

MINUTES
YOSEMITE COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES
FIVE HUNDRED EIGHTY-NINTH REGULAR MEETING
March 12, 2014

The meeting was called to order by Chair Lynn Martin at 3:30 p.m.

PUBLIC COMMENTS There were no comments from the public.

Trustees adjourned to Closed Session for the purpose of discussing the following Closed Session Agenda items:

CLOSED SESSION AGENDA:

- Discussion:
1. Pursuant to G. C. Section 54957
Discipline/Dismissal/Release/Appointment
 2. Pursuant to G. C. Section 54957.6 - Conference with Labor Negotiators
Employee Organizations: CSEA, YFA
 3. Pursuant to G.C. Section 54956.8 Property Negotiator
Conference with Real Property Negotiator (Stanislaus APN: 089-019-015,
089-019-016, 089-019-017, 089-019-018, 081-022-010.)

The Board of Trustees reconvened to Open Session at 5:34 p.m. in the Dogwood Forum.

The Pledge of Allegiance to the Flag preceded formal Board action.

Board Members Present Lynn Martin, Board Chair
Don Viss, Vice Chair
Linda Flores
Anne DeMartini
Mike Riley
Abe Rojas
Aiko Gonzalez, Student Trustee

Board Members Absent Tom Hallinan

Others Present J. Smith, T. Scott, V. Simmons, M. Gang, J. Stearns,
A. Fairchilds, N. Stavrianoudakis, J. Todd, J. Leamy, B. Sinclair,
G. Whitfield, T. Nesmith, M. Colon, W. Hesse, D. Foletti, T. Kosin,
E. Bass, K. Keith, M. Shively, P. Fikse, K. Schultz, M. Adams, A. Alt,
G. Womble, H. Coit, A. Whitmer, P. Gonzalez, R. Martin,
M. Newton, D. Sunday, G. Molina, J. Mathies (Recorder).

Report Out From Closed Session There was no reported action from Closed Session.

Swearing in of New Student Trustee Chancellor Smith administered the Oath of Office to the newly elected Student Trustee Aiko Gonzalez.

Approval of Minutes

A motion was made by Trustee Rojas and seconded by Trustee Flores to approve the Minutes of the Regular Meeting on February 12, 2014, and the Minutes of the Board Special Meeting on February 27, 2014.

Ayes: Trustees Martin, Viss, Flores, DeMartini, Riley and Rojas.
Absent: Trustee Hallinan

The motion carried with a vote of 6-0.

PUBLIC COMMENTS

There were no comments from the public.

**REPORTS &
INFORMATION ITEMS**

**Columbia College
Presentation – Distance
Education Summit**

Melissa Colon Distance Education Coordinator for Columbia College provided an update on the success of the Distance Education Summit held March 5 on the college campus. The informational and interactive summit provided a unique opportunity for faculty, staff, and administration in the YCCD to openly discuss the state of Columbia College's distance education offerings, state and national trends in distance education, and best practices. The presentation highlighted comments from the summit's special guest speakers Pat James-Hanz, retired Dean of Library, Technology, and Distance Education at Mt. San Jacinto College, and Beth Smith, Academic Senate President for California Community Colleges.

Constituency Reports

Monthly Reports were given by the following:

Student Senate

Student Senate Activity Reports
(ASMJC President Andrew Campbell for MJC and
ASCC President Matt Chrisman for Columbia College)

Yosemite Faculty
Association

Yosemite Faculty Association
(YFA representative Gene Womble)

California Schools
Employee Association

California Schools Employee Association
(CSEA representative Wendy Hesse)

Faculty Representative to
the Board

Faculty Representative to the Board
(Brian Sinclair)

Academic Senate

Academic Senate
(MJCAS President James Todd, and CCAS President John Leamy)

Leadership Team
Advisory Council

Leadership Team Advisory Council
(LTAC representative Anneka Rogers)

**Activities and
Announcements
Columbia College**

President Angela Fairchilds called the Board's attention to the following Columbia College activities and announcements described in the March Board Agenda:

1. Columbia College Faculty Mixer

2. Foundation Kicks Off Lecture Series with an Overview of Foothill Water
3. 184 Students on Columbia College President's List
4. Habits of Mind
5. Columbia College Debaters Take Gold at Kevin Twoly Memorial Tournament

Modesto Junior College

President Jill Stearns called the Board's attention to the following MJC activities and announcements described in the March Board Agenda:

1. MJC Teams Up with Gallo Center to Present "Our Town"
2. MAPS Offer Immune Activation in Autism Presentation
3. 30th Annual Hispanic Education Conference
4. Music Department Offers Spring Performances
5. Celebration of the Humanities
6. MJC Hosts Ag Field Day
7. New Student Saturdays Help Enroll High School Seniors

Yosemite Community College District

Financial Aid 101: A Summary of Changes to Grants, Loans, State, Federal and Other Institutional Aid

Chancellor Smith introduced a presentation "Financial Aid 101: A Summary of Changes to Grants, Loans, State, Federal and Other Institutional Aid" - In January of 2014 the Association of Community College Trustees (ACCT) received a report titled "FINANCIAL AID 101 – A Guide to Understanding Federal Aid Programs for Community College Trustees and Leaders." Peggy Fikse from MJC and Marnie Shively from Columbia, both Directors of Student Financial Services, presented the key facts of this report and how they pertain to each college. Topics of the presentation included Pell Grant funds received, Federal Direct Loans, Cohort Default Rates, Federal Work-Study, and State and Institutional aid.

Presentations/Updates

Chancellor's Update

Chancellor Smith welcomed the new Student Trustee Aiko Gonzalez and expressed appreciation to all the grant writers. She reported the date of the Staff Recognition Dinner on April 11, 2014.

Bond Update

Kitchell representative Mr. Mark Newton will provide the Board with an update on the progress of the Measure E Bond project – Columbia College Manzanita Building, and present the Expenditure Report.

Modesto Junior College: *North Hall:* The project is in construction. *Science Community Center/Great Valley Museum (GVM):* GVM is in construction. GVM Storage Building is out to bid.

Columbia College: *Manzanita Building Remodel:* The project is in the bidding phase.

Central Services: *Central Services Building:* The project is in design.

Current Modesto Junior College Projects

PROJECT	STATUS	START CONSTRUCTION
Infrastructure Increment II	Complete	February 2011
Science Community Center and GVM	GVM Under Construction	July 2010
Student Services	Closeout	April 2010
Library Learning Resource	Complete	September 2012
High Tech Center (North Hall)	Construction	September 2013
Career Transfer Center	Complete	May 2013

Current Columbia College Projects

Manzanita Building	Bidding	March 2014
Sequoia Building	Complete	August 2013
Redbud (MJC Funded)	Complete	March 2013
Roads Phase I	Complete	June 2013
Roads Phase II	DSA Review	May 2014
Secondary Effects (Tamarack)	Complete	November 2013

Current Central Services Projects

Primary Data Center	Commissioning	August 2012
Secondary Data Center	Commissioning	April 2013
Shipping and Receiving	Complete	August 2012
Central Services Building	Design Development Phase	Fall 2015

Current Educational Outreach Facilities

Calaveras	Design	Tbd
Oakdale	Property Search	Tbd
Turlock	CEQA Review	Tbd
Patterson	Design	Tbd

Definition of "Complete" for Facilities refers to "YCCD Occupancy."
 DSA = Division of State Architect.

ACTION ITEMS
Consent Agenda

Trustee DeMartini pulled for discussion Agenda item II.C.1. MJC Sabbatical Leave Requests. Trustee DeMartini suggested formal independent study at CSUS for credit, evidenced by transcript and participation as a member of a choir directed by one of the noted director mentors. Vice Chancellor of Human Resources Victoria Simmons made a correction to the Personnel Table, Agenda page 9, item II.D.1. Personnel Transaction Items, Cecelia Hudelson – start date is 8/1/14, not 7/1/14.

A motion was made by Trustee Rojas and seconded by Trustee DeMartini to approve Consent Items A through D with the inclusion of recommended revisions and a correction as noted above.

The motion carried with a vote of 6-0.

Fiscal Services
Purchase Orders

The Board of Trustees approved the purchase orders issued from January 1, 2014, through January 31, 2014.

Acceptance of Gifts

A recommendation is made that the Board accept with appreciation the following gift(s):

Donor	Gift	College	Program
Thomas F. Strother	Oil Painting on canvas "Thumbnail Garden" by artist Elizabeth C. "Betty" Strother	CC	Display at Columbia College
Bob Hornauer	Six boxes of Music Literature	CC	Music Program

**Consent Agenda,
Proposed Curriculum
Changes**

MJC Proposed Curriculum
Changes - 2013-2014
Academic Year

Per action of the Modesto Junior College Curriculum Committee, Modesto Junior College requested that the YCCD Board of Trustees approves the curricular changes attached to the Agenda. They will take effect with the beginning of the 2014-2015 academic year unless otherwise indicated. Changes will be reflected in the 2014-2015 MJC Catalog and Schedules of Classes. Changes that require CCCC approval will be implemented upon CCCC approval.

The Board of Trustees approved the Curriculum Changes Report additions, deletions, and modifications for Modesto Junior College as of the February 18, 2014, Curriculum meeting which was attached to the Agenda. **(See Report #2461)**

Columbia College
Proposed Curriculum
Changes - 2013-2014
Academic Year

The Board of Trustees approved the Curriculum Changes Report additions, deletions, and modifications for Columbia College for the report period of December 6, 2013, to February 13, 2014, which was attached to the Agenda **(See Report #2462)**

**Consent Agenda,
Sabbatical Leaves**

MJC Sabbatical Leave
Requests for 2014-2015
and 2015-2016

Modesto Junior College Sabbatical Leave Committee submitted a recommendation for 2014-2015 and 2015-2016 sabbatical leave recipients. The recommendation was reviewed and approved by the College President. The Education Code requires that employees who are granted sabbatical leaves post a bond in an amount equal to the salary received during the leave period, or enter into an agreement with the Board of Trustees for the proportional repayment of the amount received during leave if service is not provided to the District in an amount twice the length of the leave. **(Resolution No. 13-14/05.)**

The Board of Trustees approved the following 2014-2015 and 2015-2016 sabbatical leave requests:

Faculty Name	College	Fall Semester 2014	Spring Semester 2015	Fall Semester 2015	Spring Semester 2016
Michael Akard	MJC			yes	yes
Steve Amador	MJC	yes			

Faculty Name	College	Fall Semester 2014	Spring Semester 2015	Fall Semester 2015	Spring Semester 2016
Shelley Circle	MJC	yes			
Lawrence Duchscher	MJC		yes		
Sharon Llewellyn	MJC	yes	yes		
Emily Malsam	MJC	yes	yes		
Tom Nomof	MJC	yes			
Kurt Olson	MJC	yes	yes		
Chad Redwing	MJC	yes			
Richard Serros	MJC	yes	yes		
Mary Shea	MJC	yes	yes		

**Consent Agenda,
Personnel**

**Personnel Transaction
Items**

The Board of Trustees approved the following list of Personnel Transaction Items and commended retirees for their years of service.

PERSONAL TRANSACTION LIST

Name	Position	Department	Coll	Effective
Retirements:				
John Carter, 30 years of service	Professor of Music	Arts and Sciences	CC	5/31/14
William Kaiser, 14 years of service	Dean/Athletic Director	Physical, Recreation and Heath Education	MJC	7/1/14
Appointment - Classified Management:				
Albert Alt	Vice President	College Administrative Services	MJC	4/1/14
Probationary Appointment - Classified:				
Ashley Kennedy	Campus Security Officer	Campus Security	CC	3/13/14
Voluntary Retreat - Academic:				
Cecelia Hudelson	Professor of Geography	Business, Behavioral and Social Science	MJC	7/1/14 8/1/14
Resignation - Classified:				
Michael Guerra	Vice President of Support Services	Central Services	CS	6/29/14
Maureen Warren	Administrative Assistant	Allied Health/Family and Consumer Sciences	MJC	5/3/14

Short-Term Appointee List

The Board of Trustees approved the following list of short-term appointees, in accordance with state law (AB500-Goldberg).

Name	Classification	Department	Coll	Start Date	End Date
Seasonal - hired to cover high peak periods associated with the academic calendar such as registration, bookstore rush.					
Shirley Conner	Administrative Assistant	Community Education	MJC	3/13/14	6/26/14
Intermittent - creates pool of eligible employees available on an "on-call" basis. Typically used for critical areas such as security or to cover for mandated positions such as child care.					
Frank Andrews	Campus Security Officer	Campus Security	CC	4/1/14	6/30/14
Kristina Baker	Child Development Associate Teacher	Family Services	CC	3/13/14	6/30/14
Sara Carson	Bookstore Assistant	Bookstore	MJC	3/13/14	6/30/14
Yanet Casillas	Child Development Associate Teacher	Family Services	CC	3/13/14	6/30/14
Shauna Ginn	Child Development Associate Teacher	Family Services	CC	3/13/14	6/30/14
Brett Hendricks	Campus Security Officer	Campus Security	CC	4/1/14	6/30/14
Dena Herd	Child Development Associate Teacher	Family Services	CC	3/13/14	6/30/14
Jessica Holden	Child Development Associate Teacher	Family Services	CC	3/13/14	6/30/14
Patricia Magana	Bookstore Assistant	Bookstore	MJC	3/13/14	6/30/14
John R. Perez	Campus Security Officer	Campus Security	CC	4/1/14	6/30/14
Andrea Prado	Bookstore Assistant	Bookstore	MJC	3/13/14	6/30/14
Allyson Rasor	Child Development Associate Teacher	Family Services	CC	3/14/14	6/30/14
Michael S. Robert	Campus Security Officer	Campus Security	CC	4/1/14	6/30/14
Amanda Silva	Child Development Associate Teacher	Family Services	CC	3/13/14	6/30/14
Michael A. Turner	Campus Security Officer	Campus Security	CC	4/1/14	6/30/14
William Walton	Campus Security Officer	Campus Security	CC	4/1/14	6/30/14
Specially Funded or Temporary - appointments made in response to specially funded project and/or unexpected workload demand created by special projects or vacancies.					
LaKiesha R. McDonald	Program Technician	Technical Education and Workforce Development	MJC	3/17/14	6/30/14
Substitutes - temporary replacement in the same job classification as a classified employee on an approved leave of absence.					
Mark Meredith	Maintenance Technician	Facilities Operations	CS	3/13/14	5/15/14
Temporary Replacement for Vacant Classified Position - Maximum of 60 calendar days permitted only during recruitment process.					
Casey Morgan	Administrative Assistant	Counseling	MJC	3/5/14	6/30/14
Alice Giagou	Instructional Support Assistant	Library and Learning Center	MJC	3/13/14	4/9/14

Adjunct Faculty
Appointee List

The Board of Trustees approved the following list of adjunct faculty appointments for the Spring 2014 semester.

Name	Department	College	Effective
Kristen Akina	Literature and Language Arts	MJC	Spring 2014
Micki Archuleta	Literature and Language Arts	MJC	Spring 2014
Tatiana Khoubiar	Counseling	MJC	Spring 2014
Joe Nomellini	Counseling	MJC	Spring 2014
Emily Pack	Counseling	MJC	Spring 2014
Steven Vermouth	Literature and Language Arts	MJC	Spring 2014

Discussion Items

Board Policy

1st Reading

The following eleven (11) YCCD Board Policies were presented to the Board as a 1st Reading. The policies have gone through the review process used by the Policy and Procedures Committee, which includes constituency group review and feedback, and have been presented to District Council. Some of the policies have accompanying changes to administrative procedures which will become effective upon policy adoption.

Proposed Policy Revisions:

- 2345 – Public Participation at Board Meetings – Oral Communication
- 2350 – Speakers
- 3501 – Campus Security and Access
- 5140 – Disabled Students Programs and Services
- 7110 – Delegation of Authority for Personnel Actions
- 7120 – Recruitment and Hiring
- 7125 – Verification of Eligibility for Employment
- 7235 – Probationary Period: Classified Employees
- 7240 – Confidential Employees
- 7250 – Educational Administrators
- 7260 – Classified Supervisors and Managers

In addition, as existing YCCD Board Policy 2410 states, “procedures may be revised as deemed necessary by the Chancellor” and do not require Board action. Below is an additional procedure change, being provided to the Board as an informational item.

Proposed Administrative Procedure Revision:

- 6300 – Fiscal Management

Also, as stated in YCCD Board Policy 2410, “Non-substantive changes, such as updated Code references and external agency name changes, shall not require Board adoption.” Below are non-substantive changes, also provided as informational items.

Non-Substantive Changes:

- 3420 – Recruitment and Hiring
- 3500 – Campus Safety/Security
- 6300 – Fiscal Management
- 7100 – Commitment to Diversity
- 7310 – Nepotism
- 7700 – Whistleblower Protection

The Board of Trustees conducted a 1st Reading on YCCD Board Policies 2345, 2350, 3501, 5140, 7110, 7120, 7125, 7235, 7240, 7250, and 7260. The Board requested that Board Policies 2345 and 2350 be referred back to the Policy Committee to determine if changes are necessary. There was also a correction made to Board Policy 5140 that the Board received which will be reflected at next month's Board meeting. In addition to these policies a procedure revision was made to Administrative Procedure 6300 – Fiscal Management.

CCCT Board of
Directors Election -
2014

The Board of Trustees each completed a ballot indicating their preferences for the CCCT Board and forwarded the ballot to the Chancellor for compilation and directed the Chancellor to complete and submit a single Board ballot.

BOARD COMMENTS

Comments From the
Board of
Trustees

Trustee Flores reported she and Trustee DeMartini met with Faculty Representative to the Board Brian Sinclair. Trustee DeMartini reported she attended the Redevelopment Agency Committee meeting in Newman and Gustine, and the special Board meeting. She attended the tour of the student housing in Columbia and met with Faculty Representative to the Board Brian Sinclair. Trustee Don Viss reported attending the agenda review with the Chancellor, and he met with Columbia College President Angela Fairchilds. Trustee Rojas attended the Redevelopment Agency Committee meeting in Turlock and Hughson, the Distinguished Young Ladies Pageant in Turlock, the YCCD special Board meeting, the agenda review with the Chancellor, the African American Leaders Conference, and the demonstration in the science building of the dome in the planetarium. Trustee Riley reported he attended Great Conversations with Professor Redwing, the astronomy night at the science building, the special Board meeting, and the MJC Foundation Finance Committee meeting. Trustee Martin reported she met with Columbia College President Angela Fairchilds, she attended the special Board meeting, the Distance Ed meeting at Columbia College, the Special Olympics at Columbia College, the agenda review meeting with the Chancellor and the Lions' Club meeting. Student Trustee Aiko Gonzalez reported she met with ASMJC President Andrew Campbell and ASCC President Matt Chrisman to establish office hours to be available for students as their representative and to get the perspective of students.

The meeting adjourned at 7:18 p.m.

ANNOUNCEMENTS

The next regular meeting of the Board of Trustees will be held on Wednesday, April 9, 2014. Closed Session will begin at 3:30 p.m. Open Session begins at 5:30 p.m., in the Yosemite Community College District Board Room, 2201 Blue Gum Avenue, Modesto, California.

Lynn Martin, Chair
YCCD Board of Trustees

Joan E. Smith, Ed.D., Secretary
YCCD Board of Trustees