part-Time Faculty Pay equity is also included in the budget. All of the above are not certain until the state budget is approved.

Expenditure budgets have been adjusted for growth and COLA. New employer benefit costs (STRS and PERS) are included in the budget and the second year costs of implementing the 2001-2002 salary agreements are also included in this budget. Health Benefit increased costs are included for the full year. Additional health benefit cost increases are expected in the 2002-2003 year and are not included in this budget.

As approved previously by the Board, the allocation for retiree liability is not included in the 2002-2003 budget.

RECOMMENDATION: That the Board of Trustees:

- a. Conduct a public hearing regarding the 2002-2003 Final Budget for the Yosemite Community College District;
- b. Adopt the District's 2002-2003 Final Budget;
- c. Authorize staff to prepare and file the necessary annual Financial and Budget Report (CCSF-311) with the required agencies.

C. Discussion Items

3. ☆ Quarterly Report on the District's Financial Condition

Consistent with prevailing fiscal practices and in compliance with current statute, staff have prepared the quarterly statement of the District's financial condition for the quarter ended June 30, 2002. A copy of the statement is attached. The Board is required by law to hold a public hearing to review the report and direct that it be filed with the Stanislaus County Superintendent of Schools and the California Community Colleges Chancellor's Office.

Staff will be available during the September 3 Board meeting to formally present the report, respond to questions and to amplify where necessary.

RECOMMENDATION: That the Board of Trustees

- a. Conduct a public hearing to review the District's financial report for the quarter ended June 30, 2002;
- b. Direct Staff to submit a copy of the required report to the Stanislaus County Superintendent of Schools and the California Community Colleges Chancellor's Office.

4. Representatives to the VIP/JPA Board of Directors

The bylaws of the Valley Insurance Program Joint Powers Agency require that:

"Each member of the authority shall appoint two members to the Board of Directors. One Director for each member may be an elected official of the member's governing board. The other Director for each member shall be a management-level employee of the member.

In addition, each member shall designate one Alternate Director, who may either be an elected official of the member's governing body or a management-level employee of the member."

Based on the information above, it is necessary for the Board of Trustees to appoint a management-level employee to the VIP/JPA Board of Directors. Ms. Teresa Scott's (management-level employee) term expires September 30, 2002. Mr. Allister Allen (elected official position) and Mr. Richard Peralta (alternate director position) are in the middle of two-year terms.

RECOMMENDATION: That the Board of Trustees appoint Ms. Teresa Scott to the management-level employee position for a two year term to begin October 1, 2002 and expire September 30, 2004.

C. Discussion Items

5. Environmental Impact - Intent to Adopt Negative Declaration

In accordance with the California Environmental Quality Act (CEQA) requirements, the Environmental Assessment Committee has recommended that the Mary Stuart Rogers West Campus Learning Center will not have a significant effect on the environment. Public notices have been posted and the State Clearinghouse distributed information to appropriate State agencies, and no comments were received.

RECOMMENDATION: That the Board of Trustees find that the above construction project will not have a significant impact upon the environment and adopt the "Negative Declaration" and direct staff to file a "Notice of Determination" with the Governor's Office of Planning and Research.

III. **COMMENTS**

A. Comments from the Public

Persons who want to comment on Agenda Information Items or Board business issues not included on the agenda can do so as part of this section of the agenda. All speakers should complete a Speaker Request form in advance and give it to the Board stenographer. Individuals will be allowed a maximum of five (5) minutes each. Fifteen (15) minutes shall be the maximum time allotment for public comment on any one subject regardless of the number of speakers.

B. Comments from the Board of Trustees

This time is for trustees to report on conferences, meetings and other activities related to district business. No action will be taken.

IV. **NEXT MEETING**

The meeting will adjourn to September 26, 2002 for a Board of Trustees' retreat from 9:00 a.m. – 2:30 p.m. A regular Board meeting will be held beginning at 3:00 p.m. in lieu of the October 1 meeting due to schedule conflicts. The Retreat and Board meeting will be held in Patterson at the Best Western Villa Del Lago Inn, at 2959 Speno Drive.