

AGENDA
YOSEMITE COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES
FOUR HUNDRED SEVENTY-FIFTH REGULAR MEETING
SEPTEMBER 8, 2004

2:00 P.M. Tour of the Mary Stuart Rogers West Campus Student Learning Center

3:30 P.M. Open Session - Call 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
YCCD Chancellor Search
Discipline/Dismissal/Release
 2. Pursuant to G. C. Section 54956.9(a) – Litigation
Case: Ace vs. YCCD, No. F042272
Case: Hearing concerning intended faculty termination
 3. Pursuant to G. C. Section 54956.9(b)
Significant Exposure to Litigation: Two cases
 4. Pursuant to G. C. Section 54957.6 - Conference with Labor Negotiations
District representatives: J. Williams, T. Scott, D. Wirth, G. Railey
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.

Pledge of Allegiance to the Flag

Special Presentation to Dr. Wilma McLeod

Report out from Closed Session (if any)

Approval of the Minutes

RECOMMENDATION: That the Board of Trustees approve the minutes of the regular meeting of August 11, 2004 and the Board Retreat of August 18, 2004.

I. REPORTS AND INFORMATION ITEMS

- A. Student Activity Reports
- B. Academic Senate Activity Reports
- C. Activities and Announcements

1. MJC presents An Evening with Shoshanna Johnson

The MJC Distinguished Lecture Series presents *An Evening with Shoshanna Johnson - "Freedom Isn't Free"* on Thursday, September 30, at 7 p.m. in the MJC Auditorium. Army Specialist Johnson was held captive for three weeks during Operation Iraqi Freedom after being wounded in both legs when the convoy she was traveling in was ambushed. US Army officials have identified Johnson as the first black female POW in U.S. war history. This inspirational evening is free and open to the public. More information is available online at www.gomjc.org under news and events.

2. MJC Summer Sonata Update

MJC's 8th annual Summer Sonata was held at the home of Jim and Sue Coleman in Modesto on July 9. Over 400 dinner guests were served for the event that netted nearly \$90,000. Thanks go to George Retamoza, MJC Foundation Director, the over 100 staff, faculty and friends who volunteered and the 35 sponsors who made the event so successful.

3. Bond Measure E Update

On July 14, 2004 the YCCD Board of Trustees voted unanimously to place a \$326 million dollar job training and facilities repair bond measure on the November 2 ballot-Measure E. Community, students and alumni interested in seeking additional information regarding the bond can do so by visiting the districts website at <http://www.yosemite.edu/bond/>. In addition, a Friends of Modesto Junior College and Columbia College YES on Measure E campaign committee was formed which includes staff, student and community volunteers. Members of this committee have requested to brief the Board on their activities.

4. MJC Marketing Campaign

The Graphics Standards Committee for Modesto Junior College recently approved an updated version of the MJC logo that incorporates the full name of the college and adds a "swish" above the initials as part of the new logo artwork. Linda Hoile, MJC Director of Marketing & Public Relations, will present samples of the new logo and introduce the staff members that worked on the logo project. MJC is using the marketing theme "*I am MJC*" for the 2004-05 academic year and this presentation will include a brief overview of how the theme has been integrated into the college's catalog, class schedule, website and advertising.

I. REPORTS AND INFORMATION ITEMS

C. Activities and Announcements

5. MJC West Side Center Update

The Board of Trustees approved the development of the MJC West Side Center in the fall of 2002. This fall, the West Side Center has begun its fourth semester of service to communities on the west side of Stanislaus County. There are 210 students enrolled in ten courses this semester. The center provides a convenient location for residents of Patterson, Newman, Westley, Grayson, Crows Landing, Vernalis and Gustine to take college classes. Additional services are offered each semester and plans for expansion of the center are in progress. Mr. George Boodrookas, Dean of Community & Economic Development, will share results of the first three semesters as well as plans for future development.

I. REPORTS AND INFORMATION ITEMS

D. Presentations/Updates

1. The Thailand Project

Faculty who accompanied 20 students to Thailand in July on a study trip will report on this successful inaugural experience. We will show the Board photos on the project web site, answer questions, and introduce the Board to student-participant Nissa Ophaso, who was featured recently in a Modesto Bee article (Saturday, August 14 edition, B-1) on the trip.

2. Accreditation Update

Both colleges are actively involved in conducting their respective self-studies in preparation for an Accreditation Team visit in the Fall 2005. The college presidents will provide and update describing activities and progress made to date.

3. Board of Trustees Self-Evaluation

As called for in board policy and Accreditation Standards, the Board of Trustees conducted their annual Self-Evaluation process and assessed progress on their 2003-2004 goals at their annual Board Retreat. Each trustee completed an evaluation and the information was compiled. Chair Schrimp will share the results.

II. ACTION ITEMS

A. Consent Agenda

1. ☆Purchase Orders

RECOMMENDATION: That the Board of Trustees approve the purchase orders issued from July 1, 2004 through July 31, 2004.

2. Acceptance of Gifts

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

- a. Eighty-one (81) SCBA (breathing apparatus) units from the City of Manteca Fire Department, to be used by the students in the Basic Fire Academy, Regional Fire Training Center at Modesto Junior College.
- b. Sixty (60) walnut trees and grafting from Orestimba Nursery, to be used in the Instructional Lab/Walnut Orchard at Modesto Junior College.
- c. Twelve 4x4 plexiglass skylights from DeLiddo & Associates, to be used for the gymnasium at Modesto Junior College.

3. Rejection of Claim

The District has received claim against the Yosemite Community College District from Jorge Sales for \$27,544.20 for medical bills and an unknown amount for loss of earnings and anticipated future surgery allegedly resulting from an accident that occurred on February 25, 2004, on MJC East Campus.

RECOMMENDATION: That the Board of Trustees reject the claim presented by Jorge Sales and refer the claim to the District's claims administrator.

4. Rejection of Claim

The District has received claim against the Yosemite Community College District from Delinda Velasquez for an amount exceeding \$10,000 for medical expenses allegedly resulting from an accident that occurred on February 28, 2004, on MJC East Campus.

RECOMMENDATION: That the Board of Trustees reject the claim presented by Delinda Velasquez and refer the claim to the District's claims administrator.

II. ACTION ITEMS

A. Consent Agenda

5. Notice of Completion of Contract

The contract for the Asbestos Encapsulation Project, Library, Modesto Junior College East Campus, Bid #04-1539, has been completed and inspected.

RECOMMENDATION: That the Board of Trustees accept the work performed by Janus Corporation on Asbestos Encapsulation Project, Library, Modesto Junior College East Campus, Bid #04-1539, as having been completed in accordance with the plans and specifications, and authorize final payment to be made.

6. ☆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. Teacher Qualification Program – Fall 2004, Semester, MJC
Submitted to Stanislaus County Office of Education – Child Family Services
Agency share: \$24,158; Proposer share: \$0

II. ACTION ITEMS

B. Personnel Items

1. Retirement – Educational Administrator

RECOMMENDATION: That the Board of Trustees grant retirement emeritus status to Wilma McLeod, Vice President, Student Services, Modesto Junior College, effective August 19, 2004, and officially commend her for 14 years of valuable service to the District (STRS Golden Handshake).

2. Retirement – Academic

RECOMMENDATION: That the Board of Trustees grant retirement emeritus status to Robert Raduechel, Automotive Technology Instructor, Modesto Junior College, effective August 19, 2004, and officially commend him for 21.5 years of valuable service to the District (STRS Golden Handshake).

3. Retirement – Academic

RECOMMEDATION: That the Board of Trustees grant retirement emeritus status to Suzanne Patterson, Learning Disabilities Specialist, Columbia College, effective August 19, 2004 and commend her for 13 years of valuable service to the District (STRS Golden Handshake).

4. Retirement – Management

RECOMMENDATION: That the Board of Trustees grant retirement status to Elisa Osnaya, Administrative Assistant to the Chancellor, Chancellor's Office, Yosemite Community College District, effective August 19, 2004, and officially commend her for 10.5 years of valuable service to the District (PERS Golden Handshake).

5. Retirement - Classified

RECOMMENDATION: That the Board of Trustees accept the retirement of Sandra Sample, Child Development Center Master Teacher, Allied Health/Family & Consumer Sciences, Modesto Junior College, effective August 21, 2004 and officially commend her for 13 years of valuable service to the District.

II. ACTION ITEMS

B. Personnel Items

6. Retirement – Classified

RECOMMENDATION:

That the Board of Trustees grant retirement status to Gloria Morris, Bookstore Cashier, Modesto Junior College, effective August 19, 2004 and officially commend her for 18 years of valuable service to the District (PERS Golden Handshake).

7. Retirement – Classified

RECOMMENDATION:

That the Board of Trustees grant retirement status to Ann Ballantyne, Support Staff III, Modesto Junior College, effective August 19, 2004 and officially commend her for 10 years of valuable service to the District (PERS Golden Handshake).

8. Retirement – Classified

RECOMMENDATION:

That the Board of Trustees accept the retirement of Virgil Atchison, Range Coordinator, Criminal Justice Training Center, Modesto Junior College, effective August 19, 2004 and officially commend him for 33 years of valuable service to the District (PERS Golden Handshake).

9. Extension of Contract

RECOMMENDATION:

That the Board of Trustees approve an extension of the contract for Don Borges, Director of Ag/Tech Prep, Ag & Environmental Sciences & Tech Ed, Modesto Junior College, effective August 1, 2004 to August 31, 2004.

10. Interim Appointment – Educational Administrator

RECOMMENDATION:

That the Board of Trustees approve the appointment of Laurie Prusso as Interim Dean of Allied Health/Family & Consumer Sciences, Modesto Junior College, effective August 1, 2004, for a period not to exceed one year.

11. Interim Appointment – Academic

RECOMMENDATION:

That the Board of Trustees approve the appointment of Jeff Fitzwater to the position of Interim Counselor, Columbia College, effective August 30, 2004, for a period not to exceed one year.

II. ACTION ITEMS

B. Personnel Items

12. Appointment – Classified Management

RECOMMENDATION: That the Board approve the classified management appointment of Rodney Hampton to the position of Campus Operations Manager I, Facilities Planning & Operations, YCCD, effective August 30, 2004.

13. Probationary Appointment – Classified

RECOMMENDATION: That the Board of Trustees approve the appointment of Joan Ferrell, to the position of Bookstore Buyer, Pirates Bookstore, Modesto Junior College, effective August 24, 2004.

14. Probationary Appointment – Classified

RECOMMENDATION: That the Board of Trustees approve the probationary appointment of Aracely Rodriguez to Financial Aid Technician II, Financial Aid, Modesto Junior College, effective August 15, 2004 contingent upon funding.

15. Probationary Appointment – Classified

RECOMMENDATION: That the Board of Trustees approve the probationary appointment of Linda Cross to Administrative Secretary, Instruction, Columbia College, effective August 12, 2004.

16. Probationary Appointment – Classified

RECOMMENDATION: That the Board of Trustees approve the probationary appointment of Karen Tabacco to the position of Secretary II, Family & Consumer Science, Modesto Junior College, effective September 7, 2004.

17. Probationary Appointment – Classified

RECOMMENDATION: That the Board of Trustees approve the probationary appointment of Surinder Singh Bhalaru to the position of Programmer Analyst II, Information Technology, YCCD, effective September 7, 2004.

II. ACTION ITEMS

B. Personnel Items

18. Promotional Appointment – Classified

RECOMMENDATION: That the Board of Trustees approve the promotional appointment of Penny Belus to Laboratory Assistant II, Business, Behavioral and Social Sciences, Modesto Junior College, effective August 16, 2004.

19. Promotional Appointment – Classified

RECOMMENDATION: That the Board of Trustees approve the promotional appointment of Melissa Clark to Scholarship Specialist, Financial Aid/Scholarships, Modesto Junior College, effective August 2, 2004, contingent upon funding.

20. Interim Appointment – Educational Administrator

RECOMMENDATION: That the Board of Trustees approve the appointment of Diane Wirth as Interim Vice Chancellor, Human Resources, YCCD, effective July 1, 2004, for a period not to exceed one year.

21. Interim Appointment – Educational Administrator

RECOMMENDATION: That the Board of Trustees approve the appointment of George Railey, Jr. as Interim Vice Chancellor, Educational Services, YCCD, effective July 1, 2004, for a period not to exceed one year.

22. Interim Appointment - Educational Administrator

RECOMMENDATION: That the Board of Trustees approve the interim administrative appointment of Steve Collins to the position of Vice President of Instruction, Modesto Junior College, effective September 1, 2004 to May 1, 2005.

23. Voluntary Reduction in Assignment – Classified

RECOMMENDATION: That the Board of Trustees approve the voluntary reduction in assignment from 100% to 87.5% for Letitia Senechal, Curriculum Information Specialist, Instruction, Modesto Junior College, effective August 30, 2004 to December 17, 2004.

II. ACTION ITEMS

B. Personnel Items

24. Increase in Assignment – Classified

RECOMMENDATION: That the Board of Trustees approve an increase in assignment for Ernesto Magdelano, Laboratory Assistant II, Science, Mathematics & Engineering, Modesto Junior College, from 50% to 100%, effective August 1, 2004.

25. Temporary Increase in Assignment – Classified

RECOMMENDATION: That the Board of Trustees approve the temporary increase in assignment from 45% to 100% for Manuel Vargas, Instructional Assistant, Library Learning Resources, Modesto Junior College, effective August 30, 2004, and ending October 4, 2004, as needed.

26. Temporary Increase in Assignment – Classified

RECOMMENDATION: That the Board of Trustees approve the temporary increase in assignment as needed for Kristin Hogan, Buyer II, Purchasing, Central Services from 80% to 100%, effective August 23, 2004 to June 30, 2005.

27. Resignation - Classified

RECOMMENDATION: That the Board of Trustees accept the resignation of Teresa Lazacano, Support Services Aide I, Infant/Toddler Center, Modesto Junior College, effective July 25, 2004.

28. Resignation - Classified

RECOMMENDATION: That the Board of Trustees accept the resignation of Deepa Rekha, Financial Aid Technician I, Financial Aid, Modesto Junior College, effective August 25, 2004.

29. Termination of Employment – Classified

RECOMMENDATION: That the Board of Trustees confirm the termination of employment of Stephen Carroll, Programmer Analyst II, Information Systems, YCCD, effective August 9, 2004.

II. ACTION ITEMS

B. Personnel Items

30. Probationary Appointment – Classified

RECOMMENDATION: That the Board of Trustees approve the probationary appointment of Kimberly Kendrick at 75% of assignment to the position of Support Staff II, Science, Mathematics, & Engineering, Modesto Junior College, effective August 30, 2004.

31. Temporary Appointment – Academic

RECOMMENDATION: That the Board of Trustees approve the temporary appointment of Leanne Bartels to the position of Allied Health Division, Modesto Junior College, for the 2004-2005 academic year. This position is funded by the Hospital Consortium.

32. Reorganization – Classified

Administrative Procedure 4204 allows for elimination of existing classified positions and the creation of new classified positions, in response to changes in essential duties and responsibilities.

RECOMMENDATION: That the Board of Trustees approve the following actions effective August 1, 2004:

- A. Eliminate the following classified position:
Instructional Assistant II, Student Services.
(Classified salary range 20).
- B. Create the following position: Program
Representative II, Student Services (Classified
salary range 26).
- C. Appoint Kimberly Carter, currently employed in
the affected position, to the new classified
assignment.

II. ACTION ITEMS

B. Personnel Items

33. Reorganization – Columbia College

Administrative Procedure 4204 allows for organizational change, in response to changes in essential duties and responsibilities. Administrative review of the Columbia College Administrative Services and Student Financial Services Departments has resulted in a proposal to create the following positions at Columbia College. The following personnel recommendation is intended to reflect the changes in responsibility consistent with the reorganization of the departments' responsibilities. CSEA, Chapter 420, the exclusive representative for classified staff, has been consulted and has agreed with the proposed classified changes.

RECOMMENDATION: That the Board of Trustees approve the following actions effective September 1, 2004:

A. Eliminate the following classified positions:

- ❖ Financial Aid Accountant (Classified, Range 38)
- ❖ Account Technician II (Classified, Range 22)
- ❖ Financial Aid Technician II (Classified, Range 19)
- ❖ Director, Administrative & Accounting Services (Management, Range 38)

B. Create the following positions:

- ❖ Financial Aid Manager (Classified Management, Range 21)
- ❖ Fiscal Services Supervisor, Columbia College (Classified Management, Range 18)
- ❖ Financial Aid Technician III (Classified, Range 26)
- ❖ Chief Operations Officer (Management, Range 43)

C. Appoint the following staff currently employed in the affected positions, to the new assignments:

- ❖ Cass Larkin, Financial Aid Manager
- ❖ Robert Gritz, Fiscal Services Supervisor
- ❖ Marnie Love Shively, Financial Aid Technician III
- ❖ Connie Mical, Chief Operations Manager

34. Resignation – Academic

RECOMMENDATION: That the Board of Trustees accept the resignation of Maria Madruga, English Instructor at Columbia College, effective August 23, 2004.

II. ACTION ITEMS

B. Personnel Items

35. Temporary Appointment – Academic

RECOMMENDATION: That the Board of Trustees approve the temporary appointment of Kelly Butler to the position of Allied Health Instructor, Allied Health Division, Modesto Junior College, for the 2004-2005 academic year. This position is funded by the Hospital Consortium.

36. Increase in Assignment – Classified

RECOMMENDATION: That the Board of Trustees approve the temporary increase in assignment from 05% to 90% for Kimberly Mitchell, Instructional Assistant I, Business, Behavioral & Social Sciences, Modesto Junior College, effective August 30, 2004.

37. Promotional Appointment - Classified

RECOMMENDATION: That the Board of Trustees approve the appointment of Ashorina Yadegar to the position of Account Technician II, Auxiliary Services, YCCD, effective September 1, 2004.

38. Temporary Appointment - Academic

RECOMMENDATION: That the Board approve the temporary appointment of Charles Mullins to the position of Speech Instructor, Arts, Humanities & Communications, Modesto Junior College, effective for the Fall 2004 semester only.

39. Voluntary Reduction in Assignment - Classified

RECOMMENDATION: That the Board of Trustees approve a voluntary reduction in work assignment for Karin Rodts, from 40 hours per week (100%) to 32 hours per week (80%), effective August 30, 2004 through December 18, 2004.

40. Temporary Increase in Assignment – Classified

RECOMMENDATION: That the Board of Trustees approve a temporary increase in assignment for Doralyn Foletti, Program Representative II, Columbia College, from 30 hours per week/10-month assignment to 40 hours per week/10-month assignment, effective August 30, 2004 to April 30, 2005.

II. ACTION ITEMS

B. Personnel Items

41. Voluntary Demotion

RECOMMENDATION: That the Board of Trustees approve the request of a voluntary demotion for Sandra McCracken, Columbia College, from Admissions & Records Technician I to a Support Staff II position, effective September 9, 2004.

42. ☆Short –Term Appointee List

Recently adopted state law (AB500-Goldberg) pertaining to the employment of short-term employees provides that the governing board, at a regularly scheduled Board meeting, shall specify the service to be performed and certify the ending date of service. The enclosed list of short-term appointees is intended to bring the District into compliance with AB500. Subsequent lists of short-term appointees will be submitted for Board approval on a monthly basis.

RECOMMENDATION: That the Board of Trustees approve the list of short-term appointees.

II. ACTION ITEMS

C. Discussion Items

1. ☆Board of Trustees 2004-2005 Special Priorities

At their annual retreat on August 18, the Board of Trustees discussed various challenges facing the YCCD in the 2004-2005 academic year. Based upon that discussion, a tentative list of Board priorities was developed. The Interim Chancellor was asked to prepare a draft list for their review.

RECOMMENDATION: That the Board of Trustees review the draft Board of Trustees 2004-2005 Special Priorities, modify it as desired, and adopt a statement of their 2004-2005 Priorities.

2. ☆YCCD Negotiations Proposal to YFA

YFA previously presented a bargaining proposal to the District. A public hearing on the proposal has been conducted. The next steps in the process are the presentation of the District's proposal to YFA and the scheduling of a public hearing.

RECOMMENDATION: That the Board of Trustees approve the attached proposal to YFA and schedule a public hearing on October 13, 2004.

3. Representatives to the VIP/JPA Board of Directors

The bylaws of the Valley Insurance Program Joint Powers Agency require that:

"Each member of the authority shall appoint two members to the Board of Directors. One Director for each member may be an elected official of the member's governing board. The other Director for each member shall be a management-level employee of the member.

In addition, each member shall designate one Alternate Director, who may either be an elected official of the member's governing body or a management-level employee of the member."

Based on the above, it is necessary for the Board of Trustees to appoint a management-level employee to the VIP/JPA Board of Directors. Ms. Teresa Scott's (management-level employee) term expires September 30, 2004. Mr. Abe Rojas (elected official position) is in the middle of a two-year term.

RECOMMENDATION: That the Board of Trustees appoint Ms. Teresa Scott to the management-level employee position for a two-year term to begin October 1, 2004, and expire September 30, 2006.

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

- A. The next regular meeting of the Board of Trustees will be held on Wednesday, October 13. Closed session will begin at 3:30 p.m. and open session at 5:30 p.m. in the YCCD Board Room, 2201 Blue Gum Avenue, Modesto.