

AGENDA
YOSEMITE COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES
FOUR HUNDRED NINETY-EIGHTH REGULAR MEETING
August 9, 2006

3:30 P.M. Open Session - Call meeting to order in the YCCD Board Room, adjourn to closed session in YCCD Conference Room B

CLOSED SESSION AGENDA:

- Discussion:
1. Pursuant to G. C. Section 54957
Discipline/Dismissal/Release/Appointment
Columbia College Presidential Search
Appointment: Interim Chancellor
 2. Pursuant to G.C. Section 54956.8 – Property Negotiator
Conference with real property negotiators
 3. Pursuant to G. C. Section 54957.6 - Conference with Labor Negotiators
District Representatives: T. Scott, D. Wirth
Employee Organizations: CSEA & YFA

5:30 P.M. - Reconvene to open 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 per topic.

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 per topic.

Other guidelines may apply. See Board Policies #7345 and #7346.

Televised Meetings: Board meetings are televised on the two Fridays immediately following the meeting on Modesto Channel 96 or Channel 2 in greater Stanislaus County, from noon – 3:00 p.m.

Video Streams: Video streams occur on the two Fridays following the Board meeting and will broadcast from noon – 3:00 p.m. The video stream can be accessed by logging on to: www.gomjc.org/mjcvideo.

Pledge of Allegiance to the Flag

Report out from Closed Session (if any)

Approval of the Minutes

RECOMMENDATION: That the Board of Trustees approve the minutes of the regular meeting on July 12, 2006 and the minutes of the special meeting on July 28, 2006.

I. REPORTS AND INFORMATION ITEMS

A. Student Activity Reports

B. Academic Senate Activity Reports

C. Activities and Announcements

1. Senator Cox Visits Calaveras Center

California Senator Dave Cox toured the Columbia College Calaveras Center in Angels Camp on July 11 and met with Trustee Pat Dean, along with Columbia College President Jim Riggs, Calaveras County Superintendent of Schools John Brophy, and other college administrators. Senator Cox listened to presentations on the College building and expansion plans in Calaveras County, wildland/urban interface fire degree and rural economic development/rural community colleges.

2. Columbia College Dean's List

Columbia College has named 155 students on the Dean's List for the Spring 2006 semester. To qualify, all were full-time students, who achieved a cumulative 3.5 GPA or better with no grade lower than "C," and at least 12 units of work completed in associate degree-applicable courses. A total of 61 students were from Sonora; nine were from Tuolumne; eight from Jamestown, and the others from throughout the state.

3. Columbia College Fall In-Service

Columbia College's Fall In-Service will take place on Thursday, August 24. A continental breakfast will be available at 8:15 a.m. in Aspen 1, followed by the All-College meeting at 8:45 a.m. in the Dogwood Forum. Four breakout sessions focusing on Student Learning Outcomes will run from 10:30 a.m. to 12:15 p.m., with lunch immediately following. Afternoon sessions will consist of Area/Division meetings, Academic Senate meeting, and Classified Senate meeting. Trustees are invited to attend.

I. REPORTS AND INFORMATION ITEMS

C. Activities and Announcements

4. MJC Fall Institute Day

Modesto Junior College will hold Fall Institute Day on Friday, August 25, beginning at 8 a.m. with a continental breakfast followed by an opening program at 8:30 a.m. in the Mary Stuart Rogers Student Learning Center on West Campus. Several speakers and the annual Purdy Awards for Excellence will highlight the morning program. A buffet lunch featuring food from four restaurants will be held at noon, followed by two sets of breakout workshops at 1:15 p.m. and 3:05 p.m. Breakouts will include timely topics such as Measure E, Web-Based Curriculum, Civic Engagement and Student Learning Outcomes. Trustees are invited to join with the campus as we kick off a new academic year.

5. MJC Classified Staff Appreciation Breakfast

The annual MJC President's Classified Staff Appreciation Breakfast will be held on Thursday, August 17, at 7:30 a.m. on the Ag Patio on East Campus. President Rich Rose and his "management chefs" will cook made-to-order omelets for the classified staff in appreciation of their excellent work. The program will include remarks by Dr. Rose and representatives of the Classified Advisory Council and CSEA. Trustees are invited to attend.

6. Welcome Reception for MJC President

A welcome reception for Dr. Rose will be held on Institute Day, Friday, August 25, 3 - 5 p.m., in the Student Center Fireside Lounge on East Campus. The reception follows Institute Day's afternoon breakout sessions. The campus and community are invited to this opportunity to meet and formally welcome the new president of Modesto Junior College. Please join us!

7. MJC Foundation Recognizes Volunteers

The Modesto Junior College Foundation recognized three college staff members for their volunteerism, as well as naming a Foundation Board Member of the Year during the Summer Sonata held on July 14 in the Mary Stuart Rogers Student Learning Center on the West Campus. Recognized for their outstanding contributions were MJC staff members Donna Yarnal, Estevan Sandoval and Sargon Yadegar. Jim Poore, an MJC alumnus and immediate past president of the Foundation, was recognized as the Board Member of the Year for his unwavering support of the college and the Foundation during the past eight years. About 300 guests attended this year's Sonata, which grossed over \$106,000 before expenses. MJC extends appreciation and congratulations to these volunteers for their work on behalf of the College and the Foundation!

I. REPORTS AND INFORMATION ITEMS

D. Presentations/Updates

1. **Columbia College Presentation on Outreach Efforts**

Columbia College staff will present a brief overview report of the college's outreach efforts and partnerships to further higher education within the communities served. Included among the report will be the CSU Stanislaus partnership, Sonora Union High School/Columbia College Middle College Program, Calaveras Educational Center Development, and Oakdale Outreach Program. In addition, an update of operational efforts to support those partnerships will be presented.

2. **Enrollment Update**

Columbia College President Jim Riggs and Modesto Junior College President Richard Rose will provide the Board of Trustees with an update regarding student enrollment at both colleges.

3. **Citizens' Bond Oversight Committee Annual Report**

The YCCD Citizens' Bond Oversight Committee (CBOC) approved an annual report at their July 5, 2006 meeting. The Annual Report is one of the required duties of the CBOC that must be presented to the Board of Trustees in public session. It is intended to provide a summary of the Committee's proceedings and activities for the preceding year and state that the District is in compliance with the requirements of Article XIII A, Section 1(b)(3) of the California Constitution. Richard S. "Duke" York, Vice Chair of the YCCD Citizens' Bond Oversight Committee, will be available to answer any questions.

4. **Bond Update**

Architectural Firms Update:

All Phase I projects, except centers, have selected architects. Contracts have been prepared and the programming phase is now complete for Allied Health and Agriculture at MJC; and Science Natural Resources and Child Development at Columbia College. Designs for the other Phase I projects will begin after execution of contracts.

Architect/Designer Selection – Phase I

<u>Modesto Junior College</u>	<u>Firm</u>
Campus Planners	BFGC
West Side Center	to be determined
Parking Structure	Studios
Allied Health	tBP
Agriculture Instructional Bldg.	LPA Sacramento
Student Services Bldg.	Perkins and Will
Softball Field Complex	TLCD

I. **REPORTS AND INFORMATION ITEMS**

D. **Presentations/Updates**

4. **Bond Update, continued**

<u>Columbia College</u>	<u>Firm</u>
Campus Planners	LPA Sacramento
Calaveras Center	to be determined
Quick Start Projects	Grothe & Smith
Child Development Center	Paul Roberts & Partners
Science Natural Resources	Paul Roberts & Partners
Madrone Building	Noll and Tam
Public Safety	Lionakis Beaumont

West Side Center:

The Educational Master Plan and the Business Plan, including demographics are being prepared by the college planning committee. The preparation of the state application continues. Information on existing irrigation lines on the property has not been provided by the land donor.

Calaveras Center:

A proposal for purchase of land was received from the Steltes. The College is following up with an alternative site for a cost proposal. Upon receipt, Kitchell will prepare a cost/benefit analysis.

Other Educational Centers:

Trustee Abe Rojas, President Rich Rose, Kitchell representative Mark Newton, and External Affairs Director Nick Stavrianoudakis met with a potential land donor to discuss MJC's plans for an educational center in Turlock.

Construction Update

Columbia College Secondary (Emergency) Access Road:

Project nears completion.

Columbia College Bus Turn Around:

Construction has started on the project. Work will proceed until the start of school. If necessary, the general contractor will suspend construction activities for the first two weeks of school to mitigate disruption.

Modesto Junior College: Auditorium:

The project has completed the bid phase. Three bids were submitted from the nine pre-qualified general contracting firms. Two items are being presented to the Board for review later in this meeting.

II. ACTION ITEMS

A. Consent Agenda

1. ☆Purchase Orders

RECOMMENDATION: That the Board of Trustees approve the purchase orders issued from June 1, 2006 through June 30, 2006.

2. Project Bid - MJC Auditorium Renovation/Addition

Open bid for MJC Auditorium Project took place Monday, July, 17, 2006. There were three bids received. (The Yosemite Community College District and Modesto Junior College had previously completed a pre-qualification process, approving nine companies to bid.) The lowest responsive bid was in the amount of \$26,915,000, submitted by ACME Construction of Modesto.

RECOMMENDATION: That the Board of Trustees approves the bid for the MJC Auditorium Project.

3. ☆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. California Community Colleges Chancellor's Office / Economic Development & Workforce Preparation - MJC
Agency share: \$307,500 (18 months)
Proposer share: \$307,500

II. ACTION ITEMS

A. Consent Agenda

4. Acceptance of Gifts

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

- a. Two surface grinders from Parker Hannifin Corporation – Racor Division to be used in the Machine Tool Technology program at MJC.
- b. Rotary table from Parker Hannifin Corporation – Racor Division to be used in the Machine Tool Technology program at MJC.
- c. G3 Mac computer, two Sony 20” monitors, and a desktop color drum scanner from Seeger Industries, Inc., to be used in the Graphic Communication and Print Shop program at Modesto Junior College.
- d. Upright Kawai piano from Doug Lau for use in the musical department at Columbia College.

II. ACTION ITEMS

B. Personnel Items

1. Interim Appointment – Educational Administrator

RECOMMENDATION: That the Board of Trustees approve the administrative appointment (interim) of **Brenda Robert** to the position of Vice President of Instruction, Modesto Junior College, effective July 31, 2006 until the position is filled permanently.

2. Interim Appointment – Academic

RECOMMENDATION: That the Board of Trustees approve the interim appointment of **Brian Greene** to the position of Faculty Librarian, Columbia College, effective August 21, 2006, not to exceed one year.

3. Temporary Appointment – Academic

RECOMMENDATION: That the Board of Trustees approve the temporary appointment of **Thaddeus White** to the position of Instructor of History, Business, Behavioral & Social Science, Modesto Junior College, effective for the 2006 – 2007 academic year only.

4. Appointment – Classified Management

RECOMMENDATION: That the Board of Trustees approve the appointment of **Jeffrey Whalen** to the position of Auxiliary Services Manager, Columbia College, effective July 17, 2006.

5. Appointment – Classified Management

RECOMMENDATION: That the Board of Trustees approve the appointment of **Margo Guzman** to the position of Systems Programming Manager, Information Technology, Yosemite Community College District, effective August 1, 2006.

6. Appointment – Classified Management

RECOMMENDATION: That the Board of Trustees approve the appointment of **Georgina Sherriffe** to the position of Major Gift Coordinator, Modesto Junior College Foundation, Modesto Junior College, effective August 17, 2006, contingent upon funding.

II. ACTION ITEMS

B. Personnel Items

7. Promotional Appointment – Classified

RECOMMENDATION: That the Board of Trustees approve the promotional appointment of **Heather Gillis** to Admissions & Records Technician III, Admissions & Records, Modesto Junior College, effective August 1, 2006.

8. Promotional Appointment – Classified

RECOMMENDATION: That the Board of Trustees approve the promotional appointment of **Nancy Dahlin** to Admissions & Records Technician III, Admissions & Records, Modesto Junior College, effective August 1, 2006.

9. Probationary Appointment – Classified

RECOMMENDATION: That the Board of Trustees approve the probationary appointment of **Julie Haynes** to the position of Program Representative III, Registered Veterinary Technician Program (50%), Agriculture & Environmental Sciences and Technical Education, Modesto Junior College, effective July 19, 2006.

10. Probationary Appointment – Classified

RECOMMENDATION: That the Board of Trustees approve the probationary appointment of **John Macedo, Jr.** to the position of Laboratory Assistant II, Agriculture & Environmental Sciences and Technical Education, Modesto Junior College, effective August 1, 2006.

11. Probationary Appointment – Classified

RECOMMENDATION: That the Board of Trustees approve the probationary appointment of **Monica Garza** to the position of Early Learning Specialist, Child Development Training Consortium, Yosemite Community College District, effective July 24, 2006.

12. Probationary Appointment – Classified

RECOMMENDATION: That the Board of Trustees approve the probationary appointment of **Joan M. Frisk** to the position of Campus Security Dispatcher (40%), Campus Security, Yosemite Community College District, effective July 10, 2006.

II. ACTION ITEMS

B. Personnel Items

13. Probationary Appointment – Classified

RECOMMENDATION: That the Board of Trustees approve the probationary appointment of **Elizabeth Hondoy** to the position of Job Coach Technician, Workforce Training Center, Modesto Junior College, effective August 7, 2006, contingent upon funding.

14. Interim Appointment – Classified

RECOMMENDATION: That the Board of Trustees approve the interim appointment of **Donna Yarnal** to the position of Curriculum Information Specialist, Instruction, Modesto Junior College, effective July 17, 2006 through April 30, 2007.

15. Lateral Transfer – Classified

RECOMMENDATION: That the Board of Trustees approve the lateral transfer of **Marvin Ghan**, Mechanic III, from Transportation, YCCD to Transportation, Columbia College, effective August 1, 2006.

16. Lateral Transfer – Classified

RECOMMENDATION: That the Board of Trustees approve the lateral transfer of **Jeremy Allen**, Campus Security Officer I, from Campus Security, Columbia College to Campus Security, YCCD, effective August 23, 2006.

17. Reduction of Work Year – Classified

RECOMMENDATION: That the Board of Trustees approve the reduction in work year from 11 months to 10 months for all **Child Development Center staff** which include the positions of Master Teachers, Teachers, Associate Teachers, Lab Assistants (MiWuk classes Lab Assistants to remain at 11 month), Support Staff II, Allied Health/Family & Consumer Sciences, Modesto Junior College, effective August 28, 2006 in order to efficiently operate a child care program 10 months a year.

18. Increase in Assignment – Classified

RECOMMENDATION: That the Board of Trustees approve an increase in assignment for **Gabriella Rodriguez**, Child Development Center Teacher, Allied Health/Family & Consumer Sciences, Modesto Junior College, from 48.75% to 100%, effective July 1, 2006.

II. ACTION ITEMS

B. Personnel Items

19. Increase in Assignment – Classified

RECOMMENDATION: That the Board of Trustees approve an increase in assignment for **William Lotko**, Lab Assistant II, Technical Education, Modesto Junior College, from 10 months to 12 months, effective July 1, 2006.

20. Increase in Assignment – Classified

RECOMMENDATION: That the Board of Trustees approve an increase in assignment for **Trudy Folks**, Support Staff II, Campus Security, Modesto Junior College, from 50% to 80%, effective August 24, 2006.

21. Temporary Increase in Assignment – Classified

RECOMMENDATION: That the Board of Trustees approve a temporary increase in assignment for **Lynn Spidell**, Support Staff II, EOPS, Modesto Junior College, from 50% to 75%, effective August 10, 2006 to June 30, 2007.

22. Temporary Increase in Assignment – Classified

RECOMMENDATION: That the Board of Trustees approve a temporary increase in assignment for **Aurora Sanchez**, Instructional Aide, DSPS, Modesto Junior College, from 75% to 100%, effective August 28, 2006 to December 15, 2006.

23. Temporary Increase in Assignment – Classified

RECOMMENDATION: That the Board of Trustees approve a temporary increase in assignment for **Lisa Schut**, Program Representative II, Child Development Center, Modesto Junior College, from 48.75% to 55%, effective July 21, 2006 to June 30, 2007.

24. Temporary Increase in Assignment – Classified

RECOMMENDATION: That the Board of Trustees approve a temporary increase in assignment for **Kim Jordan**, Program Representative II, DSP&S, Modesto Junior College, from 10 months to 12 months, effective July 1, 2006 to June 30, 2007.

II. ACTION ITEMS

B. Personnel Items

25. Reorganization – Career Development/Transfer Center

Administrative Procedure 4204 allows for organizational change, in response to changes in essential duties and responsibilities. It also allows for elimination of existing classified positions and the creation of new classified positions in response to these changes. This proposed reorganization is based on a recommendation made by the Vice President of Student Services after consultation with the Dean of Counseling and Student Services, the Counseling faculty, the Center's employees, the Student Services Council, and the MJC Presidents Cabinet. In addition, CSEA, Chapter 420, the exclusive representative for classified staff, has been consulted and has agreed with the proposed classified changes.

RATIONALE: This reorganization is designed to provide optimal career, transfer, and job placement services to students and to fashion a center that maintains its reputation for innovation and excellence. The plan contains two components. A fulltime Counselor/Coordinator will be assigned to the Center for faculty oversight and coordination and the Center's existing CSEA employees will be upgraded to compensate for additional duties, responsibilities, and full compliance with the job classification that matches the needs of the Center.

RECOMMENDATION: That the Board of Trustees approve the following actions effective July 1, 2006:

- A. Eliminate the following classified positions:
 - 1. Career Development/Transfer Center Technician I, Counseling (classified range 22)
 - 2. Career Development/Transfer Center Technician II, Counseling (classified range 25)

- B. Appoint the following staff, currently employed in the affected positions to the new assignments:
 - 1. Claudia Ramirez to Career Development/Transfer Center Technician III, Counseling (classified range 29)
 - 2. June Hunt to Career Development/Transfer Center Technician III, Counseling (classified range 29)

26. Resignation – Classified Management

RECOMMENDATION: That the Board of Trustees accept the resignation of **Elizabeth Holmes**, Child Care Center Manager, Child Development Center, Modesto Junior College, effective June 13, 2006.

II. ACTION ITEMS

B. Personnel Items

27. Resignation – Classified

RECOMMENDATION: That the Board of Trustees accept the resignation of **Kimberly Mitchell**, Instructional Assistant I, Business, Behavioral & Social Sciences, Modesto Junior College, effective July 13, 2006.

28. Resignation – Classified

RECOMMENDATION: That the Board of Trustees accept the resignation of **William Offill**, Instructional Assistant I, Physical, Recreation and Health Education, Modesto Junior College, effective July 18, 2006.

29. Termination of Employment – Classified (Probationary)

RECOMMENDATION: That the Board of Trustees approve the termination of employment of a probationary classified employee in the position of Admissions & Records Technician III, Admissions & Records, Modesto Junior College, effective July 20, 2006.

30. ☆Short-Term Appointee List

RECOMMENDATION: That the Board of Trustees approve the list of short-term appointees, in accordance with state law (AB500-Goldberg).

II. ACTION ITEMS

C. Discussion Items

Retiree Health Benefit Liability Actuarial Study

1. Accounting standards issued in August 2004 require state and local governments, including community college districts, to report their actuarially determined other post-employment benefits as a financial obligation of the employer. Governmental Accounting Standards Board statements establish uniform financial reporting standards for other post-employment benefits.

The Yosemite Community College District engaged Total Compensation Systems, Inc. (TCS) to analyze liabilities associated with its current retiree health program as of September 1, 2005. The actuarial study is intended to serve the following purposes:

1. Provide information to enable Yosemite Community College District to manage the costs of liabilities associated with its retiree health benefits;
2. Provide information to enable Yosemite Community College District to communicate the financial implications of retiree health benefits to internal financial staff, the Board, employee groups, and other affected parties;
3. Provide information needed to comply with Governmental Accounting Standards Board statements.

Geoff Kischuk of TCS will present information about the accounting standards. He will discuss fiscal implications and non-compliance consequences relative to post-employment retiree benefits. He will also discuss the retiree liability actuarial study. A copy of the study was previously provided to the Board.

RECOMMENDATION: That the Board of Trustees accept the Actuarial Study of Retiree Health Liabilities for the Yosemite Community College District.

II. ACTION ITEMS

C. Discussion Items

2. ☆Modesto Junior College Auditorium Renovation/Addition Shortfall

Bids have been received from three pre-qualified general contractors, and an analysis of recommended changes to the budget has been completed by Kitchell, Program Manager, and staff. This recommendation was reviewed and approved by the Measure E Coordinating Committee and College Council. The recommendation is to deduct a proportional amount from each MJC project to transfer the necessary \$12,617,000 to the Auditorium Renovation/Addition Project. (See attached Chart.)

RECOMMENDATION: That the Board of Trustees approve the budget transfer of Measure E funds to cover the shortfall for the MJC Auditorium Renovation/Addition.

3. ☆Board Policy 1000 – 2nd Reading (Additional Language)

Attached is YCCD Board Policy 1000 (Use of District Facilities) with an additional paragraph. When this policy was adopted by the Board of Trustees on June 28, 2004, a paragraph was omitted from the original policy regarding alcohol on District/College premises. Although the District and Coiu[olleges have continued to adhere to the language described in the omitted paragraph, it was never formally reinstated.

RECOMMENDATION: That the Board of Trustees conduct a second and final reading and adopt the proposed additional language to YCCD Board Policy 1000.

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 per topic.

Other guidelines may apply. See Board Policies #7345 and #7346.

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. ANNOUNCEMENTS

The next regular meeting of the Board of Trustees will be held on Wednesday, September 13, 2006. Closed session will begin at 3:30 p.m. and open session at 5:30 p.m. in the Yosemite Community College District Board Room, 2201 Blue Gum Avenue, Modesto, California.