



SAN LUIS OBISPO COUNTY COMMUNITY COLLEGE DISTRICT

# BOARD OF TRUSTEES

## AGENDA

Regular Meeting  
December 5, 2007  
4:00 p.m.

**TIME: 2:00 p.m.—Call to Order/Recess to Closed Session**

Room 5402/Building 5000/Conference Center, Cuesta College Student Center/San Luis Obispo Campus

**TIME: 4:00 p.m.—Reconvene in Open Session**

Room 5401/Building 5000/Conference Center in the Cuesta College Student Center/San Luis Obispo Campus

The meeting of the Board of Trustees will be called to order and immediately recess to a Closed Session upon approval of the agenda. The Board will reconvene in Open Session, which is open to the public.

<b>A.</b>	<b>CALL TO ORDER</b>
<b>B.</b>	<b>ROLL CALL: ESTABLISHMENT OF QUORUM</b>

- Ms. Angela Mitchell, President
- Mr. Per C. Mathiesen, Vice President
- Mrs. Marie Kiersch
- Mrs. Gaye L. Galvan
- Mr. Patrick W. Mullen

<b>C.</b>	<b>APPROVAL OF AGENDA</b>
<b>D.</b>	<b>PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS</b>
<b>E.</b>	<b>RECESS TO CLOSED SESSION</b>

**NOTE:** The Board will consider and may act upon any of the following items in Closed Session. Any action taken will be reported publicly at the end of the Closed Session as required by law.

### 1. Classified/Management Personnel Actions

Appointments, Classified/Management

- a. Short-term, Hourly Employees
- b. Community Education Coordinator, Workforce, Economic Development and Community Programs
- c. Payroll Technician, Fiscal Services
- d. Network Technician, Computer Services

Change in Status

- a. Health Services Assistant, Health Center

Resignations

- a. Curriculum Specialist, Student Learning
- b. Administrative Assistant/Scheduling Specialist, Student Learning

Retirements

None

Public Employee Discipline/Dismissal/Release

None

**2. Academic Personnel Actions**

Appointments

- a. North County Campus Coordinator, Languages and Communications
- b. Fall 2007 Temporary Assignments

Partial Leave of Absence Without Pay

- a. Instructor, English

Pre-Retirement Reduced Workload

- a. Instructor, Social Sciences (Fall 2008)

Retirement

- a. Instructor, Mathematics

Public Employee Discipline/Dismissal/Release

None

**3. Conferences with Labor Negotiators**

- a. Agency Negotiator: Annette Loria  
Instructions Regarding Classified Employees
- b. Agency Negotiator: Ed Maduli  
Instructions Regarding Academic Employees
- c. Agency Negotiator: Angela Mitchell  
Instructions Regarding Unrepresented Employees: Confidential, Managers, Supervisors; Assistant Superintendent / Vice President, Student Learning, and Assistant Superintendent / Vice President, Student Services; settlement agreement and general release
- d. Agency Negotiator: Angela Mitchell  
Instructions Regarding Unrepresented Employee: Superintendent/President; contract negotiations

**F. RECONVENE IN OPEN SESSION**

Board of Trustees

- Ms. Angela Mitchell, President
- Mr. Per C. Mathiesen, Vice President
- Mrs. Gaye L. Galvan
- Mrs. Marie Kiersch
- Mr. Patrick W. Mullen
- Mr. Richie Kline, Student Trustee (Advisory Vote)

Administration

- Mr. Edralin J. Maduli, Interim Supt/President
- Ms. Toni Sommer, Interim Asst Supt / VP Admin Services
- Ms. Annette Loria, Exec Dir, HR and Labor Relations
- Ms. June Stephens, Exec Dir, Foundation / Inst Adv
- Ms. Sandee McLaughlin, Interim Asst Supt / VP Student Learning, NCC and SCC
- Ms. Roanna Bennie, Dean
- Ms. Allison Merzon, Interim Dean
- Ms. Michele McAustin, Interim Dean
- Ms. Joy Chambers, Interim Dean

**G. PLEDGE OF ALLEGIANCE**

**H. ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION**

**I. REPORTS FROM EMPLOYEE ORGANIZATIONS**

- 1. Academic Senate President
- 2. Cuesta College Federation of Teachers (CCFT) President

**3. Cuesta College Classified United Employees (CCCUE) President**

**4. Management Senate President**

**J. REPORTS FROM BOARD MEMBERS**

**NOTE:** Each member of the Board of Trustees may report about various matters involving the College District. There will be no Board discussion except to ask questions or refer matters to staff, and no action will be taken unless the item becomes part of a subsequent agenda.

**K. REPORT FROM SUPERINTENDENT/PRESIDENT**

**NOTE:** The Superintendent/President or designee may report to the Board of Trustees about various matters involving the College District. There will be no Board discussion except to ask questions or refer matters to staff, and no action will be taken unless the item becomes part of a subsequent agenda.

**1. Report from the Superintendent/President**

Interim President Ed Maduli will provide an update on recent events or activities on campus and other items of interest.

**2. Cuesta College Foundation Gifts**

The Foundation has received \$50,509.12 in cash, pledges, real and personal property, and non-cash gifts that supplant cash for the month of October 2007.

**L. COMMUNICATIONS**

**NOTE:** Members of the Board of Trustees and/or the Superintendent/President may report the receipt of various items of correspondence that may be of interest to the College District.

**M. REPORTS**

**1. Professional Development**

Interim President Ed Maduli will provide an update the Board regarding the position for Director, Professional Development, and the Professional Development Program.

**N. PUBLIC COMMENT**

**NOTE:** The public may address the Board of Trustees on any matter pertaining to the College District that is not on the agenda. The public may also address the Board on each of the remaining items on the agenda. Comments will generally be limited by the President of the Board of Trustees to three (3) minutes per item. If a large number of individuals wish to speak on a specific item, the Board may limit total input to thirty (30) minutes on any item. Individuals wishing to speak are asked to complete a request card and hand it to the Board secretary.

**O. BUSINESS AGENDA**

**ACTION / DISCUSSION ITEMS**

The next nine items are related to the organizational meeting of the Board of Trustees for the following year, December 1, 2007, through November 30, 2008.

**1. Election of Officers - President / Vice President / District Clerk**

Elect a President and Vice President of the Board of Trustees, and the District Clerk

**2. Date, Time, and Place of Regularly Scheduled Board Meeting**

The current schedule calls for regular meetings of the Board of Trustees to be held on the first Wednesday of each month at 4:00 p.m. If needed, the Board President, on the recommendation of the Superintendent/President, may schedule other meetings. Normally, when a Board meeting falls on a school holiday, the meeting is held on the following Thursday, at the same hour and location.

- 3. Appointment of a Official School District Representative to Annual Governing Board Representative Meeting for Election of County Committee on School District Organization**  
Appoint an Official School District Representative to Annual Governing Board Representatives' Meeting for Election of County Committee on School District Organization.
- 4. Appointment of a Liaison Representative to the San Luis Obispo County School Boards Association**  
Appoint a Liaison Representative to the San Luis Obispo County School Boards Association.
- 5. Appointment of Board of Trustees Audit Review Committee**  
In January 1992, the Board established a three-member Audit Review Committee. The Board may wish to consider the appointment of Board members at this time or continue with the current membership. Trustees Gaye Galvan and Angela Mitchell are currently serving on this committee with the Assistant Superintendent/Vice President of Administrative Services.
- 6. Approval of Superintendent/President, or Assistant Superintendent/Vice President as Authorized Agent of the Board of Trustees**  
Approve the Superintendent/President, or Assistant Superintendent/Vice President as Authorized Agent of the Board of Trustees.
- 7. Authorization of Superintendent/President and Assistant Superintendents/Vice Presidents as Agents of the Board of Trustees for Items Such as Revolving Funds, Payroll Orders, Warrant Listings, Applications for Funds, and Reports**  
Authorize the Superintendent/President and the Assistant Superintendents/Vice Presidents as agents of the Board for revolving funds, payroll orders, warrant listings, applications for funds, and reports.
- 8. Authorization of Superintendent/President and Assistant Superintendents/Vice Presidents as Agents of the Board of Trustees for Contracts**  
Authorize the Superintendent/President and Assistant Superintendents/Vice Presidents as Agents of the Board of Trustees for Contracts
- 9. Approval of Management Group Beginning December 1, 2007, for One Year**  
Approve the management group, as presented.

  - Superintendent/President
  - Assistant Superintendent/Vice President, Administrative Services
  - Assistant Superintendent/Vice President, Student Learning
  - Interim Assistant Superintendent/Vice President, Student Services, North County Campus and South County Centers
  - Interim Dean of Students
  - Dean of Student Learning, Humanities
  - Dean of Student Learning, Sciences, Mathematics, Nursing and Physical Education/Athletics
  - Dean of Student Learning, Workforce and Economic Development or Interim
  - Executive Director, Human Resources and Labor Relations
  - Executive Director, Institutional Advancement/Foundation
- 10. Curriculum Recommendations**  
Approve curriculum revisions recommended by the Curriculum Committee, as presented.
- 11. SLOCCCD Resolution 07-11 - Withdrawal of Membership in the Schools Excess Liability Fund (SELF)**  
Approve Resolution 07-11 - Withdrawal of Membership in the Schools Excess Liability Fund (SELF), as presented.

**12. 2008-2009 Full-Time Faculty Hiring Priorities**

Approve the first four positions of the prioritized list of full-time faculty hires for 2008-2009, as presented.

**13. Agenda Items for Next Meeting**

A preliminary listing of proposed agenda items for the January 9, 2008, Board meeting as determined, is being presented for review.

<b>BUSINESS AGENDA</b>
<b>INFORMATION ITEMS</b>

**14. College Planning and Budget Development**

Present the Board with updates on college planning and/or budget development.

**15. Quarterly Financial Status Report – 311-Q**

Interim Assistant Superintendent / Vice President, Administrative Services Toni Sommer will present the Quarterly Financial Status Report to the Board for the period ending September 30, 2007.

<b>P. CONSENT AGENDA</b>
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**NOTE:** The Board of Trustees will be asked to approve all of the following items by a single vote. Any Board member or public individual may ask that an item be removed from the Consent Agenda to be considered and discussed separately. The Student Board Member **may vote** on any of the items listed under Consent Agenda.

**1. Consent Agenda Summary**

A consolidated list of consent agenda items for review and approval.

**2. Unadopted Minutes of the Regular Meeting**

Approve Unadopted Minutes of November 7, 2007, as presented.

**3. Warrant Listings**

Approve warrant listings Banner 11/05/07 through 11/21/07, for a total amount of \$2,522,508,.58, as presented.

**4. Approval of Payroll Orders**

Approve Payroll Orders, as presented.

Academic Hourly	No.	110	\$73,639,.57
Classified Hourly	No.	441	\$333,991.81
Academic Monthly	No.	540	\$2,159,110.18
Classified Monthly	No.	268	\$1,073,559.92
		Total	\$3,640,301.48

**5. Gifts to the College**

Approve gifts to the College, as presented.

- a. Halloween and Event decorations donated by Nella Girolo for use by the Foundation at the Annual Kick-off Event.
- b. Food donated by Ken Levine for use by the Foundation at the Annual Kick-off Event.
- c. A candle with pierced metal holder and a wire sculpture donated by Mary Martin for use as prizes at the Cuesta College Tech Fair.

**6. Classified Substitute / Short-Term and Student Pay Schedule**

Approved the increase to the minimum wage on the Classified Substitute / Short-Term and Student Pay Schedule, as presented.

**7. Revise One Job Description, Supervisor Designation**

Approve the revised job description, Supervisor Designation, Supervisor, Nursing Division Academic Student Retention and Support, as presented.

**8. Create One New Job Description, Classified Bargaining Unit**

Approve the creation of one Classified Bargaining Unit job description, South County Centers Assistant, as presented.

**9. Change Order for the Reconstruct Two Science Buildings**

Approve Change Order No. 8 for the Reconstruct Two Science Buildings for \$32,539.35, as presented.

**10. Declaration of Surplus Equipment**

Declare equipment as surplus and approve of its disposal, as presented.

**Q. DISCUSSION**

**1. Board Discussion**

Board members will complete a regular Board meeting evaluation as part of the Board of Trustees self-evaluation process.

**R. ADJOURNMENT**

Unless otherwise announced, the next meeting of the Board of Trustees will be held on Wednesday, January 9, 2008, in Room 5401 of the Conference Center in the Cuesta College Student Center, Cuesta College San Luis Obispo Campus, and San Luis Obispo, California.



*Individual(s) who require Board of Trustees' notices, agendas, or other writings in appropriate alternative formats as required by §12132 of the Americans with Disabilities Act (ADA), are to contact Todd Frederick, Cuesta College President's Office, by telephone at 805.546.3118, by email at tfrederi@cuesta.edu, or by fax at 805.546.3907, within a reasonable time to respond to the request prior to a scheduled meeting.*