

reassessment of the semester calendar, block schedule, college hour, office hours, and inclusion of adjunct faculty in the shared governance process are important from the students' perspective. Trustees asked that those comments be added to the October meeting minutes.

A motion was made by Trustee Hallinan, seconded by Trustee Rojas that the Board of Trustees approve the minutes of the regular meeting of October 13, 2004, with the additional comments requested by Student Trustee Cerritos.

The motion carried with a vote of 7-0.

REPORTS AND INFORMATION ITEMS

14,999
Student Activity Reports

Frank Johnson, ASMJC president, reported on various successful student activities, including a Vendor Fair/Disability Awareness Day, a Prism Club event attended by over 300 people, and participation in the annual "Say No to Hate" Family Day and March. Mr. Johnson also reported that two students had the opportunity to attend a leadership conference in Burbank. He said students also toured the new student center on West Campus, and they are very impressed with the new facility. Mr. Johnson said students are celebrating the passage of Measure E. He asked the Board of Trustees to consider creating vocational internships for students with the companies that will carry out the projects on the bond measure. He said that would provide students with work experience in fields such as welding, administration, or construction.

Trustee Neumann stated that bond consultant Bill Berry had commented that of the number of community college campaigns he has organized, YCCD had the most enthusiastic student participation. Mr. Neumann commended students for their involvement in the bond effort.

Sue Griffiths, ASCC president, reported that all Student Senate positions have been filled at Columbia College. She also commented that students were glad to see that their hard work had paid off with the passage of Measure E. Ms. Griffiths provided an update on student activities and said that in November they plan to host a Harvest Social, a canned food drive, and a Coat drive. They will sponsor a Round House Social in commemoration of Native American month. She invited everyone to participate in any or all of their activities.

15,000
Academic Senate Activity
Reports

Michelle Christopherson, MJC Academic Senate president, reported that the Senate continues discussing the compressed calendar. She said that faculty members are divided on this issue, but they are working hard to accommodate all views. They will continue their discussions and will report back to the Board as to their progress.

Trustee DeMartini said she understood that Columbia College did not have a problem with the compressed calendar and asked if it

is conceivable to have different calendar recommendations from each college. Ms. Christopherson stated that the MJC Senate's recommendation is only the beginning of the process. There are other constituents on campus beside the Senate (i.e., students and classified staff) that also are part of the process. She stated that much more discussion needs to take place and that they understand that there cannot be two calendars.

Alicia Kolstad, Columbia College Academic Senate president, commented that regarding the compressed calendar, she believed that two institutions could be on different calendars. She said she did not see a compelling reason requiring consistency at both colleges in this regard.

Ms. Kolstad reported that faculty continue working on the following:

- ❖ Fourteen screening committees
- ❖ An MOU with the college president to provide faculty representation on all screening committees
- ❖ A Support Staff Recognition Soirée to acknowledge the outstanding performance of classified staff
- ❖ Accreditation Self-Study subcommittees
- ❖ Defining student learning outcomes in all classes
- ❖ A transformational learning committee

Ms. Kolstad stated that Measure E will create big changes for Columbia College and that the College Council has agreed to use the Facilities Committee as a task force to plan the implementation of priority projects.

She also reported that she recently attended the State Academic Senate Plenary Session and learned a great deal.

15,001

Activities/Announcements

Poet Laureate for
2004-2006

Interim MJC President Scroggins announced that MJC English Professor Sam Pierstorff had recently been unanimously selected to serve as the City of Modesto's Poet Laureate for 2004-2006. In this honorary position, Professor Pierstorff's duties include writing poems for official occasions and continuing to promote poetry throughout the city. He is the youngest poet ever to serve. He is the founder and continuing editor of *Quercus Review*, MJC's annual literary arts journal; hosts "Slam On Rye," Modesto's monthly poetry slam; and publishes his poems regularly in magazines throughout the country. Professor Pierstorff also has served as the elected Secretary for the MJC Academic Senate since Fall 2003 and last spring was named to the 2004 Who's Who Among America's Teachers, which recognized the top 5% of educators in the country. Nominations for the honor must come from former students, who have been recognized for academic excellence themselves in Who's Who Among American High School Students or The National Dean's List.

Culinary Students Create Menu at Columbia City Hotel

Columbia College President Riggs reported that over the past two months, Columbia College culinary students have created special two-course meals for the public that are not on the regular menu at the Columbia City Hotel Restaurant. Every Wednesday and Thursday from 5:00 p.m. to 7:00 p.m. through November 11, students designed and prepared gourmet dishes have been served for \$13.50 per person. Dr. Riggs extended to trustees a special invitation to enjoy these culinary meals from November 17 to November 21, when second-year culinary students will be planning four-course meals based on recipes by Julia Child.

Toney Kicks Off Jazz Series Season

President Riggs reported that the Columbia College Jazz Series began its 24th season with guest performances by pianist Kevin Toney on November 6 and 7. Toney has performed with Whitney Houston, Aretha Franklin, Ray Charles, En Vogue, and Pink, to name a few. The series will host monthly concerts, featuring nationally renowned jazz recording artists.

Derek Waring recognized as "Administrator of the Year"

Interim President Scroggins recognized Derek Waring, Dean of Counseling and Student Services, for being named the Administrator of the Year on Tuesday, October 27, during the President's Reception at the California Association for Postsecondary Education and Disability (CAPED) Conference in Monterey. CAPED is the professional association whose mission is to promote the full and effective participation of individuals with disabilities in all aspects of California higher education. The organization advocates and facilitates equal educational opportunity through appropriate support services, curriculum, instruction, policies, and funding allocations; works to eliminate discrimination against people with disabilities, and promotes their independence, growth, productivity, and equality. Dr. Scroggins pointed out that Mr. Waring served as MJC's Dean of Special Programs until starting his current position on July 6, 2004. Trustees commended Mr. Waring.

Dr. Scroggins also shared information about the following three events taking place at MJC during November and December, and invited trustees to attend:

Jam N' Jive Dance Concert at MJC

The MJC Dance Department will present an evening of exciting jazz dance at the *Jam N' Jive Dance Concert*, on November 12-13 at 7:30 p.m., and at 2:00 p.m. on November 14 in the Main Auditorium. The dancers will give the audience a "blast from the past" as they present dances choreographed to the hits from the musical "*Grease*." Admission is \$5 at the door.

Presentation on Science in the Central Valley

The Modesto Area Partners in Science (MAPS) Program will host a presentation entitled *Science in the Central Valley* with speaker Maria Pallavacini, the U.C. Merced Dean of Natural Sciences, on Friday, November 19, at 7:30 p.m. in Forum 110. This is a free public event.

MJC Young Farmers
Holiday Auction

The MJC Agriculture Department will hold the annual MJC Young Farmers Holiday Auction on Thursday, December 9 in the Agriculture Complex on East Campus. The Auction proceeds benefit the MJC Young Farmers programs and activities. The Auction preview begins at 5:00 p.m., with the live auction beginning at 6:00 p.m. in the Ag Shop.

California Performance
Review Commission

Interim Chancellor Jim Williams reported that the California Performance Review (CPR) Commission met on October 20, 2004 and adopted its final recommendations, rejecting a recommendation to eliminate the Community College Board of Governors. The Commission also rejected the CPR team's recommendation to establish a Secretary of Education and Workforce Development, which would oversee the Chancellor's Office. Dr. Williams stated that YCCD's Legislative Affairs Committee of the Board recommended that rather than issuing a resolution after the fact, that the Board of Trustees issue a statement of support for the Commission's decision. Dr. Williams said he had communicated to the State Chancellor's Office that the Board of Trustees of the Yosemite Community College District supports the decisions of the California Performance Review Commission.

15,002
Presentations/Updates

Bond Measure E Update

Interim Chancellor Williams reported that voters had approved Measure E. He commented on how significant this victory is for the District. He said that although all the funds needed for a really strong advocacy campaign were not raised, all the hard work was successful. Dr. Williams stated that many people had doubts about the passage of the bond measure. He thanked the college presidents and their respective teams, trustees and Central Services staff for their hard work. Dr. Williams said he believed this was the largest of eleven bonds passed in the State of California. Nick Stavrianoudakis, Director of External Affairs, reported that Measure E had an overall passing rate of 60% in Stanislaus, Calaveras, Merced, San Joaquin and Tuolumne Counties. He pointed out that these are unofficial results and said that the official report will be made in late November or early December, then presented to the Board of Trustees for certification. That certification triggers a 60-day requirement during which an oversight citizens committee needs to be established. The committee make-up requires at least seven members representing different groups. Mr. Stavrianoudakis indicated that Executive Vice Chancellor Teresa Scott will soon be meeting with bond underwriters and counsel to determine cash needs and a timeline for the bond issuance.

Trustees commended Mr. Stavrianoudakis for his hard work. Trustee Neumann also specifically commended Interim Chancellor Williams for making the right decision for the District and change bond consultants to one that was more enthusiastic and energetic.

Trustee DeMartini was interested in how each county voted. Mr. Stavrianoudakis stated that unofficially the votes were as follows:

- ❖ Stanislaus - 61.8%
- ❖ Calaveras - 56.5%
- ❖ Tuolumne - 55.5%
- ❖ Merced - 52.1%
- ❖ San Joaquin – 52%
- ❖ Santa Clara – no count yet

Trustee Rojas also commended the work done by all staff. Trustee Dean recognized the support from the community which she said indicated they want the colleges to continue doing a good job.

Board Chair Schrimp stated that she had received a very complimentary letter from the Superintendent of Schools of Tuolumne County commending Trustee Dean and Dr. Riggs for their work on the bond campaign. Chair Schrimp thanked everyone that helped in any way. She said it was that teamwork effort that helped pass the bond.

CampusWorks

Interim Chancellor Williams reported that in recent weeks major issues had surfaced regarding CampusWorks (CWI) and Datatel. In response to these issues, he said CampusWorks has deployed a team of experts from the corporate office to investigate these issues and develop an accelerated action plan.

CampusWorks representative Joan Day said she hoped to represent the solution to the concerns recently presented to CWI. Ms. Day said that once they were notified that there were severe registration performance issues, CWI put together a response team. They have conducted staff interviews and are moving forward to improve performance. She assured the Board that CWI and Datatel are providing their best resources and are already seeing results. She indicated that there are bugs in the system that need to be resolved. She said they also have enlisted other Oracle clients that have similar systems to assist.

Louise Miller-Finn, a second member of the CWI team, shared some history of the process of moving from the DSK system to the new Datatel software. She reported that CWI staff came in and worked side by side with YCCD staff. They began by leading the District through the RFP (Request for Proposals) process and helped define the requirements needed (over 3000) for this project. Three vendors were identified: People Soft, Banner and Datatel. Initially the colleges were divided on which software to chose, and finally decided on the Datatel system with Oracle as the database. CWI then assessed the District's IT environment. A helpdesk was created, reengineered the data center to receive the new systems, incorporated best practices in IT and implemented a disaster recovery plan and site in Sierra Hall. Cross-functional teams were developed to help educate

everyone on how each unit handled data. Ms. Miller-Finn said staff worked hard and successfully carried out one of the best data conversions CWI has seen. As a result, the financial system was deployed in July of 2003 under the leadership of Deborah Campbell. They were able to immediately go live with online purchase orders and then deployed electronic approvals for those purchase orders. She pointed out that many colleges that have Datatel in place today have not had the success YCCD has attained. The Payroll/HR system went online for the first payroll of 2004. This was done under the leadership of Sandy Mesenhimer and Erika Hatfield. She said that there are issues still to be resolved, but that is normal, and they continue to work on those. The student system went live during the summer of 2004, new web interfaces were deployed, including the Pirates Net and Connect Columbia, and a student hotline. Ms. Miller-Finn said no performance problems were experienced until fall registration when students returned in greater numbers. CWI has compiled a list of things that need to be addressed and are prioritizing that list. Ms. Miller-Finn concluded by saying that it has been a long hard road that has seen the successful implementation of the financial module and the HR/Payroll module. She added that the student module has had success, and is not a failure as the Board might believe. She said that with each semester they will improve more and more, and will evolve much the same way that the DSK system did.

In summation, Ms. Joan Day stated that the performance of the system and CWI's response time has been unacceptable, and that CWI should have recognized that early in the fall and should have started corrective action at that time. She stated that the CWI team is here to do that. Some of the performance issues will be taken care of immediately with completion by the middle of January. Ms. Day pointed out that there are some Oracle/Datatel bugs which the Datatel team will work on, as well as provide training. She said that they have compiled a list of items to address, with the performance issues at the top of the list. The last item on their list is the transition plan development which is usually done in the last year of a contract. Ms. Day stated that a proposal has been made to the District for an accelerated resource allocation, wherein additional resources will be put in place for a shorter period of time, at no extra cost to the District. She said that they will continue to work with Datatel and do what is needed to get the job done. She recommended that the consulting team report to an oversight committee and suggested the committee be comprised of the college presidents, Executive Vice Chancellor Scott, and anyone else the Board deems appropriate. Ms. Day assured the Board that CWI is allocating the resources necessary, they are accountable, and are putting their best experts on campus. It is CWI's and Datatel's goal to make YCCD a model Datatel/Oracle operation in California. Ms. Day said she hoped that the Board would make the right decision and allow them to go forward with their proposal.

Susie Agostini, Dean of Admissions and Matriculation, stated that she was surprised to hear that set up problems had occurred, and that implied that college teams were not doing their jobs. Dean Agostini said that assumption is unacceptable because staff have worked extremely hard for the last year and a half. She said training was not provided to them, rather, they were provided information about the systems and were given alternatives on how to set up a single database at a multi campus system. Dean Agostini indicated that their expectation of the new system had been much higher than what the new system provided. She said they expected the system to be fully automated like the old DSK system.

Trustee Dean assured Ms. Agostini that trustees had only heard good things about staff's efforts. Trustee DeMartini stated that Dean Agostini's comments reflect what she had heard. She was perplexed as to how things got so bad, and she asked to hear any other comments from the audience. Trustee Rojas said that he heard that the major problem was lack of communication. He said if staff had not complained, the Board would have been ignorant about the problems. Ms. Day said she agreed with everything said, and she did not want anyone to think that anything was done incorrectly by the college staff. She suggested that staff are doing a lot of extra work because the system is not working properly. She reiterated that there had been a breakdown in communication and it was CWI's fault. It was their responsibility to manage the vendor throughout the implementation process. They want to rectify the problem and Ms. Day asked that the Board allow them to do that. She said the vendor needs to address the software issues, and CWI needs to address the communication and vendor management issues.

Trustee Neumann said he wanted to concentrate on resolving the issue of low morale which has existed for over a year. He said he expected CWI to manage the vendors throughout the process. He now wanted to know if CWI would be able to go from managing the project to operating as a consultant only. Ms. Day stated that they would be able to work in the capacity that the Board saw most appropriate. She repeated that CWI's goal is to leave the District in the best possible shape.

Trustees Flores and Schrimp asked about an accountability plan and how many resource people would be working on the project. Ms. Day explained that a proposal has been made to add resources and accelerate the process to finish the project by the end of February as opposed to the end of June.

Some students shared specific problems they have encountered while trying to register for classes. Some faculty voiced their concerns with the lack of adequate training, the difficulty in accessing the system, and the consultant fees.

Chair Schrimp said that many negative things had been voiced, and explained that the Board wanted CWI to hear the frustration

staff were going through. She thanked Ms. Day, Ms. Miller-Finn, and Mr. Hemsteger for their presentation and professionalism.

Student Trustee Cerritos commented that she had concerns with CWI's departure in February. She felt they should stay through the semester to see the whole registration process through. Executive Vice Chancellor Scott explained that the Board of Trustees had asked CWI for a plan of departure earlier than June. She said the original agreement ends in June. Trustee Hallinan commented that if CWI serves in a lesser capacity that their fee should be lower as well. Chair Schrimp stated that CWI fees will be discussed under the purchase orders section of the Consent Agenda.

Columbia Family Services Presentation

Adrienne Webster, Child Care Center Manager, thanked the Board of Trustees for their work and support of Measure E. She said passage of the bond will provide the family services area at Columbia College the opportunity to serve the campus and community in new ways. Ms. Webster distributed handouts and presented information regarding Family Services at Columbia College focusing on Foster Care and Kinship Care Education which serves Mariposa, Tuolumne and Calaveras Counties. She also shared a letter from a foster parent expressing the valuable information that is provided by this program.

Trustees thanked Ms. Webster for her report.

Diversity Hiring and Excellence

Interim Chancellor Williams reported that recruitment efforts are underway to fill many of the vacant faculty and staff positions created by the recent golden handshake. This is an appropriate time for the District to review and update its diversity profile and share some recruitment strategies.

Venesse Metcalf's, Director of Human Resources, report focused on the number of new hires during the last fiscal year and the recruitment plans for the next academic year. She reported that the primary goal of YCCD's EEO hiring program is to increase the employment and retention of historically underrepresented group members including women, minorities, and disabled in all levels of District employment. Ms. Metcalf shared hiring highlights from the fall 2003 and an overview of new hires during the period of September 2003 and August 2004. Handout information included a breakdown of District staff by site for the 2003-2004 academic year and compared it to the 2002-2003 figures. Ms. Metcalf stated that Human Resources is preparing for faculty recruitment for the upcoming year. It has not been determined how many faculty positions will be filled. She said that to date only 17 vacancies are confirmed. Recruitment plans include participating in two statewide job fairs, one in Los Angeles and the other in San Francisco. Advertising will continue in the Chronicle of Higher Ed, the EEO Registry, the Community College Times, the YCCD website job line, discipline-specific publications, publications specific to underrepresented groups, letters to career centers, etc. Ms. Metcalf added that

part of the recruitment process also will be to provide relocation information to potential applications. She said they will continue to provide candidate travel reimbursement for academic and administrative positions.

Ms. Metcalf provided overall information of the number on ethnic minorities currently working at the District. Trustee Hallinan asked to see that information broken down by ethnic group. Trustee Rojas commended Ms. Metcalf for her efforts. Trustee Flores expressed her disappointment with the numbers and said she hopes the District continues to work toward getting our faculty and staff to represent the students we serve.

Diane Wirth, Interim Vice Chancellor for Human Resources, reported that Human Resources is sensitive to the number of new hires that will need to be recruited and to the responsibility of the search committees. Ms. Wirth said she was currently working on presentations that will be provided to employees so that search committee members are well prepared. Ms. Wirth provided the Board of Trustees a PowerPoint presentation on the District's diversity profile and the recruitment strategies.

Interim MJC President Scroggins asked what extra recruiting efforts were being made to attract diverse pools of applicants. Ms. Wirth said that the Director of Human Resources would be attending statewide job fairs. Ms. Metcalf added that, in addition to the California job fairs, she is planning to visit colleges and universities in the Georgia/Alabama area and provide those institutions with a list of our anticipated openings. She and George Railey, Interim Vice Chancellor for Educational Services, also will be attending the State Farm Bayou Classic Job Faire in New Orleans. Trustee Rojas asked if any of the conferences they attend focus on Hispanic candidates. Ms. Metcalf responded that the institutions they visit serve very diverse populations. Trustee Rojas also asked about our colleges' retention rates. Ms. Metcalf indicated that although we have a good retention rate, there is much more we can do. She said the college presidents could give a better answer to this question. She said that there have been mentoring efforts for new faculty. Dr. Scroggins said that extra efforts have been made in the orientation process, with the help of the Academic Senates, to help new faculty adjust to the college and community environments.

Trustee DeMartini left the meeting at approximately 8:15 p.m.

Dr. Stephen Stroud, Faculty Consultant to the Board, reminded everyone that under Title V faculty are responsible for hiring faculty. He said he hopes Interim Vice Chancellor Wirth will work with the Academic Senate as those presentations for the screening committees are developed.

Trustees thanked them for their reports.

Alpha Gamma Sigma

Dr. Scroggins reported that Alpha Gamma Sigma (AGS) Upsilon Chapter has been active at Modesto Junior College since 1932. AGS is a statewide community college honor society dedicated to fostering academic excellence, training leaders and nurturing a sense of community through service to others. Jacqueline Faris, MJC Mathematics Instructor and AGS advisor, provided an update and discussed future AGS activities. She stated that in October, AGS held its 2nd annual "Pucker for the Porker" scholarship fundraiser. Last year \$1,336 was raised. Gary Whitfield, MJC Business Manager, earned the honor of kissing a pig. This year \$1,600 was raised, and Nick Stavrianoudakis earned the honor. An MJC Student and Alpha Gamma Sigma scholarship recipient thanked the trustees for their continued support of the honor society.

ACTION ITEMS

Consent Agenda
15,003
Purchase Orders/
Acceptance of Gifts

A motion was made by Trustee Hallinan, seconded by Trustee Dean, that the Board of Trustees approve the purchase orders issued from September 1, 2004 through September 30, 2004, with the exception of the purchase order to CampusWorks, and to accept with appreciation the following gifts.

- a. Refrigerator from Jerry Hodge, to be used in the Biology area at Columbia College.
- b. Sixty-seven (67) live rats from Mark and Gloria Popp, to be used in the Anatomy Laboratory at Columbia College.
- c. A frame machine from Sierra Motors, to be used in the Automotive Technology program at Columbia College.
- d. A 1998 Toyota Tacoma from Charles Weber Institute, to be used in the Automotive Technology program at Columbia College.
- e. A 2000 Chevrolet Cavalier and 1998 Cadillac Catera from General Motors Corporation, to be used in the Automotive Technology program at Columbia College.

The motion carried with a vote of 5 ayes (Dean, Flores, Hallinan, Rojas, Schrimp), and 1 abstention (Neumann),

Trustee DeMartini returned to the meeting at approximately 8:25 p.m.

15,004
Purchase Order to
CampusWorks

Discussion focused on how to proceed with payment of CampusWorks consulting fees. Chair Schrimp recommended that the monthly payment be made and brought up to date. Executive Vice Chancellor Scott asked for direction from the Board as to how they want her to proceed with regard to the contract with CWI. She asked whether the Board wanted to renegotiate to expedite the software implementation or maintain the current contract that ends June 30, 2005. Trustee Hallinan said that if there is going to be renegotiation, fee payments should be put on hold. Some trustees voiced their concern with being penalized if fees that are now due are not paid.

Ms. Scott suggested that they proceed with the accelerated plan so that additional resources are brought in to fix the performance issues immediately. Trustee DeMartini recommended that the October payment be made, move forward with the accelerated plan, and that an update report be provided at the December meeting. Chair Schrimp added a monthly report be provided on accomplishments, work in process, and what is yet to be done. Trustee Neumann added that a monthly report also be provided by the oversight committee.

A motion was made by Trustee Dean, seconded by Trustee DeMartini, that the Board of Trustees:

- a. Approve payment of consultant fees on a monthly basis,
- b. Approve the start of an accelerated plan of the software implementation,
- c. Receive a monthly status report from the oversight committee, and
- d. Receive a monthly status report from CWI representatives which includes accomplishments and what is yet to be done.

The motion carried with a vote of 6 ayes (Dean, DeMartini, Flores, Neumann, Rojas, Schrimp) and 1 no (Hallinan).

Student Trustee Cerritos asked that she go on record as expressing her strong concerns with terminating the contract with CWI and accelerating the software implementation process to the end of February. She said that was a bad decision. She said the contract should go through at least to the end of the semester. Chair Schrimp explained that the Board hopes that by February the District's IT unit will be able to carry on on their own and a new CISO will be in place. Ms. Cerritos said she understood their decision but still had concerns.

15,005
Personnel Items

A motion was made by Trustee Hallinan seconded by Trustee Neumann, that the Board of Trustees take the following actions on the personnel items:

Trustee DeMartini said she was surprised that there was no discussion about the Central Services – Fiscal Services reorganization. Interim Chancellor Williams prefaced further discussion by saying that shortly after being appointed to the Chancellor position, the Board asked that he work on a reorganization plan for Central Services and staff have been working hard on this task. He stated that the Fiscal Services reorganization is the first part of that effort. He added that in January the Board will hear from Interim Vice Chancellor Wirth with a Human Resources reorganization plan. Trustee Rojas stated he had met previously with Ms. Scott and was satisfied with her explanation of the changes which would bring equity across the board. Ms. Scott stated that this reorganization brings modest savings by not filling a couple of positions, recommending promotions for some positions, and moving one position from Human Resources to Payroll. Dr. Scroggins added

that he has worked with Ms. Scott on how these changes impact MJC. He said the changes align to serve MJC better and create a team approach that will make the services much more on point. Ms. Wirth also commented that she worked with Ms. Scott and the reorganization is equitable. Trustee DeMartini said she and Trustee Rojas had met with Ms. Scott who gave them a clear explanation of the changes. However, Trustee DeMartini said she is distressed that whenever there is a reorganization everyone gets a raise. Chair Schrimp stated that many times people are asked to take on additional jobs, thus, justifying raises. Dr. Scroggins added that as the organization grows, so does the scope of responsibility.

The motion was on the floor recommending the following actions be taken:

- | | |
|--|--|
| Richard Zoerner | Approve the appointment of Richard Zoerner to the position of Operations and Infrastructure Manager, Information Technology, YCCD, effective November 1, 2004. |
| Tammy White | Approve the probationary appointment of Tammy White to the position of Instructional Materials Center Coordinator, Columbia College, effective November 1, 2004. |
| Tiffnie Akiona | Approve the probationary appointment of Tiffnie Akiona to the position of Human Resources Assistant, Yosemite Community College District, effective November 1, 2004. |
| Terrie Purto | Approve the probationary appointment of Terrie Purto to Financial Aid Technician II, Financial Aid, Modesto Junior College, effective November 8, 2004. |
| Diane Warren | Approve the probationary appointment of Diane Warren to Financial Aid Technician II, Financial Aid, Modesto Junior College, effective November 22, 2004. |
| Jennifer McQuilliams | Approve the probationary appointment of Jennifer McQuilliams to Secretary II, Student Services, Modesto Junior College, effective November 8, 2004. |
| Samuel Touma | Approve the probationary appointment of Samuel Touma to the Financial Aid Technician I, Financial Aid, Modesto Junior College, effective November 1, 2004, contingent upon funding. |
| Central Services
Reorganization – Fiscal and
Administrative Services | <p>Approve the following actions effective December 1, 2004.</p> <p>A. Eliminate the following management and classified positions in Fiscal Services, Purchasing, Payroll/Human Resources, and Accounts Payable:</p> <ol style="list-style-type: none"> 1. Business Manager, MJC (management salary range 36) 2. Controller (management salary range 38) 3. Fiscal Services Supervisor (management salary range 20) 4. Purchasing Supervisor (management salary range 17) 5. Human Resources Technician (management salary range 12) |

6. Payroll Technician III (classified salary range 25)
7. Payroll Technician II (classified salary range 22) - two positions
8. Account Technician I (classified salary Range 19)

B. Create the following management and classified positions:

1. Chief Operations Officer, MJC (management salary range 43)
2. Sr. Fiscal Operations Director/Controller (management salary range 43)
3. Accountant, MJC (management salary range 24)
4. Purchasing Manager (management salary range 19)
5. Payroll/Human Resources Coordinator (management salary range 15)
6. Payroll Operations Coordinator (management salary range 15)
7. Buyer III, Purchasing (classified salary range 23)
8. Payroll Analyst II (classified salary range 25) - three positions
9. Payroll Analyst I (classified salary range 20)

C. Appoint the following staff, currently employed in the affected positions, to the new assignments:

1. Gary Whitfield to Chief Operations Officer, MJC
2. Deborah Campbell to Senior Fiscal Operations Director/Controller
3. Teresa Rule to Accountant, MJC
4. Howard Coit to Purchasing Manager
5. Erika Hatfield, Payroll/Human Resources Coordinator
6. Lisa Standridge, Payroll Operations Coordinator
7. Kristin Hogan to Buyer III, Purchasing
8. Jacquelyn Dominguez, Payroll Analyst II
9. Teresa Hernandez, Payroll Analyst II

Reorganization – Classified
Manuel Vargas

Approve the following actions effective July 1, 2004:

- a. Abolish the classified position of Instructional Assistant I (45%), Learning Resources, classified salary range 12.
- b. Create the position of Laboratory Assistant I (45%), Learning Resources, classified salary range 22.
- c. Appoint Manuel Vargas, currently employed in the affected position, to the new classified assignment.

Steven D’Orsay

Approve the probationary appointment of Steven D’Orsay, Grounds Maintenance II, Facilities Operations, Columbia College, effective November 15, 2004.

Patricia Cavanagh

Approve the resignation of Patricia Cavanagh, Dispatcher, Campus Security, YCCD, effective September 30, 2004.

Kimberly Kendrick

Accept the resignation of Kimberly Kendrick, Secretary III, Science, Mathematics, and Engineering, Modesto Junior College, effective October 29, 2004.

Denise Godbout-Avant	Accept the resignation of Denise Godbout-Avant, Program Coordinator/ Museum Tech III, Great Valley Museum, Science, Mathematics & Engineering, Modesto Junior College, effective January 4, 2005.
Jennifer Tinney	Accept the resignation of Jennifer Tinney, Support Staff III, Literature & Language Arts, Modesto Junior College, effective November 12, 2004.
Jean Volz	Approve the termination of probationary employment of Jean Volz, Permit Processing Technician II, Allied Health/Family & Consumer Sciences, Modesto Junior College, effective November 1, 2004.
Sheila Johnson	Approve the termination of probationary employment of Sheila Johnson, Support Staff II, Health Services, Modesto Junior College, effective September 30, 2004.
Michael Akard	Approve the reassignment of Michael Akard, Instructor, from Computer Lab Coordinator, Library to Speech Instructor, Arts, Humanities & Communications, Modesto Junior College, effective Fall 2003.
Julie Berg	Approve an extension in work year from 11 to 12 months for Julie Berg, Media Scheduler II, Media Services, Modesto Junior College, effective with the 2004-2005 fiscal year.
Monika Schortner	Approve a temporary increase in assignment from Monika Schortner, Program Representative I, 50% to 100% (10 month employee) Student Development & Campus Life, Modesto Junior College, effective September 30 to October 31, 2004.
Justin Spurlock	Approve the temporary increase in assignment for Justin Spurlock, Instructional Assistant (50%), Media Services, Modesto Junior College, up to 100% (to allow for up to 50% for the out-of-class/interim assignment of Multimedia Specialist), as needed, from September 20, 2004 to June 30, 2005.
Justin Rucobo	Approve a temporary increase in assignment for Justin Rucobo, Instructional Aid, Culinary Arts/Family & Consumer Sciences, Modesto Junior College, not to exceed 24 hours, August 30, 2004 to May 1, 2005.
Rhonda Kelly	Approve the temporary increase in assignment for Rhonda Kelly, Instructional Aid, Culinary Arts/Family & Consumer Sciences, Modesto Junior College, not to exceed 24 hours, August 30, 2004 to May 1, 2005.
David Boone	Approve the voluntary reduction in assignment from 100% to 0% for David Boone, Instructional Assistant II, Technical Education, Modesto Junior College, effective January 10, 2005 to April 30, 2005.

Wilbert J. Murphy Approve the voluntary demotion of Wilbert J. Murphy, from Campus Security Officer I (100%) to Campus Security Dispatcher, (100%), YCCD, effective November 15, 2004.

Linda Baker Approve a lateral transfer for Linda Baker, Support Staff II, from Learning Support Services to Vocational Education, Columbia College, effective October 25, 2004.

Micaela Gonzalez-Redding Approve the request of a voluntary demotion for Micaela Gonzalez-Redding from Campus Security Lead Officer to Campus Security Officer I, YCCD, effective October 15, 2004.

Short-term Appointees Approve the list of short-term appointees in accordance with recently adopted state law (AB500-Goldberg).

The motion approving the personnel items carried with a vote of 7-0.

Discussion Items

15,006
MJC Summer Term 2005

Interim MJC President Scroggins requested that the Board expand the length of the MJC Summer 2005 term to be structured for 15 weeks, the beginning date should commence on May 9, 2005 and not May 16, 2005 as previously approved by the Board of Trustees.

A motion was made by Trustee Flores, seconded by Trustee Dean, that the Board of Trustees approve the Summer 2005 term with a starting date of May 9, 2005 for Modesto Junior College.

The motion carried with a vote of 7-0.

15,007
Thai Study Program

Dr. Scroggins reported that MJC is seeking Board approval of the "Thai Study Program" for summer 2005, a replication of this summer's program. The seven-week learning community course cluster will begin on the MJC campus on June 13, 2005 for two academic weeks and thereafter will take place at First Global Community College in Nong Khai, Thailand, from July 6 to July 30, 2005. The last week for the program will be on the MJC campus from August 1 until August 4, 2005.

A motion was made by Trustee Rojas, seconded by Trustee Neumann, that the Board of Trustees approve the study abroad program to Northeastern Thailand for Summer 2005 for Modesto Junior College.

The motion carried with a vote of 6 ayes (DeMartini, Flores, Hallinan, Neumann, Rojas, Schrimp) and 1 no (Dean).

15,008
Quarterly Report on the
District's Financial
Condition

Executive Vice Chancellor Scott reported that consistent with prevailing fiscal practices and in compliance with current statute, staff prepared the quarterly statement of the District's financial condition for the quarter ended September 30, 2004. Ms. Scott formally presented the report and added that with the passage of Measure E, an amended budget would be brought back to the Board as soon as she knows when the \$15 million debt can be

paid. As required by law, the Board of Trustees held a public hearing to review the report. As there were no comments from the public, the hearing was closed.

A motion was made by Trustee Neumann, seconded by Trustee Flores, that the Board of Trustees direct staff to submit a copy of the required report to the County Superintendent of Schools and the California Community Colleges Chancellor's Office.

The motion carried with a vote of 7-0.

15,009
2005 Summer Calendar

Interim Chancellor Williams reported that for a number of years, the colleges of the Yosemite Community College District have employed a 4/10 workweek during the summer months. This calendar is energy efficient and also allows human resources to be used more wisely. Until our summer sessions grow large enough to require the use of facilities on Fridays and Saturdays, the condensed workweek is preferred. Dr. Williams said this item was discussed at last month's District Council meeting. He said that both college presidents saw no problem. Mr. Jeff Swank, CSEA President Chapter 420, indicated that some classified staff are not happy with the 4/10 workweek, but others see no problem.

A motion was made by Trustee Rojas, seconded by Trustee Hallinan, that the Board of Trustees authorize the use of the 4/10 workweek for the period of May 2, 2005 through August 19, 2005.

The motion carried with a vote of 7-0.

15,010
Child Care Center – Agency
Annual Report/
Child Care Center Parent
Handbook

It was reported that the California Department of Education, Child Development Division (CDD) requires grantees to conduct a self-review and submit the results annually. In 2003 the CDD added the requirement that the results of the self-review, the agency annual report be approved by the program's governing board. The report was previously provided to the Board for their review and is submitted for approval. **(Report #2139)**

It also was reported that funding terms and conditions set forth by the California Department of Education, Child Development Division (CDD), require the Child Care Center to gain board approval of parent policies. The Child Care Center was reviewed for compliance by CDD in April of 2004. At that time, it was recommended that the Center update parent policies to be in full compliance with funding terms and conditions. The Child Care Center managers at both Colleges have worked together to create uniform parent policies wherever possible. Copies of the handbook were previously provided to the Board for their review. **(Report #2140)**

A motion was made by Trustee Hallinan, seconded by Trustee Rojas, that the Board of Trustees approve the Agency Annual Report submitted to the California Department of Education by

the Yosemite Community College District – Columbia College, completed May 20, 2004 and also approve the Columbia College/MJC Child Care Center Parent Handbook.

The motion carried with a vote of 7-0.

15,011
Strategic Conversation

Interim Chancellor Williams explained that Strategic Conversations are designed to help the Board of Trustees, District and campus administrators connect in a positive way with faculty, staff, and the public. This process leads to a better understanding of issues, a higher degree of support for decisions, and a stronger commitment to the organization by faculty, staff, and the public. Dr. Williams added that a Strategic Conversation helps the Board to thoughtfully examine why it is making the policy decisions it makes, while connecting and involving all players affected by those decisions in a positive and meaningful way. He recommended that trustees begin with one strategic conversation at each college.

A motion was made by Trustee Neumann, seconded by Trustee DeMartini, that the Board of Trustees schedule a minimum of one Strategic Conversation per academic year at Columbia College and Modesto Junior College, and direct staff to coordinate scheduling logistics.

The motion carried with a vote of 7-0.

15,012
Board Policy 3740 – First
Reading

Interim Chancellor Williams reported that with the passage of Measure E, the Community College League of California Board Policy & Administrative Procedure Service recommends that one of the next steps after the passage of our bond measure is to adopt YCCD Board Policy 3740 (Citizens' Oversight Committee), to establish a committee that will inform the public of the progress of the Measure E bond expenditures and ensure that revenues are expended for the described purposes. Dr. Williams stated that at the December Board meeting the Board of Trustees will articulate the process for selecting the oversight committee.

A motion was made by Trustee Neumann, seconded by Trustee Flores, that the Board of Trustees review the proposed YCCD Board Policy 3740 and conduct a first reading.

The motion carried with a vote of 7-0.

COMMENTS

15,013
Comments from the Board
of Trustees

Trustees Dean and Neumann commended trustees for their hard work on the Bond effort.

Trustee Rojas invited trustees as his guests to the Turlock Annual Salvation Army Kettle Kickoff on November 16.

Trustee DeMartini expressed her appreciation to Dorothy Scully for inviting her to speak to YFA. She strongly encouraged trustees to attend when they are invited. She stated that is was

a positive experience that allowed faculty to ask her questions, and for her to share with them the type of trustee she wants to be. Trustee Dean stated that she was extended a similar invitation and concurred with Mrs. DeMartini about the positive experience.

15,014
Adjournment

The meeting adjourned at 9:00 p.m. Chair Schrimp asked everyone to note the location of the December meeting. Columbia College will host that meeting. Ms. Schrimp stated that the next regular meeting of the Board of Trustees will be held on Wednesday, December 8. Closed session will begin at 3:30 p.m. and open session at 5:30 p.m. at Columbia College. Prior to the meeting, Trustees will meet at about 1:00 p.m. at the Calaveras Center, located at the Glory Hole Center in Angels Camp, for a tour of the Center and lunch.

Delsie Schrimp, Chair
YCCD Board of Trustees

James H. Williams, Secretary
YCCD Board of Trustees