

AGENDA
YOSEMITE COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES
FOUR HUNDRED FORTY-NINTH REGULAR MEETING
MAY 7, 2002

3:00 P.M.

Reception for new MJC/CC Faculty - YCCD Staff Room

4:00 P.M. – YCCD Conference Room B

Call to Order

Recess to closed session:

- Discussion:
1. Pursuant to G. C. Section 54957: Public Employee Discipline/Dismissal/Release
 2. Pursuant to G. C. 54956.9: Anticipated Litigation
 3. Pursuant to G. C. 54956.8: Real Estate

5:00 P.M.

Reconvene to public session - YCCD Board Room

Public Comment on Agenda Items: Persons who want to address the Board of Trustees on an agenda item may do so when the item is discussed. All speakers must complete a Speaker Request form in advance and give it to the Board stenographer.

Comments from the Public. Persons who want to comment on Board business issues not included on the agenda can do so as part of agenda item **F**. All speakers must complete a Speaker Request form in advance and give it to the Board stenographer.

Individuals may be limited to 5 minutes each.

Pledge of Allegiance to the Flag

Special Presentation - Student Trustee

Approval of the minutes of the regular meeting of April 11, 2002.

RECOMMENDATION: That the Board of Trustees approve the minutes of the regular meeting of April 11, 2002.

A. REPORTS

1. Student Activity Reports
2. Academic Senate Activity Reports

B. INFORMATION ITEMS

1. Staff Recognition Dinner

This May 10, 2002 special event will recognize 23 retirees and 11 staff who have been with the district for 25 years. Join us for a fun evening as we honor our colleagues. The dinner program begins at 7:00 p.m. at Johnathan's Ballroom at the Elks Lodge. Tickets are \$30 and can be purchased by calling Lucy Muñoz at 575-6987.

2. College Graduations

Columbia College's commencement will be held on Friday, May 17, and MJC's will be held on Thursday, May 16. Trustee participation has been determined. All staff are encouraged to attend these important college events.

3. Marketing Awards – Columbia College

Columbia College won two statewide marketing awards at the Community College Public Relations Organization (CCPRO) 25th Annual Competition. Columbia won a second place Photography Award for the 2001-2002 Columbia College Catalog Cover Photo and won a third place award in the College Catalog category. Congratulations to Doug Lau, Andy Maurer and Doryene Rapini for their efforts and good work.

4. MJC Pirate's Log Receives Awards

The staff of MJC's Pirate's Log received twelve awards at the recent annual statewide conference of the Journalism Association of Community Colleges. Editor Heidi Thomas was honored for an essay on how September 11th affected journalism education. This award included a \$500 scholarship. Congratulations to the paper's advisor, Laura Paull, and the MJC students for their outstanding accomplishments.

5. Spring Fling

MJC hosted hundreds of local high school seniors on campus on April 20 to introduce them to MJC programs and services and to provide new student orientation. A comprehensive booklet was developed and more than 250 staff assisted in the highly successful event.

6. MJC/Stanislaus County Highlighted

An academic book, New Directions for Community Colleges: The Community College Role in Welfare to Work, was recently published and distributed nationally. The second chapter was written by YCCD Chancellor Pamela Fisher and is titled "The Local Politics and Partnerships of Successful Welfare Reform at Modesto Junior College." This chapter focuses on the successful working relationships between MJC/YCCD and the Stanislaus County Community Services Agency. For almost 15 years these two public agencies have collaborated and cooperated in order to move Stanislaus County residents from public assistance to the skilled workforce.

B. INFORMATION ITEMS

7. State Budget Update

As this agenda was printed, no significant changes in the 2002-2003 budget had been endorsed by the major policy makers. More in-depth deliberation and negotiations are not expected until after the Governor issues his May revise budget in mid-May. Consequently, it has been necessary to plan for the reduction in funding, and accompanying reduction in CalWORKs staff, as called for in the Governor's January budget proposal. Vice Chancellor Scott will provide the latest available information at the meeting.

8. Federal Legislation Update

As reported earlier this spring, three major federal programs are due for review and reauthorization this coming year. These are: Higher Education Act, Workforce Investment Act, and Welfare Reform. The nation's 1,200 community colleges are dramatically affected by each of these. The most urgent concern at this time is to the President's proposal to curtail even further welfare recipients' access to education and training. Expanding such access, in order to get people off of public assistance permanently had been a primary goal of AACC and ACCT. Chancellor Fisher, in her role as Chair Elect of AACC, had the opportunity to meet recently with Assistant Secretary of Education Carol D'Amico and Congressman Buck McKeon and conveyed how community colleges can be a part of the solution if the regulations are reasonable.

9. MJC West Campus Infrastructure

The bid for infrastructure improvements at West Campus has been opened. The apparent low bidder is Ross Carroll Construction who built the new soccer field a couple of years ago. The actual construction will begin in late May after the award of the contract and upon receipt of the contract documents. The project is phased into four scopes of work to minimize disruption to the campus. It consists of constructing new parking lots and a new "B" Street, reconstructing "F" Street, installing a new storm line, new walkways, landscaping and irrigation, removing the dirt stockpile at the rear of the campus, building handicap access ramp to Building 1100, and slurry sealing, repairing and re-striping "A" Street, the bus-turn-around loop, Student Center Drive and the Student Center Lot.

Fortunately the total bid of \$1,981,600 is just under the amount set aside for this project. If all goes well, these projects will be completed by this fall.

B. INFORMATION ITEMS

10. MJC Lit Bit Lecture Series

The MJC Lit Bit Lecture Series is a creation of the MJC Literature and Language Arts Division. Led by Michelle Christopherson and Jenny Netto, this series highlights the work of faculty and calls attention to the varied literary subjects offered. Each faculty member who teaches a literature class selects one class during the semester to which the community and college staff and students are invited. This class features a presentation that would be of interest to audience members even though they are not enrolled in the class. Community participation varies depending on the hour and the subject. Approximately 5 to 15 community guests attend each Lit Bit Lecture.

C. CONSENT AGENDA

1. q Purchase Orders

RECOMMENDATION: That the Board of Trustees approve the purchase orders issued from March 1, 2002 through March 31, 2002.

2. Acceptance of Gifts - MJC

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

- a. Various books of assorted titles from Bill Hickey, to be used in the Library at Modesto Junior College.
- b. Two full sets of dishes from Dr. Pamila Fisher for use by CASS students at Modesto Junior College.

3. Special Appointment – Sunday

RECOMMENDATION: That the Board of Trustees approve the appointment of Diana Sunday to serve as a member of the team that will conduct a comprehensive evaluation for Los Angeles City College on March 18-20, 2003.

4. Curriculum Review – MJC

RECOMMENDATION: That the Board of Trustees approve the attached curriculum additions, deletions, and modifications for Modesto Junior College for the period of March 12, 2002-April 16, 2002.

5. ☆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. Gallo New Hire – MJC
Submitted to E & J Gallo Winery
Agency share: \$24,500; Proposer share: \$0

D. DISCUSSION ITEMS

1. Bridges to Baccalaureate Program

For the past three years MJC has been involved in an innovative partnership with the University of California at Davis that is designed to increase the number of underrepresented minorities who enter a successful career in biomedical research. This two-year program is funded by a grant from the National Institute of Health. It provides students with a variety of support, enrichment, and research opportunities. Dr. Jim Williams, MJC President, and Dr. Pam Upton, project director will describe the program which is a good example of educational excellence at MJC.

RECOMMENDATION: That the Board of Trustees receive the report and commend staff for this exemplary program.

2. MJC Middle College

As the Board of Trustees learned at their April meeting, MJC leaders have been working with officials from the Stanislaus County Office of Education to begin a Middle College for junior and senior high schoolers on the MJC campus. This innovative program will benefit students and represents a strong partnership between two educational institutions. Staff are ready to begin marketing the program which will begin this fall.

RECOMMENDATION: That the Board of Trustees approve the establishment of a Middle College on the MJC campus in collaboration with the Stanislaus County Office of Education.

3. Naming of the MJC West Campus Buildings

In order for the exterior signage to be fabricated and installed by the fall semester, names for the new buildings need to be approved at this time. The remainder of the West Campus buildings will be renamed this fall. The following recommendation from the Campus Development Committee and College Council is consistent with the naming theme previously approved by the Board of Trustees.

RECOMMENDATION: That the Board of Trustees approve the following names for the two new MJC West Campus Buildings:

- ❖ Sierra Hall (Instructional Building)
- ❖ Yosemite Hall (Student Services Building)

D. DISCUSSION ITEMS

4. Modesto Junior College 2000-2001 Sabbatical Leave Reports

Final reports have been received and approved by the college president for the Modesto Junior College faculty who were on Sabbatical Leave in 2000-2001.

RECOMMENDATION: That the Board of Trustees accept the 2000–2001 Modesto Junior College Sabbatical Leave reports from the following faculty:

Academic Year - 2000-2001

Brian Larson
Kathy Short
Lillian Vallee
Bernard Morris
Sharon Watson
Dale Hoagland

Fall Semester - 2000

Gina Rose
Marcos Contreras

5. ☆Classified School Employee Week

The California State Legislature and the California School Employees Association have designated May 19-25 as Classified School Employee Week in California. This designation is done in recognition of the valuable service provided to schools and colleges by these employees. Certainly the Yosemite Community College District could not function without the numerous tasks performed by these staff who bring to the district a wide variety of skills and knowledge. The attached resolution has been presented for your consideration by Mr. Jeffrey Swank, President of the CSEA Chapter #420 (YCCD).

RECOMMENDATION: That the Board of Trustees adopt **Resolution No. 01-02/15** and thank YCCD classified staff for their commitment and contribution to our colleges.

6. ☆Quarterly Report on the District's Financial Condition

Consistent with prevailing fiscal practices and in compliance with current statute, staff has prepared the quarterly statement of the District's financial condition for the quarter ended March 31, 2002. A copy of the report is attached. The Board is required by law to hold a public hearing to review the report and direct that it be filed with the Stanislaus County Superintendent of Schools and the Office of the State Chancellor. Staff will be available to formally present the report, respond to questions, and to amplify where necessary.

RECOMMENDATION: That the Board of Trustees:

- a. Conduct a public hearing to review the District's financial report for the quarter ended March 31, 2002; and
- b. Direct staff to submit a copy of the required report to the County Superintendent of Schools and the California Community Colleges Chancellor's Office.

D. DISCUSSION ITEMS

7. ☆ Change Order - Replace PCB Ballasts & Light Fixtures, MJC - Founders Hall

This project was for removal and disposal of PCB Light Ballasts and Fixtures. These were replaced with energy-efficient ballasts and lamps. This is a 100-percent State funded Hazardous Substances Project. During the work, additional ballasts not included in the original scope were located, requiring removal and some new circuit breakers. Since the electrical panels in Founders Hall are from the early 1970's, the contractor was requested to ensure the connectivity of their work by scanning circuit breakers, circuits and termination points. The results led to Change Order 1 in the amount of \$21,630, representing a 28 percent increase to the original contract.

RECOMMENDATION: That the Board of Trustees approve Change Order 1 in the amount of \$21,630.00 to Replace PCB Ballasts and Light Fixtures at Modesto Junior College, Founders Hall.

8. ☆ Change Order - Replace Water Lines, MJC West Campus

This change order reflects the continuation of work to replace portions of the water lines at the Modesto Junior College West Campus. Most of the items reflected on the attachment are for repair or replacement of utility lines that have been encountered during this project, which were not noted on any record drawings. Also included is the replacement of faulty valves or installation of valves to provide staff with the ability to isolate various areas of the campus. This has resulted in Change Order 2 in the amount of \$12,347.15. Total change orders thus far represent a 19 percent increase to the original contract.

RECOMMENDATION: That the Board of Trustees approve Change Order 2 in the amount of \$12,347.15 to Replace Water Lines at MJC West Campus.

9. ☆ Board Policies Update (#7001-7365) – Second Reading

During the Board of Trustee's Fall Retreat, the current Board Bylaws (which had been updated in 1996) were reviewed. Also reviewed were "model" Board Bylaws developed by the Community College League of California and the California Community College Trustees. These models were written to reflect existing Education Code that is either prescriptive or permissive, and also to reflect what is considered best practice. The Board requested that the Chancellor prepare revised board policies based on the CCLC/CCCT models.

The first 20 policies (now 22) were presented in April for a first reading. Editing suggestions have been incorporated.

RECOMMENDATION: That the Board of Trustees conduct a second reading of the proposed revised policies and adopt those policies where there is unanimous approval.

D. DISCUSSION ITEMS

10. ☆ Board Policies Update (#7405-7745) – First Reading

Consistent with the prior board discussion item, the last set of proposed revised Board Policies is presented for discussion. These policies, and any suggested revisions for which there is consensus, will be brought back to the Board on June 4 for a second reading and possible adoption.

RECOMMENDATION: That the Board of Trustees conduct a first reading of proposed revised policies #7405 – 7745.

E. PERSONNEL ITEMS

1. Retirement - Academic

RECOMMENDATION: That the Board of Trustees grant retirement status to Darlene Freeman, Office Administration Instructor, Business, Behavioral & Social Sciences, Modesto Junior College, effective May 16, 2002 and officially commend her for 37 years of valuable service to the District.

2. Resignation – Classified

RECOMMENDATION: That the Board of Trustees accept the resignation of David Chesnut, CalWORKS Program Representative III, Columbia College, effective May 17, 2002.

3. Resignation - Classified

RECOMMENDATION: That the Board of Trustees accept the resignation of Michael Galvan, Maintenance I, YCCD Facilities Operations, effective April 12, 2002.

4. Resignation – Classified

RECOMMENDATION: That the Board of Trustees accept the resignation of Dwayne Fisher, Interpreter for the Deaf, DSPS, Modesto Junior College effective March 28, 2002.

5. Resignation – Classified

RECOMMENDATION: That the Board of Trustees accept the resignation of Paulo Nunes, Instructional Assistant I, Business, Behavioral & Social Sciences, Modesto Junior College effective May 16, 2002.

6. Probationary Appointment – Academic

RECOMMENDATION: That the Board of Trustees approve the probationary appointment (first year contract) of Michelle Wandersee to the position of Emergency Services Instructor, Columbia College effective Fall 2002

7. Promotional Appointment – Classified

RECOMMENDATION: That the Board of Trustees approve the promotional appointment of Alfredo Lopez to the position of Maintenance I, Facilities Planning & Operations, YCCD, effective April 15, 2002.

E. PERSONNEL ITEMS

8. Probationary Appointment – Classified

RECOMMENDATION: That the Board of Trustees approve the probationary appointment of Alexandra Gallardo to the position of Library Media Technician I, Learning Resources, Modesto Junior College, effective April 16, 2002 (10 month work year).

9. Probationary Appointment - Classified

RECOMMENDATION: That the Board of Trustees approve the probationary appointment of Timothy Mann to the position of Instructional Assistant II, Health and Human Performance, Columbia College, effective April 24, 2002. This is a 9 hours per week, 9 months per year assignment.

10. Probationary Appointment – Classified

RECOMMENDATION: That the Board of Trustees approve the probationary Appointment of Estevan Sandoval to the position of Maintenance I, Facilities Planning & Operations, YCCD effective May 1, 2002.

11. Probationary Appointment – Classified

RECOMMENDATION: That the Board of Trustees approve the probationary appointment of Yvonne Gwarggis to the position of Webmaster, California Community Colleges Faculty & Staff Diversity Registry, YCCD, effective May 1, 2002, contingent upon funding.

12. Increase in Assignment – Classified

RECOMMENDATION: That the Board of Trustees approve an increase in assignment from 50% to 100% for Ascencion Macias, Custodian, Facilities Planning & Operations, MJC, effective April 15, 2002.

13. Lateral Transfer - Classified

RECOMMENDATION: That the Board of Trustees approve the transfer of Nancy Holmes from Program Representative I, Real Estate Education Center to Program Representative I, California Community Colleges Faculty and Staff Diversity Registry, YCCD, effective July 1, 2002. Position is 80%, 11 months.

14. Termination of Probationary Employment – Classified

RECOMMENDATION: That the Board of Trustees approve the termination of probationary employment of David Tingle, Campus Security Officer I (40%), Columbia College, effective April 10, 2002.

E. PERSONNEL ITEMS

15. Reduction in Force - Classified

Expiration of funding for the Excellence in Performance (EIP) Project under the Workforce Training Center has created the need for a reduction in program staff (1.00 FTE) effective June 30, 2002.

RECOMMENDATION: That the Board of Trustees approve **Resolution No. 01-02/11**, Classified Reduction in Staff, authorizing a reduction in classified personnel and appropriate notice to affected staff.

16. Reduction in Force – Classified

Expiration of funding for the California Community Colleges Real Estate Education Center has created the need for a reduction in program staff (.75 FTE) effective June 30, 2002.

RECOMMENDATION: That the Board of Trustees approve **Resolution No. 01-02/12**, Classified Reduction in Staff, authorizing a reduction in classified personnel and appropriate notice to affected staff.

17. Reduction in Force – Classified

Expiration of funding for the CalWORKS Program has created the need for a reduction in program staff (12.0 FTE) effective June 30, 2002.

RECOMMENDATION: That the Board of Trustees approve **Resolution No. 01-02/13**, Classified Reduction in Staff, authorizing a reduction in classified personnel and appropriate notice to affected staff.

18. Reduction in Force – Classified

Reorganization of the Criminal Justice Training Center (CJTC) has created the need for a reduction in program staff (3.0 FTE) effective June 30, 2002.

RECOMMENDATION: That the Board of Trustees approve **Resolution No. 01-02/14**, Classified Reduction in Staff, authorizing a reduction in classified personnel and appropriate notice to affected staff.

19. Voluntary Demotion in Lieu of Layoff – Classified

RECOMMENDATION: That the Board of Trustees approve the voluntary demotion in lieu of layoff of Virgil Atchison from Range Coordinator/Range 27, MJC Criminal Justice Training Center, to Maintenance II/Range 25, YCCD Facilities and Operations, effective July 1, 2002.

F. COMMENTS FROM THE PUBLIC

This time is for comments on district business items not included elsewhere on the agenda. Persons wanting to address the Board of Trustees at this time should have completed a Speaker's Request form and given it to the Board stenographer. Individuals may be limited to 5 minutes each.

G. ANNOUNCEMENTS

1. The next regular meeting will be held on Tuesday, June 4, 2002. Closed session will begin at 3:30 p.m. and open session at 5:00 p.m. in the YCCD Board Room, 2201 Blue Gum Avenue, Modesto.
2. For planning purposes, there will be no July meeting.