

AGENDA
YOSEMITE COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES
FOUR HUNDRED FIFTY-SEVENTH REGULAR MEETING
MARCH 4, 2003

3:30 P.M. Call to Order

Recess to closed session - YCCD Conference Room B

- Discussion:
1. Pursuant to G. C. Section 54957 - Public Employee Discipline/Dismissal/Release
 2. Pursuant to G. C. Section Pursuant to G. C. 54956.9
 - a. Clark vs. YCCD
 - b. Anticipated Litigation
 3. Pursuant to G. C. 54957.6 - Collective Bargaining

5:00 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 each. Thirty (30) minutes shall be the maximum time allotment for public comment on any one subject regardless of the number of speakers.

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

Pledge of Allegiance to the Flag

Approval of the Minutes

RECOMMENDATION: That the Board of Trustees approve the minutes of the regular meeting of February 4, 2003.

I. REPORTS AND INFORMATION ITEMS

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

I. REPORTS AND INFORMATION ITEMS

C. Activities and Announcements

1. College Dean's Lists

Columbia College and Modesto Junior College recently published their Dean's Lists for the 2002 Fall Semester. Columbia named 125 students and MJC named 702 to their respective Dean's List. In order to be eligible, students must have a grade point average of 3.5 or higher with no grade lower than a C and must have completed at least 12 degree-applicable units during the semester.

2. MJC Center for Learning Assistance – West

The Grand Opening for the MJC Center for Learning Assistance-West was held on Wednesday, February 12. The Center was made possible by a Title V grant from the U. S. Department of Education and should be a major contributor to student success.

3. Hispanic Education Conference

MJC will host its 19th Annual Hispanic Education Conference on Saturday, April 5 on East Campus. This daylong event features speakers, discussions and workshops that will highlight career opportunities and the benefits of obtaining a higher education. Keynoter will be motivational speaker Daniel Gutierrez.

4. Community College Times

Columbia College instructors Dr. Paula Clarke and professor Ted Hamilton were recognized and commended in the February 4, 2003 issue of Community College Times for their interdisciplinary teaching methods in a combined classroom setting in the social sciences. In keeping with the Excellence Initiative, Center for Transformational Learning, Dr. Clarke and Professor Hamilton are providing a Future Promise Scholarship that provides students an opportunity to extend their learning beyond classroom boundaries. Congratulations to Dr. Clarke and professor Hamilton.

5. Black History Month

Columbia College celebrated Black History Month with an exhibit of biographical posters of famous African-Americans, rare photographs of the 1960's Civil Rights Movement, literature, and artifacts. Photos and artifacts are on loan from Professor Laurie Sylwester and Dr. Kathryn Jeffrey. The collection is on display in the Manzanita Building's Rotunda through March 5, 2003.

6. Columbia College Foundation Hosts 13th Annual Hall of Fame Dinner

Columbia College Foundation will be hosting the 13th Annual Hall of Fame Dinner at Columbia College on April 9, 2003. Nominations are being accepted to honor a previous faculty member, an alumnus, and a community member who have made significant contributions to the College or in their field. Nominations may be made through February 28, 2003. Contact the Foundation Office at 588-5360 for further information.

I. REPORTS AND INFORMATION ITEMS

D. Presentations/Updates

1. National Legislation Seminar

In early February Trustee Schrimp joined Chancellor Fisher in representing the YCCD at the National Legislative Seminar in Washington, D.C. The focus of the gathering was on key issues before Congress this year, many of which directly impact our students. These include Pell grants, welfare reform, the Workforce Investment Act, and the Reauthorization of the Higher Education Act. Trustee Schrimp and Chancellor Fisher, who met with our elected officials in Congress, will provide a report during the meeting.

2. State and Local Fiscal Update

As this agenda went to print, there had been little progress in Sacramento toward a budget resolution for 2002-2003. As a result, there had been no resolution regarding a compromise on the Governor's proposed community college reductions for 2003-2004. It has been necessary for YCCD to plan for the proposed dramatic cuts even as we hope they do not materialize. However, our plans are based on the assumption that the budget compromise supported by the Board of Governors prevails.

Leaders throughout the college district have worked tirelessly on this topic for the past six weeks. We have been guided by the principle of putting students first. At the same time we have tried to minimize the number of staff who will be negatively affected. Nevertheless, significant reductions in student support services will occur as most of these programs have been targeted by the Governor and Legislature. In addition, approximately 50 vacancies will remain open. Unfortunately, it still will be necessary to make reductions-in-force this month and over the next several months.

Staff in many areas have assisted greatly in finding ways to cut costs. On a volunteer basis, some staff have taken reduced workloads and some faculty and administrators are teaching classes without taking compensation. Other employees have made suggestions that will need to be addressed through negotiations. Another related effort has been the formation of a Medical Benefits Task Force. This group, including representatives of all employee organizations, is exploring options for major benefit plan changes that would reduce costs. This effort is particularly important, as many of the actions taken to meet the \$11 million shortfall use one-time funds. Thus, even as the current plan is put in place, it is critical that we project and address the fiscal budget for 2004-2005. Without drastic improvements in state funding, and given what we will have already reduced, the implications for the '05 fiscal year could easily be as bad as the current situation.

This report will be updated at the meeting with the latest available information.

I. REPORTS AND INFORMATION ITEMS

D. Presentations/Updates

3. Learning Community at MJC

To promote innovative learning, quality instruction, and academic excellence, the PEAK (Pre-collegiate Education for Academic Knowledge) Basic Skills Learning Community Project was created in Spring 2001. Since its debut, with a single cohort of eight basic skills students in one division, it has expanded to include 224 students in three divisions. At the debut of February 2003, one section of PEAK students had a pivotal experiential learning opportunity based on their Learning Community theme, "Beyond Tolerance." Three instructors took 18 PEAK students on a two-day excursion to the Museum of Tolerance in Los Angeles, California. Annaliese Hausler-Akpovi, Activities Coordinator, Title V Grant, will be present to give an overview of the program and the Museum of Tolerance trip.

4. Accreditation Midterm Reports

The Accrediting Commission for Community and Junior Colleges (ACCJC) has reviewed the Midterm Reports submitted by Columbia College and MJC. The review is made to assure that the recommendations made by the evaluation teams have been addressed by the institutions and that the colleges also considered the self-identified areas of concern which were included in their institutional Self-Studies. The colleges were recently informed by the ACCJC that their Midterm Reports had been accepted. The colleges also were commended for the progress made in responding to the Commissions concerns. Presidents Riggs and Williams will comment briefly on their accreditation-related activities.

II. ACTION ITEMS

A. Consent Agenda

1. ☆Purchase Orders

RECOMMENDATION: That the Board of Trustees approve the purchase orders issued from January 1, 2003 through January 31, 2003.

2. Acceptance of Gifts – Columbia College & MJC

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

- a. Books of assorted titles from Jo Sawyer, to be used in the Library at Modesto Junior College.
- b. Microbiology supplies donated by Hardy Diagnostics, to be used by the Biology Department at Columbia College.
- c. Surgical supplies donated by the Sonora Community Hospital, to be used by the Biology Department at Columbia College.
- d. Donation of 72 hours of use of a log splitter and the use of 160 lug boxes from George Cardoza, to be used at the Beckwith Instructional Lab at Modesto Junior College.
- e. Knee braces donated by Jeff Anderson, Hanger Prosthetics, to be used by the Athletic Department at Columbia College.
- f. A Panasonic Laser Printer donated by William E. Nation, to be used by the Technology Department at Columbia College.

II. ACTION ITEMS

A. Consent Agenda

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. Enrollment Fee Deferment Services – MJC
Submitted to Stanisalus County Department of
Employment and Training
Agency share: \$8,000; Proposer share: \$0
- b. General Child Care and State Preschool Funding
Contract #'s GPRE-1405; GCTR-1419
Submitted to Child Development
Division/California Department of Education
Agency share: \$147,989 State Preschool
\$461,693 Gen. Center Child Care– MJC
Proposer share: \$0
- c. Yosemite Ag Ed Tech Prep – MJC
Submitted to Title II – Tech Prep Education
Agency share: \$53,097; Proposer share: \$0
- d. Paraprofessional Title I Educational Program –
Guidance 110 – MJC
Submitted to Turlock School District
Agency share: \$2,620; Proposer share: \$0

II. ACTION ITEMS

B. Personnel Items

1. Retirement – Certificated

RECOMMENDATION: That the Board of Trustees grant emeritus retirement status to Dan Boyd, Counselor, Counseling, Modesto Junior College, effective April 25, 2003, and officially commend him for 34 years of valuable service to the District.

2. Retirement – Certificated

RECOMMENDATION: That the Board of Trustees grant emeritus retirement status to Francis “Jack” Bracken, Men’s Tennis Coach, Physical, Recreation & Health Education, Modesto Junior College, effective May 9, 2003 and officially commend him for 33 years of valuable service to the District.

3. Retirement – Certificated

RECOMMENDATION: That the Board of Trustees grant emeritus retirement status to William Jones, Computer Science Instructor, Business, Behavioral & Social Science, Modesto Junior College, effective April 25, 2003 and officially commend him for 32 years of valuable service to the District.

4. Retirement – Certificated

RECOMMENDATION: That the Board of Trustees grant emeritus retirement status to Roberta Kline, Child Development Instructor, Family & Consumer Sciences, Modesto Junior College, effective May 1, 2003, and officially commend her for 18 years of valuable service to the District.

5. Retirement – Certificated

RECOMMENDATION: That the Board of Trustees grant emeritus retirement status to Bernard Morris, English Instructor, Literature & Language Arts, Modesto Junior College, effective April 25, 2003 and officially commend him for 31 years of valuable service to the District.

6. Retirement – Classified

RECOMMENDATION: That the Board of Trustees grant retirement status to Frances Boricchio, Admissions and Records Technician III, Columbia College, effective June 30, 2003, and officially commend her for 11.5 years of valuable service to the District.

II. ACTION ITEMS

B. Personnel Items

7. Retirement – Classified

RECOMMENDATION: That the Board of Trustees grant retirement status to Donna Durham, Child Development Center Site Supervisor, Modesto Junior College, effective March 7, 2003, and officially commend her for 20 years of valuable service to the District.

8. Retirement – Classified

RECOMMENDATION: That the Board of Trustees grant retirement status to Darryl Paulson, Programmer Analyst II, YCCD Information Systems, effective April 30, 2003 and commend him for 14 years of valuable service to the District.

9. Retirement – Classified

RECOMMENDATION: That the Board of Trustees grant retirement status to Adele Wikner, Library Media Technician II, Columbia College, effective June 9, 2003 and officially commend her for 17 valuable years of service to the District.

10. Interim Appointment - Educational Administrator

RECOMMENDATION: That the Board of Trustees approve the interim appointment Tobin Clarke as Dean of Learning Resources (60%), Modesto Junior College, effective February 1, 2003 to end on or before June 30, 2003.

11. Resignation – Classified

RECOMMENDATION: That the Board of Trustees accept the resignation of Anne Duncan, Program Rep III (70%), Workforce Training Center, Modesto Junior College, effective March 5, 2003.

12. Resignation – Classified

RECOMMENDATION: That the Board of Trustees accept the resignation of Susan Marvel, Instructional Assistant II, Family & Consumer Sciences, Modesto Junior College, effective April 30, 2003.

13. Resignation – Contract Management

RECOMMENDATION: That the Board of Trustees accept the resignation of Lori Hedges, Manager, Foster Care Program, Columbia College, effective March 4, 2003.

II. ACTION ITEMS

B. Personnel Items

14. Resignation – Classified

RECOMMENDATION: That the Board of Trustees accept the resignation of Mitchell Davidson, Webmaster, Technology & Learning Resources, Modesto Junior College, effective February 20, 2003.

15. Termination of Employment – Classified

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

16. Unpaid Leave of Absence – Certificated

RECOMMENDATION: That the Board of Trustees approve an unpaid leave of absence for Phyllis Greenleaf, (50%) Child Development Instructor, Columbia College, for the 2003-2004 academic year.

17. Medical Leave of Absence – Classified

RECOMMENDATION: That the Board of Trustees approve an unpaid medical leave of absence for Jerry Morris, Media Production Photographer, Modesto Junior College, effective February 12, 2003, for a period not to exceed six months.

18. Voluntary Reduction in Assignment - Academic (Revised)

RECOMMENDATION: That the Board of Trustees approve the voluntary reduction in assignment for Peter Shkabara, Computer Science Instructor, Columbia College, from 100% to 75%, effective Spring Semester 2003.

19. Voluntary Demotion – Classified Management (Confidential)

RECOMMENDATION: That the Board of Trustees approve the voluntary demotion of Shelley Akiona from Executive Secretary, Office of the Chancellor, to Executive Secretary, effective July 1, 2003.

II. ACTION ITEMS

B. Personnel Items

20. ☆Reduction in Force - Classified

Expiration of Community Services Agency (CSA) funding has created the need for a reduction in program staff (three positions) at Modesto Junior College effective April 25, 2003.

RECOMMENDATION: That the Board of Trustees approve **Resolution No. 02-03/04**, Classified Reduction in Staff, authorizing a reduction in classified personnel and appropriate notice to affected staff.

21. ☆Reduction in Force – Academic Employee

Faculty employment procedures permit the layoff of academic employees whenever a particular kind of service is to be reduced or discontinued. In light of existing fiscal constraints, the following is recommended.

RECOMMENDATION: That the Board of Trustees approve **Resolution No. 02-03/05**, Resolution Regarding Reduction/Discontinuance of Particular Services, and authorize appropriate notice to affected staff.

22. Reorganization – Classified Management

Administrative procedures on organizational change permit the creation of a new job classification in response to District work needs followed by the direct appointment of a classified management employee to the new position. The proposed changes meet the new Federal guidelines for TRIO programs.

RECOMMENDATION: That the Board of Trustees:

- a. Authorize a new classified management position of Director of TRIO Pre-College Programs, Educational Talent Search and Upward Bound (Salary Range 26).
- b. Eliminate the existing positions, Director TRIO/Upward Bound (Range 21) and Director TRIO/Educational Talent Search (Range 21).
- c. Appoint Mr. Francisco Banuelos as Director of TRIO Pre-College Programs, effective March 1, 2003.

II. ACTION ITEMS

C. Discussion Items

1. ☆Partnership for Excellence

Each year, as part of the statewide budget process to secure ongoing support for the Partnership for Excellence (PFE) funding, local districts have been asked to provide information to the State Chancellor's Office about the investment of PFE dollars. At the July 2000 Board of Governors (BOG) meeting, the BOG adopted additional conditions for PFE dollars. These conditions require that expenditure budgets be reported by object code and activity code to the State Chancellor's Office. The conditions also require that the PFE expenditure/budget report be discussed at a district board meeting.

A summarized version of the 2002-2003 Partnership for Excellence report is attached. This report reflects the planned expenditures which have been developed using Board policy for participation and consultation with appropriate governance entities. The Board is now required to hold a public hearing to discuss this report.

It should be noted, however, that this plan and report were developed prior to the Governor's proposed mid-year cuts, the Board of Governor's proposed compromise mid-year cuts, and the Governor's proposed drastic cuts for next year. Thus, the reality will not look like this plan once these budget negotiations are completed.

College presidents will be available to formally present the report, respond to questions, and add information where necessary.

RECOMMENDATION: That the Board of Trustees:

- a. Hold a public hearing on the Partnership for Excellence 2002-2003 report.
- b. Review and accept the Partnership for Excellence 2002-2003 Report and direct staff to certify the report and submit it to the California Community Colleges Chancellor's Office.

2. Foundation Audits

The CPA firm of Matson and Isom completed the audit reports of the financial statements and fiscal operations for the Modesto Junior College Foundation, the Columbia College Foundation, and the Great Valley Museum Foundation for the year ended June 30, 2002. Copies of the reports were previously forwarded to the Board of Trustees.

RECOMMENDATION: That the Board of Trustees review and accept the audit reports of the Modesto Junior College Foundation, the Columbia College Foundation, and the Great Valley Museum Foundation for the year ended June 30, 2002.

II. ACTION ITEMS

C. Discussion Items

3. Environmental Impact – Intent to Adopt Negative Declaration

In accordance with the California Environmental Quality Act (CEQA) requirements, the Environmental Assessment Committee has recommended that the removal of the O'Brien House at West Campus will not have a significant effect on the environment. Public notices have been posted and the State Clearinghouse Distributed information to appropriate State agencies, and no comments were received.

RECOMMENDATION: That the Board of Trustees adopt a "Negative Declaration" and direct staff to file a "Notice of Determination" with the Governor's Office of Planning and Research.

4. YCCD Policy #7430

Trustee Anne DeMartini has requested that this policy be placed on the agenda for further review. Policy #7430, Delegation of Authority to the Chancellor, was adopted on August 6, 2002, as part of a total review of the Board By-Laws. The language in the policy was written by legal counsel for the California Community College Trustees Association and recommended by the Community College League of California.

RECOMMENDATION: That the Board of Trustees provide staff with direction.

5. ☆CCCT Board of Directors Election – 2003

The voting period for the California Community College Trustees Board of Directors ends April 25. There are 18 candidates for ten two-year vacancies on the Board. The candidates are listed on the attached sheet. Biographical sketches were distributed previously to trustees.

RECOMMENDATION: That the Board of Trustees each complete a ballot indicating their preferences for the CCCT Board of Directors. These ballots will be forwarded to the Chancellor for compilation and the completion of a single Board ballot.

III. COMMENTS

A. Comments from the Public

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

B. Comments from the Board of Trustees

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

IV. NEXT MEETING

The next regular meeting will be held on April 1 at Columbia College. Closed session will begin at 3:30 p.m. and open session at 5:00 p.m.

ADDENDUM

II. ACTION ITEMS

B. Personnel Items (continued)

23. Retirement - Certificated

RECOMMENDATION: That the Board of Trustees grant emeritus retirement status to Janet Carty, Office Technology Instructor, Columbia College, effective November 1, 2003, and officially commend her for 19 years of valuable service to the District.

24. Retirement – Classified

RECOMMENDATION: That the Board of Trustees grant retirement status to George Murphy, Information Systems Specialist, YCCD Information Systems, effective April 30, 2003, and commend him for 32 years of valuable service to the District.

25. Extend Appointment – Classified Management

RECOMMENDATION: That the Board of Trustees extend the appointment of Felicia Osnaya, Interim Technology Manager, Information Systems/President's Office, Modesto Junior College, to end on or before June 30, 2004.

26. Resignation – Classified

RECOMMENDATION: That the Board of Trustees accept the resignation of Martha Williams, Admissions & Records Technician III, Admissions & Records, Modesto Junior College, effective February 18, 2003.