

AGENDA
YOSEMITE COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES
FOUR HUNDRED SIXTY-FOURTH REGULAR MEETING
OCTOBER 8, 2003

2:00 P.M. Grand Opening of Columbia College Learning Resources Center

3:30 P.M. Call to Order – Cedar 10

Recess to closed session

- Discussion:
1. Pursuant to G. C. Section 54957 - Public Employee Discipline/Dismissal/Release
 2. Pursuant to G. C. 54957.6 - Collective Bargaining (YFA and CSEA)
 3. Pursuant to G. C. Section Pursuant to G. C. 54956.9 - Anticipated Litigation

5:30 P.M. – Reconvene to open session – Dogwood Forum

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.

Pledge of Allegiance to the Flag

Approval of the Minutes

RECOMMENDATION: That the Board of Trustees approve the minutes of the regular meeting of September 2, 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. Dedication of Columbia College Learning Resources Center

Earlier on this day, the Board of Trustees, YCCD staff, students, and members of the public participated in the official grand opening of this wonderful new facility. Commendations and congratulations were received and tours were conducted. It is expected that this facility will contribute to Columbia College's goal of academic excellence.

2. Groundbreaking Ceremony for the Mary Stuart Rogers West Campus Student Learning Center

On Monday, October 13 at 4:00 p.m., a groundbreaking ceremony for the new Mary Stuart Rogers West Campus Student Learning Center will take place. This facility will enhance the services provided to the more than 5,000 students who now take classes on MJC's West campus. The facility was made possible by a generous donation from the Mary Stuart Rodgers Foundation, a self-imposed fee by the MJC Associated Students, and general funds. Along with the recently completed Sierra and Yosemite Halls, it makes a milestone in the development of "West Campus" as a full-fledged college campus.

3. Improvements Completed at Columbia College's Carkeet Park

Columbia College is pleased to announce the completion of improvements made to Carkeet Park and the Segerstrom Amphitheater. With the support of the Columbia College Foundation and public donations, the park is now accessible to disabled individuals with upgrades that include an ADA-accessible portable restroom, concrete pads and walkways, wheelchair-accessible picnic tables, and designated parking stalls.

4. 51st Annual MJC Agriculture Open House

Everyone is invited to the 51st Annual MJC Agriculture Open House which will be held on Thursday, October 9, 2003, in the Agriculture complex on the MJC East Campus. Special activities include student displays and will highlight the Young Farmer leadership organization, the CASS international student program, and the Dairy and Livestock Judging Teams. Student displays will be open and a BBQ chicken dinner will be served from 5:30 – 7:00 p.m. Tickets to the BBQ dinner must be purchased in advance and are \$7 each.

5. MJC Foundation Athletics Fundraiser

The MJC Foundation and MJC Athletics Department are having a Spaghetti Dinner on October 10, from 6 to 8 p.m. at the American Legion Hall, located at 1001 South Santa Cruz Avenue in Modesto. Tickets, \$20 for adults and \$10 for children, will be available at the door or by calling 575-6068 or 575-6269. All proceeds will benefit the 21 intercollegiate sports teams at Modesto Junior College.

I. REPORTS AND INFORMATION ITEMS

C. Activities and Announcements

6. Say "No" to Hate Crime Community Rally

The 4th Annual Say "No" to Hate Crime Community Rally will be held October 12, from 3:00 p.m. to 5:00 p.m. The march will begin on the corner of 10th and J Streets in Modesto for a 10-minute walk to Graceada Park, where the program will include presentations, speakers and informational booths. The Rally is co-sponsored by YCCD, MJC, NAACP, City of Modesto, Stanislaus County, The Modesto Bee, CSU Stanislaus, Modesto Teachers Association, Peace Life Center, PFLAG, Wings of Protection, and the Carole Sund/Carrington Foundation.

7. MJC and Columbia College Transfer Days

Representatives from over 55 colleges and universities will be on our college campuses this month to provide information and literature about their institutions' academic programs and admission procedures. These free events are designed for high school juniors and seniors and their parents, and college students thinking about transferring to 4-year institutions. MJC's Transfer Day and College Night will be held on October 15 from 9:00 a.m. to 1:00 p.m. and then from 5:30 p.m. to 8:30 p.m. in the Student Center Rotunda on the East Campus. Columbia College will host their annual Transfer Day on Friday, October 17 from 10:00 a.m. to 1:00 p.m. in the Oak Pavilion.

8. Baker Station Retreat

Columbia College's Academic Senate recently hosted a retreat at Baker Station August 22-24, 2003. This property is located on Highway 108 in the high Sierra. The development is a partnership between Columbia College and the U. S. Forest Service. Approximately 20 people attended the retreat. Included in the activities were discussions on future staff development, a presentation by the Sustainability Committee, the possible bond issue through the District, and ideas on ways to support Baker Station. Commendations are due to Ida Ponder, Morgan McBride, Jeff Tolhurst, Alicia Kolstad, Lynn Martin and Jeff Fitzwater for organizing this event.

9. Columbia College's FOCUS 2003

FOCUS 2003, Columbia College's annual report to the community on higher education was recently completed. It highlights the College's involvement with the community through major partnerships with local organizations as well as public service presentations encouraging community education. The report also includes information on student demographics, prestigious accreditations, new programs, campus activities, and faculty awards. Copies of FOCUS 2003 are available through Columbia College President's Office.

I. REPORTS AND INFORMATION ITEMS

D. Presentations/Updates

1. ACCT Conference

In September, Trustee Flores and Chancellor Fisher attended the Association of Community College Trustees (ACCT) Annual Convention in Denver, Colorado. The theme was "Ensuring the Future of America's Workforce." The Chancellor and Trustee Flores will share information and observations from that conference.

2. Central Valley Higher Education Consortium (CVHEC) Conference

Several staff members from Columbia College and MJC participated in a recent CVHEC conference held at Yosemite's Tenaya Lodge. CVHEC was established by the presidents and chancellors of colleges and universities from Stockton to Bakersfield, with the focus of promoting and creating a college-going culture within the Central Valley. Participants will share ideas and strategies generated to recruit and support students who traditionally do not attend college.

3. Student Health and Wellness: A Vital Link to Student Success

National research indicates a dramatic link between health issues and student performance. Laureen Campana, RN NP MPH, Columbia College's Coordinator for Health Services since 2000, will give a brief overview of how her office provides direct support and resources to the college community. She has been actively engaged in creating a variety of interesting and innovative programs designed to expand student and staff awareness of pertinent health issues as well as establish stronger ties to community resources.

II. ACTION ITEMS

A. Consent Agenda

1. ☆Purchase Orders

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

2. Acceptance of Gifts

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

- a. A collection of insects/butterflies and science books from Joan L. Borg to be used in the Biology Program at Columbia College.
- b. A 1968 CF Mack Fire Engine from the City of Alameda, to be used in the Columbia College Fire Technology Program.
- c. Breeding services and A.I. Technician practices from Frontier Cattle Company, to be used for the animal science program at Modesto Junior College.
- d. A Pug utility vehicle from Ray Alamo Dairy to be used for the Mechanized Ag Program at Modesto Junior College.
- e. A donation of \$1,000 from Vivian Olsen, for the purchase of walnut trees to be used in the Beckwith Instructional Lab at Modesto Junior College.

3. Curriculum Review - MJC

RECOMMENDATION: That the Board of Trustees approve curriculum additions, deletions, and modifications for Modesto Junior College for the period of September 10, 2002 – April 8, 2003.

(The report was previously provided to the Board of Trustees for their review.)

II. ACTION ITEMS

A. Consent Agenda

4. ☆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. Paraprofessional Title I Educational Program – Guidance 110 – MJC
Submitted to the Ceres Unified School District
Agency share: \$1,865; Proposer share: \$0
- b. Cooperative Association of States for Scholarships (CASS) Cycle 2003 – MJC
Submitted to Georgetown University
Agency share: \$572,400; Proposer share: \$0
- c. Targeted Technology Training Program – MJC
Submitted to Stanislaus County
Agency share: \$63,458
Proposer share: \$72,750 (In-Kind Contribution)
- d. Teacher Qualification Plan – Fall 2003 Semester – MJC
Submitted to the Stanislaus County Office of Education
Agency share: \$33,600; Proposer share: \$0
- e. Central California Regional Head Start Intensive Teacher Training – MJC
Submitted to the Stanislaus County Office of Education
Agency share: \$28,455; Proposer share: \$0

II. ACTION ITEMS

B. Personnel Items

1. Resignation – Classified

RECOMMENDATION: That the Board of Trustees accept the resignation of Spiro Stamos, Laboratory Technician II, Science, Mathematics & Engineering, Modesto Junior College, effective August 15, 2003.

2. Resignation – Classified

RECOMMENDATION: That the Board of Trustees accept the resignation of Michele Richardson, Support Staff II, Child Development Training Consortium, YCCD, effective September 25, 2003.

3. Resignation – Classified

RECOMMENDATION: That the Board of Trustees accept the resignation of Glen Hulse, Custodian, YCCD Facilities, effective September 26, 2003.

4. Resignation – Certificated

RECOMMENDATION: That the Board of Trustees accept the resignation of Michele Wandersee, EMS/Paramedic Instructor, Columbia College, effective December 22, 2003.

5. Probationary Appointment - Classified

RECOMMENDATION: That the Board of Trustees approve the probationary appointment of Aracely Rodriguez to General Clerk (47.5%), Student Success, Student Services, Modesto Junior College, effective September 8, 2003 (10-month work year), contingent upon funding.

6. Probationary Appointment - Classified

RECOMMENDATION: That the Board of Trustees approve the probationary appointment of Daniel Nestlerode, Laboratory Assistant I (75%), Agriculture & Environmental Sciences, Modesto Junior College, effective September 8, 2003 (10-month work year), contingent upon funding.

7. Probationary Appointment - Classified

RECOMMENDATION: That the Board of Trustees approve the probationary appointment of Preet Bidwal, Program Representative II, Business, Behavioral & Social Science, Modesto Junior College, effective September 5, 2003.

II. ACTION ITEMS

B. Personnel Items

8. Promotional Appointment - Classified

RECOMMENDATION: That the Board of Trustees approve the promotional appointment of Donna Yarnal to Administrative Secretary, Student Success/Student Services, Modesto Junior College, effective October 6, 2003.

9. Termination of Employment – Classified

RECOMMENDATION: That the Board of Trustees confirm the termination of classified employment of Barbara Hire, Food Service Cashier, Modesto Junior College, effective September 5, 2003.

10. Voluntary Change in Assignment – Classified

RECOMMENDATION: That the Board of Trustees approve a voluntary change in assignment from 10 months/30 hours per week to 9 months/34 hours per week for Casey Bonavia, Lab Assistant III, Science/Math, Columbia College, effective academic year 2003-04.

11. Increase in Assignment – Classified

RECOMMENDATION: That the Board of Trustees approve an increase in assignment from 48% to 100% for Elaine Schuber, Financial Aid Technician II, Financial Aid, Modesto Junior College, effective September 8, 2003.

12. Title Change – Educational Administrator

RECOMMENDATION: That the Board of Trustees approve a change in title for Peggy Kroll, from Director of Project TEAM to Director of Early College Programs, Instruction, Modesto Junior College, effective November 1, 2003.

13. ☆Reduction in Force – Classified

Expiration of Employer Training Panel (ETP) funding has created the need for a reduction in program staff (one position) at Modesto Junior College effective November 9, 2003.

RECOMMENDATION: That the Board of Trustees approve Resolution No. 03-04/07, Classified Reduction in Staff, authorizing a reduction in classified personnel and appropriate notice to affected staff.

II. ACTION ITEMS

B. Personnel Items

14. ☆Short-Term Appointee List

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

15. Administrative Transfer – Classified

RECOMMENDATION: That the Board of Trustees confirm the transfer of Rhonda Wolf, Secretary II, from Grant Development, YCCD Central Services, to Agriculture and Environmental Sciences/Technical Education at Modesto Junior College, effective November 1, 2003.

II. ACTION ITEMS

C. Discussion Items

1. ☆Hispanic Heritage Month

The Yosemite Community College District recently received information and a request from community members and our trustees to support a resolution in honor of "National and California Hispanic Heritage Month" from September 15 - October 15. Activities related to this recognition have been held on campus and in our community.

RECOMMENDATION: That the Board of Trustees adopt Resolution No. 03-04/06.

2. Educational Master Plan 2003-2004 Update

The Board of Trustees previously received the 2003-2004 Educational Master Plan (EMP), which was prepared by the staff over the last year. This update reflects priorities and objectives that will guide our activities this year. A revised Educational Master Plan, including a new Facility Master Plan, will be developed during this academic year. Nick Stavrianoudakis, Director of External Affairs, will explain the process and the data used to develop the EMP and our continuing efforts to improve the format. The college presidents will describe their priorities and major initiatives for 2003-2004.

RECOMMENDATION: That the Board of Trustees approve the 2003-2004 Educational Master Plan.

3. ☆2003-2004 Final Budget – Public Hearing

On June 3, 2003, the Board of Trustees adopted the 2003-2004 Yosemite Community College District Tentative Budget. The State budget for 2003-2004 was finally passed by the Legislature and signed by the Governor on August 2, 2003. Due to the lateness of the State budget adoption, community college districts were provided an additional month to develop their local budgets.

The District's final revenue budget has been prepared based on achieving a 3% enrollment growth, a positive but challenging goal. Both colleges received augmentations to cover the cost for this growth. The budget does not include a COLA as none was provided by the State.

Expenditure budgets have been adjusted for increased costs associated with health benefits, state unemployment insurance, public employer's retirement system contributions, and an assessment to cover a deficit and closing costs for the SEBA health benefits JPA.

II. ACTION ITEMS

C. Discussion Items

3. ☆2003-2004 Final Budget – Public Hearing (continued)

During fiscal year 2002-2003 the District set a goal of 18 months to address the projected General Fund deficit. The colleges and Central Services were given savings targets to meet by the end of fiscal year 2003-2004. The 2003-2004 budgets were reduced to meet the deficit reduction targets and expenditure cuts made as necessary.

As approved by the Board of Trustees previously, the fund balance reserve has been temporarily reduced from 5% to 4% for 2003-2004 to help balance the budget.

It should be noted that the contribution to the Retiree Liability Fund is not budgeted in 2003-2004 or in 2004-2005 nor was a contribution made to this fund during fiscal year 2002-2003. The District will need to resume this contribution during the 2005-2006 fiscal year to be in compliance with the Governmental Accounting Standards Board.

The 2004-2005 projected budget is presented for information only. It includes the known health benefit increases but not the new increases likely in January 2005. If we make our enrollment target this year and next, and the property tax deficit continues, and there are no increases, we still will be short approximately \$3.1 million. This shortfall may be met through a combination of year-end savings in 2004, reduced expenditures in 2005, reduced staffing costs through golden handshakes, and collective bargaining agreements related to salary and benefits. Of course, it is hoped that there will be some relief provided by the State, but at this time that does not seem promising.

RECOMMENDATION: That the Board of Trustees:

- a. Conduct a public hearing regarding the 2003-2004 Final Budget for the Yosemite Community College District;
- b. Adopt the District's 2003-2004 Final Budget; and
- c. Authorize staff to prepare and file the necessary annual Financial and Budget Report (CCSF-311) with the required agencies.

II. ACTION ITEMS

C. Discussion Items

4. ☆Resolution of Intent to Dedicate Easement

Education Code 81310 authorizes the Board of Trustees to make a dedication of certain property for the purposes of installation, maintenance and repair of irrigation facilities. The Board intends to dedicate an easement to the Modesto Irrigation District (MID) as identified on the legal description in Exhibit A (see attachment), which is located on the south property line of the Beckwith Ranch. The Board must also set a date for a public hearing regarding the dedication.

RECOMMENDATION: That the Board of Trustees adopt Resolution No. 03-04/05, Intent to Dedicate Easement, as described on Exhibit A, to Modesto Irrigation District for the purpose of installation, maintenance, and repair of irrigation facilities and set November 12, 2003, for the public hearing on the matter.

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. **NEXT MEETING**

A. The Board of Trustees will adjourn to a mini-retreat on October 23 in the YCCD offices. There will be a closed session followed by an open session that focuses on the development of a new Facility Master Plan. No action will be taken at this meeting.

B. The next regular meeting of the Board of Trustees will be held on Wednesday, November 12. Closed session will begin at 3:30 p.m. in YCCD Conference Room B, followed by open session at 5:30 p.m. in the YCCD Board Room, 2201 Blue Gum Avenue, Modesto.

V. **ADJOURNMENT**

A. The meeting will adjourn in memory of Pat Pantaleoni, Administrative Assistant to Dr. Riggs, who passed away on September 26.