

MINUTES
YOSEMITE COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES
FIRST ADJOURNED MEETING FROM THE 474TH REGULAR MEETING
AUGUST 18, 2004

ANNUAL BOARD RETREAT
CSU, Stanislaus North Dining Room
801 W. Monte Vista Avenue
Turlock, California
9:00 A.M. – 4:00 P.M.

The meeting was called to order by Board Chair Delsie Schrimp at 9:00 a.m. The Board of Trustees then recessed to closed session for the purpose of discussing the following:

1. Pursuant to G. C. Section 54957
Columbia College President's terms of contract

2. Pursuant to G. C. Section 54956.9(a) - Litigation
Case: Hearing concerning intended faculty termination
Case: Hearing concerning intended faculty termination

The Board reconvened to open session at 10:35 a.m.

Board Members Present Pat Dean
 Anne DeMartini
 Linda Flores
 Tom Hallinan
 Paul Neumann
 Abe Rojas
 Delsie Schrimp
 Andrea Cerritos (Student Trustee)

Others Present M. Baker, D. Campbell, D. Gervin, J. Lanchester, J. Riggs,
 B. Scroggins, N. Stavrianoudakis, S. Stroud, J. Williams, D.
 Wirth, E. Osnaya (recorder)

Discussion Items:

14,956

Board Self Evaluation,
Committee Structure and
Assignments

There was discussion about the Board Self-Evaluation Form and its format. Some trustees said they felt the form was not adequate.

Trustees' discussion then focused on specific sections of the self-evaluation form. Trustee Neumann said that a regular meeting with the Chancellor should be scheduled with the Board Chair before the Board agenda is published. Chair Schrimp said that is already taking place. In fact, she said the agenda had been faxed to her before going to print. Trustees expressed the need for improvement in this area.

With regard to the Board conducting its meetings in an orderly and efficient manner, Trustee DeMartini said she was not happy with the format used to conduct the closed session. She expressed concerns with the usage of time during closed session and said she felt discussions were rushed. It was suggested that

closed sessions begin a half hour earlier to allow for more time, to continue closed session after the open session, or to set a timeline for each item. Trustee DeMartini also expressed the need for a break between the closed and open sessions.

Regarding trustee participation at seminars and conferences, the discussion focused on determining what amount of travel and expense are appropriate and what would be too much. Trustee Rojas said that historically the Board Chair and the Vice Chair have been encouraged to attend out of state conferences. Mr. Rojas said all trustees should have the opportunity to participate in conferences in California. There was a question about what Board policy says about this issue. Trustee Neumann said it is not a policy issue, but rather about developing procedures that trustees can follow. He suggested that the Board determine what it feels is appropriate participation and then bring the discussion back at a future Board agenda. It also was suggested that the Chancellor encourage or discourage trustee participation depending on the number of trustees that indicate interest in attending a particular conference.

Dr. Stroud, Faculty Consultant to the Board, pointed out that in the past faculty leaders had been invited to conferences by the Chancellor, giving faculty an opportunity to attend conference and meet trustees. He said he had not had that opportunity and would welcome it.

14,957
Compensation for Trustees

Trustee DeMartini asked that the Board of Trustees consider providing a salary for Board members, as some trustees may not be able to afford to participate in some of the fund raising efforts. Chair Schrimp did not agree that trustees should be paid. Trustee Rojas said that he made direct donations to the Foundations because he cannot afford to attend all functions. He said he felt that donations are the most important and not attendance. Dr. Scroggins, Interim MJC President, said that some trustees that are paid a salary donate that back to the district. Mrs. DeMartini indicated that the state establishes how much can be paid to trustees and said the maximum salary is about \$750 per month. Trustee Hallinan said this would be a good discussion item for a future Board agenda.

14,958
Committees of the Board

Interim Chancellor Williams distributed a listing of Board Committees' structure to be used as a starting point in discussing trustees' participation in committees. Trustee Hallinan said he liked this approach because of the many issues that trustees would like to be involved in but are limited because of their personal schedules. He said trustees' participation in committees would allow individual trustees to be a part of discussions that they can later share with the rest of the Board.

It was suggested that a committee of the Board be formed to revise the Board's self-evaluation instrument.

Trustee Hallinan proposed that an economic development

committee be formed. He said that he had been approached about a possible donation of land in Oakdale and a committee would be able to handle these types of discussions.

Student Trustee Andrea Cerritos asked that the student trustee be included in the committees.

Trustee DeMartini said that there should be a Board representative on each of the six Board Policies Sub-committees. Chair Schrimp appointed Trustees DeMartini and Neumann to meet with Dr. Williams and discuss which trustees might be interested in serving on committees.

14,959
Board Priorities

Chair Schrimp reported that although some of the 2003-2004 Board Priorities had been accomplished, there was still more work to be done.

Trustees said that priority #1 needed to be changed to reflect the District's current fiscal situation. It also was suggested that one of the priorities indicate that the Board is committed to fill as many job vacancies as possible.

Chair Schrimp suggested that priority #2 include language showing commitment to support the general obligation bond and make it their first priority.

Priority #3 – Trustees asked if the trips to the Museum of Tolerance were still taking place. Dr. Williams explained that no trips had been made for over a year due to funding. He said that the MJC Foundation is looking at fund raising efforts for this purpose. Dr. Stroud expressed that the MOT experience had been a positive one that made an appreciable difference in his communication with people, and with his students in particular. He said that it is important to continue this training. Trustees Rojas and Flores both encouraged trustees to continue this effort. Dr. Williams stated that he had convened a group of staff and faculty to discuss the next steps for the Beyond Tolerance Initiative. He said the group has generated many good ideas that will tie in closely with the Excellence Initiative. Trustee DeMartini said she would like further discussion on what "Beyond Tolerance" means. She said that she has not seen true diversity reflected in the speakers that have been brought to campus. Chair Schrimp said that this priority should indicate the commitment to "keep and continue" this effort.

Priority #4 Trustees indicated this priority should continue and include reference to the new accreditation standards.

Priority #5 should read "Continue to support."

Priority #6 should include "workforce preparation."

Trustee Neumann suggested a 7th Priority be added that reads, "Support careful analysis of the effectiveness of relationships

between Central Services and the colleges.” Dr. Williams said that as had been previously directed by the Board, steps are taking place in this regard. Trustee Rojas stated that the district/college leadership will be the driving force to make this happen.

Trustees asked to add an 8th priority that addressed the search and selection process for a new permanent chancellor.

Recessed for Lunch

The Board of Trustees recessed for lunch at 12:05 p.m. and reconvened to public session at 1:00 p.m.

14,960
Central Services
Reorganization

Interim Chancellor Williams reported that he has started conversations with his Cabinet about a reorganization. They have already started to look at their respective units and the services they provide. Dr. Williams said he will discuss the rationale with the Cabinet, ask for input from the colleges and Central Services, and take a serious look at a reorganization. Dr. Williams said he had scheduled a meeting with Central Services staff next week and will be sharing this information with them. Chair Schrimp asked if the reorganization is something that can wait until the permanent chancellor is in place. Some trustees said that it is wise to do this now. Dr. Williams said this process will be a thorough one that may take as long as a year to complete. Teresa Scott, Executive Vice Chancellor, mentioned that shared governance is an important part of this process, and once faculty are back on campus they will move forward to include them in this process.

Trustees expressed their appreciation of the update. They indicated that staff is moving in the right direction.

14,961
CampusWorks/Datatel
Update

Deborah Campbell, YCCD Controller, provided an update on the implementation process of the software conversion from DSK to Datatel. She described the modules that are in place, the modules in the midst of implementation, and commended staff for the tremendous work they have done to implement this project.

Dennis Gervin, Dean of Instructional Services at MJC, provided a report of MJC’s interaction with the software conversion process from the instructional side. He talked about the deliverables (i.e., the tactical plan, the assessment of the network infrastructure, and recovery and security plans, etc.) Chair Schrimp asked if the system is working for faculty. Dr. Gervin explained that CampusWorks is doing what they have been asked to do. He said there have been many challenges which they have been able to take care of. He said one of their primary focus is communications with CampusWorks. He added that he has found it easy to work with Lynn Kubeck, CampusWorks Consultant and YCCD CISO. Deborah Campbell echoed Dr. Gervin’s comments and added that when challenges arise Ms. Kubeck has done everything possible to solve the problem. Dr. Stroud also commented that the conversion process is going

well.

Teresa Scott, Executive Vice Chancellor, stated that the current contract with CampusWorks runs through 2005. After that service agreements will be drawn directly with Datatel for future support. Trustee Neumann asked if Dr. Gervin was satisfied that instructional needs will be met. Dr. Gervin indicated that those needs would be met. Dr. Scroggins, Interim MJC President, said he felt that YCCD has been successful in integrating experts with staff so that we can continue to move forward successfully. Dr. Scroggins thanked Dennis Gervin for his outstanding work as the liaison between CampusWorks and faculty.

14,962
Budget Update

Teresa Scott, Executive Vice Chancellor, reported that due the late signing of the state budget, the District did get a month's reprieve and will bring the final budget to the Board in October. Ms. Scott provided some state budget highlights:

- ❖ COLA of 2.41% will be provided, which means approximately \$1.5 million for YCCD.
- ❖ Growth at 3%, and both colleges are planning for that growth.
- ❖ Equalization - \$80 million allocated. YCCD's portion will be approximately \$900,000.
- ❖ PFE funding was vetoed: meant \$4 million cut, which means approximately a \$450,000 cut to YCCD.
- ❖ Advocacy continues for legislation for flexibility on the use of block grant money.
- ❖ Scheduled maintenance match will be worked into our local budget.
- ❖ Student fees increased to \$26 (from \$18 per unit). The colleges have plans in place to recoup the \$8 increase from students who had paid the old rate. Ms. Scott also pointed out that the additional fee increase does not stay at the college but goes to the state.

Ms. Scott also updated the Board on the Golden Handshake retirements. She indicated that about 70 employees had taken advantage of the incentive (about 29 faculty members). She said she also is working with the Academic Senates to develop a memorandum of understanding to delay filling faculty vacancies until Fall 2005. However, she acknowledged that there are some positions that will need to be filled before that time to meet the FTO.

14,963
Board Policy 3860 (Staff
Travel)

Executive Vice Chancellor Scott explained that this item was on the agenda for clarification. She said she had written to the Chancellor asking for direction regarding the detail of the monthly travel report. Ms. Scott explained the procedures that are in place for staff travel, the approvals required, and the internal controls that are in place to audit travel expenses and reimbursements. She said if she understood better what information is requested, it would help determine what information to provide and in what format. Trustee DeMartini

said that it is important that Board members have access to the materials they request. She indicated that it is a matter of being informed and not a matter of procedures not being in place. Trustee Hallinan stated that he is interested on a report of out-of-state travel. Other trustees expressed that they did not see a need for a detailed report. Ms. Scott suggested that perhaps the Board would like to review the information that is available and then trustees can decide what they would like to see on the monthly report. Trustee Dean suggested that a sub-committee of the Board work on this and then report back their findings to the Board. Chair Schrimp asked that Trustees Dean, DeMartini, and Hallinan form a committee to review the information that is available and then report back to the Board.

14,964
Excellence and Beyond
Tolerance Initiatives
(Progress Report)

The college presidents reported on their efforts with regard to the Excellence Initiative at their respective colleges. Dr. Riggs described Columbia's Five Centers of Excellence. He explained that they are doing many things related to excellence which are interwoven with their Beyond Tolerance Initiative efforts.

Dr. Scroggins shared copies of the MJC Excellence Initiative and summarized their initiative. He also pointed out that the information is posted on the MJC website.

There was much discussion about the importance of supporting and celebrating the colleges' excellence. Trustee Neumann stated that just as the Tolerance Initiative has been successful the same process should be used to celebrate the Excellence Initiative and promote the colleges' excellent programs. Trustee Flores asked Mr. Neumann if he could write down what his vision is and the Board can see how they can help accomplish that. Trustee Neumann said he would like the Excellence Initiative woven into the fiber of the colleges just as the Tolerance Initiative has been.

14,965
Adjournment

The meeting was adjourned at 4:05 p.m. The next regular meeting of the Board of Trustees will be held on Wednesday, September 8, 2004. Closed session will begin at 3:30 p.m. and open session at 5:30 p.m. at YCCD Board Room, 2201 Blue Gum Avenue, Modesto.

Delsie Schrimp, Chair
YCCD Board of Trustees

James H. Williams, Secretary
YCCD Board of Trustees