



SAN LUIS OBISPO COUNTY COMMUNITY COLLEGE DISTRICT

## BOARD OF TRUSTEES

### ADOPTED BOARD MINUTES

Regular Meeting  
February 6, 2008  
5:00 p.m.

The Board of Trustees of the San Luis Obispo County Community College District met in Regular Session in the Lucia Mar District Board Meeting Room/Orchard MPR, 602-G Orchard Street, Arroyo Grande, California, with members having received notice as prescribed by law.

1. **Call to Order** The meeting was called to order by Board President, Pat Mullen at 3:00 p.m.
2. **Roll Call** Board Members Present  
Mr. Patrick W. Mullen, President  
Ms. Angela Mitchell, Vice President (absent)  
Mrs. Gaye L. Galvan  
Mrs. Marie Kiersch (arrived 3:26 p.m.)  
Mr. Per C. Mathiesen
3. **Approval of Agenda** **Moved:** Galvan / **Second:** Mathiesen — **Passed** unanimously by those members present to approve the Agenda, as presented.
4. **Recess to Closed Session** The Board recessed to Closed Session at 3:02 p.m.
5. **Reconvene in Open Session & Pledge of Allegiance** The Board reconvened in Open Session at 5:04 p.m. Per Mathiesen led the pledge of allegiance.

#### BOARD MEMBERS PRESENT

Patrick W. Mullen, President  
Angela Mitchell, Vice President  
Gaye L. Galvan  
Per C. Mathiesen  
Marie Kiersch  
Richie Kline, Student Trustee

#### ADMINISTRATION PRESENT

Edralin J. Maduli, Interim Supt/President  
Toni Sommer, Interim Asst Supt / VP Admin Services  
Sande McLaughlin Interim Asst Supt / VP Student Services, NCC and SCC  
Annette Loria, Exec Dir, HR and Labor Relations  
June Stephens, Exec Dir, Foundation / Institutional Adv  
Deborah Wulff, Dean  
Joy Chambers, Interim Dean  
Patrick Schwab, Interim Dean

**VISITORS PRESENT**

Robert Schwennicke	Patrick Schwab	Paula Robinson
Karen Tacket	Peter Dill	Regina Reyes
Rosco Mathieu	John Fetcho	Ed Conklin
Tina Lau	Marilyn Rossa-Quade	Janet Florez
Jeff Mendoza	Rosco Mathieu	Linda Harris
	Ethel Sosna	

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

Board President Pat Mullen announced the following actions taken in closed session.

- All classified/management appointments, changes in status, resignations, and retirements were approved as presented.
- All faculty appointments were approved as presented.
- Instructions were given with regard to academic employee and classified employee labor negotiations.
- Approved extension of contracts (Galvan/Kiersch) for Interim Assistant Superintendent/Vice President, Student Learning; Interim Assistant Superintendent/Vice President, Student Services, NCC and SC; Interim Dean, Humanities; and Interim Dean, Workforce and Economic Development.
- On behalf of the Board, President Pat Mullen thanked Mr. Maduli, the entire administrative staff, those assigned to interim positions and the management team for their superb efforts over the past year. Next month Dr. Dave Pelham will be officially filling the position of Superintendent/President. He expressed appreciation for the leadership Mr. Maduli has provided through some challenging times. He specifically thanked Annette Loria, Executive Director, Human Resources, Labor Relations for her exemplary efforts and her dedication through the same. They have the full support of the board.

***Classified/  
Management  
Personnel  
(Attachment )***

**CLASSIFIED/MANAGEMENT PERSONNEL**

**Motion:** Galvan / **Second:** Mathiesen — **Passed** unanimously by those members present to take the following action pertaining to Classified/Management personnel:

**Appointments, Classified/Management**

- Short-term, Hourly Employees
- Computer Services Technician, Computer Services
- Administrative Assistant Vice President Student Learning
- Human Resources Analyst, Human Resources
- Administrative Assistant/Scheduling Specialist, Dean of Student Learning, Humanities
- Case Worker, Workforce Economic Development and Community Programs

**Change in Status**

- Benefits Technician, Administrative Services

**Resignations**

- General Maintenance, Maintenance Operations & Grounds
- Custodian, Maintenance Operations & Grounds

**Retirements**

- Secretary II, Maintenance Operations & Grounds

**Public Employee Discipline/Dismissal/Release**

None

**Academic  
Personnel  
(Attachment )**

**ACADEMIC PERSONNEL**

**Motion:** Galvan / **Second:** Mathiesen — **Passed** unanimously by those members present to take the following action pertaining to Academic personnel:

**Appointments**

- a. North County Campus Coordinator, English as a Second Language Division
- b. Spring 2008 Temporary and Overload Assignments

**Partial Leave of Absence Without Pay**

None

**Pre-Retirement Reduced Workload**

None

**Retirement**

None

**Public Employee Discipline/Dismissal/Release**

None

**Labor  
Negotiations/  
Terms &  
Conditions**

**LABOR NEGOTIATIONS AND TERMS AND CONDITIONS OF EMPLOYMENT FOR REPRESENTED AND UNREPRESENTED EMPLOYEES**

Instructions were given to the Superintendent/President regarding labor negotiations and terms and conditions of employment for represented and unrepresented employees.

- a. Agency Negotiator: Annette Loria  
Instructions Regarding Classified Employees
- b. Agency Negotiator: Annette Loria  
Instructions Regarding Academic Employees
- c. Agency Negotiator: Ed Maduli
- d. Instructions Regarding Unrepresented Employees: Confidential, Managers, Supervisors; Interim Dean of Student Learning, Humanities; Interim Dean of Student Learning, Workforce and Economic Development; Interim Contracts
- e. Agency Negotiator: Patrick Mullen  
Instructions Regarding Unrepresented Employee:  
Superintendent/President

**7. REPORTS FROM EMPLOYEE ORGANIZATIONS**

**Academic  
Senate**

Academic Senate President, Allison Merzon presented the following to the Board:

- Many of the recent discussions she has had with faculty and what is on most everyone's mind is the memo the college received from the ACCJC which issued a warning to the college. This included not only the original recommendations regarding program review, learning outcomes and budget allocations, but also addressed the dual roles senior administrators are filling. Questions from the faculty address how the college will avoid the same situation in the coming months considering the follow up report is due March 15, and what progress can be made between now and then.
- She is waiting on the copy of the report which should go to all the constituent groups.
- There are two agenda items that address the budget development process and she is hopeful that there will be dialogue regarding state budget cuts

and how that will happen in planning and budget, so faculty will have an opportunity to voice their recommendations on the direction the college will take.

- The Senate will be addressing many tabled items from last year. The first meeting was committed to dialogue. There are fifteen tabled items that must be addressed before spring. They have been prioritized. They will look at the senates' committees.
- They are also going to have dialogue regarding professional development. She has had successful discussion with the Director of Professional Development, Devon Hodgson. They need to develop a common vision.
- The senate is working with Dr. Patrick Schwab in developing a senate liaison regarding the basic skills initiative, so they are informed on how those funds are spent. It was an academic senate statewide initiative and they would like to be informed on any progress and expenditures. There is a reporting requirement to the state regarding categorical programs.
- There are several Title V changes taking affect. Dr. Kevin Bontenbal, Curriculum Chair, has been working hard to ensure the changes are included where needed. There has been wonderful collaboration between student services, admissions and records, and Dr. Bontenbal on those issues.
- There is a draft developmental policy regarding enrichment programs and minors on campus. That is close to completion.

#### **CCFT**

CCFT President, Marilyn Rossa presented the following to the board:

- Ms. Rossa said she had no fewer than five people email her today, asking her, "where is Cuesta?" "Where is the Cuesta that I love and where has it gone?" She said that this has become a daily activity for her. She said that there is an unbelievable lack of management on the campus.
- She reported the federation's current action involving the district – arbitration involving retaliation against union member bree valle, performing arts. Testimony began in October 2007 and will continue in March 2008. This is at a cost of hundreds of thousands of dollars to the district and the federation. They are now also in contract mediation. CCFT declared impasse in negotiations on December 20, 2007. The district initial salary offer was a 2.25 percent increase. The district's attorney, Steve Andelson, told the negotiating team that the offer was not the district's last best offer. The offer did not change. This is a Public Employees Relations Board (PERB) violation because his words, put on the table, an expectation that was removed when after four or five sessions that offer was not forthcoming. This is serious business that the college seems to have no knowledge about.
- Ms. Rossa said the public employees relation board has informed her that they have agreed with the impasse and agree to mediation. She said her guess was that fact finding would be involved at additional thousands in costs.
- The federation is also filing an unfair labor practice charge against the district. In December 2007 the district unilaterally implemented the dental insurance premium increase. That is against labor law. It did not bargain that increase with CCFT, even though discussions at bargaining sessions included the subject. She asked for information, but never received anything. Ms. Rossa suggested having discussions regarding how to proceed. She next received a letter from the Vice President of Administration Services, telling her bargaining unit of the increase. She said this is shocking and sophomoric behavior and she does not understand it. The federation has been an organization since 1994. She

attempted to reach the interim president several times to convey the need to talk and how the college could not unilaterally implement a dental premium increase without bargaining. That is basic workload, benefits, and salary. Ms. Rossa said she tried twice to accomplish this with no response from the President's office. The unfair labor practice charge will be filed with the PERB. More funds for a district who wishes to go for a bond.

- CCFT is now involved in another grievance involving unfair action against, and wrongful termination of union member Keith Snell, performing arts. Ms. Rossa said she was here tonight so the board could see the person that you did this to for no reason. She said the federation would win this too at the cost of hundreds of thousands of dollars of district and union money. She said they have evidence, just as they did in the case of bree valle. They tried for months to settle this issue with no attempt for compromise with a response from an HR director who said, "let the chips fall where they may." This is a faculty member who has taught at Cuesta for seven years. He was unceremoniously refused entry to his office to retrieve personal information from his computer by the HR Director, who was in her office and refused to see him. Ms. Rossa said she had to go across the hall to the President's office and ask Mr. Maduli to intervene. She thanked Mr. Maduli for doing the HR Director's job. She said one of the police officers involved that day asked what anyone could have against Keith Snell. She said they continued to say he was one of the most professional, articulate, professional, and talented faculty members on campus. Ms. Rossa agreed, saying his evaluations reflect this, as does his performance. She said she was not sure the board recognized he was from the same department as bree valle. She did not know whether the board saw that as coincidence. This involved the same Chair, the same ex-Dean, and the same HR Director. Ms. Rossa said as much as the federation tries to talk to the board about a pattern of retaliation, the board has refused to take action on this. This is now a public matter, in the hands of the local media, and the *Cuestionion*, and she is very sorry this is happening with a new president coming in. She said she is sure he will do the best he can and she welcomes that, but no one person can do this. She would like to see the new president come in on sure footing. This is the worst things have ever been. She thanked Mr. Snell for coming.
- Ms. Rossa said they have also begun the filing of an equal employment opportunity commission claim on Keith's behalf. He has filed for status under the Americans with Disabilities Act (ADA). He had his classes until he filed as an ADA status with the district. His classes were removed shortly thereafter. Ms. Rossa said Mr. Snell is a man who has had two life threatening, debilitating illnesses. She is unsure of how he is as gracious as he is. Ms. Rossa said she wanted to be as excruciatingly clear with the board as she was to her members, who are beyond words. Some faculty are here. She said If the meeting was in San Luis Obispo, there would be more support. The union has done everything in its power over the last year to prevent this escalation of events. There have been multiple meetings over many months in an attempt to reach a compromise with the Executive Director of HR.
- Ms. Rossa said she had received word today that may not seem terribly important to the public at large, but it has to do with another unilateral action by the district, because of a lack of understanding of what governs community colleges and collective bargaining by the HR Director. She received notice that the evaluation forms for faculty that were put on the

district web site in fall by the HR office had been removed. She said she only knew of this because a faculty member had mentioned it. A committee, whose members included Dennis Baeyen, Kevin Bontenbal, Ed Conklin, Matt Fleming, and Marie Larsen, met and worked on the evaluation forms for many months. Matt Fleming, who served as the Chair for the committee presented the draft forms to ex-Dean, Roanna Bennie and asked her if she would agree to take them to the other deans. She agreed. These are peer forms and not management forms, and neither are in the contract. Ms. Bennie forwarded responses to Mr. Fleming. Ms. Rossa said Ms. Bennie reported that the deans liked the forms and wanted to model management forms after them. She said she could not confirm whether this information was actually conveyed to Ms. Bennie. Since there was virtually no management, Mr. Fleming wanted to ensure the committee was on the right track before the form was again introduced to faculty members. The forms were also forwarded to three of the board's members, Gaye Galvan, Pat Mullen, and Angela Mitchell, who were asked to provide their opinion. Ms. Rossa said he was told he was maintaining the quality and standards that were put into the new forms so those who should be awarded tenure, are awarded tenure. This ensures the college keeps faculty that should be retained and not to those who should not be. Ms. Rossa said they have never been a feather-bedding union and have always maintained high quality. The faculty discussed and approved the forms and they were placed on the web site in fall 2007 and were used in 2007. Not only are those forms gone, the forms for those who work in the library are gone, counseling forms are also gone. She said apparently the district is not requiring these faculty groups to be evaluated any longer. She added that this is shocking and unprofessional. She asked the board to keep in mind that all the peer forms for all faculty undergoing review have been changed. That includes tenure track faculty and non-entitled temporary faculty. Those who began the tenure process in fall 2007 will have to switch to another form this term with this unilateral approval. There is no comparative data. Ms. Rossa said if she were a faculty member going through tenure, she would sue the district if she did not get the results she wanted. She said that these were only a couple of the problems that result from what just happened. The flagrant violation of contract agreement and lack of basic understanding of community colleges and how they operate is unprecedented at this institution and very dangerous.

- Ms. Rossa said that on the behalf of many of the faculty who have provided them with numerous examples of egregious behavior on the part of the Executive Director of Human Resources and as a result of the union's countless interaction with the head of human resources, she is urging the board of trustees to ask for the resignation of Annette Loria. The federation contends that she has put Cuesta in tremendous financial and professional jeopardy. Ms. Rossa said that until the college becomes managed once again, and has a human resources department that can deal with the complexities of the district, the union will never support a bond. She promised that she will actively work against a bond if this management position is not changed.

### **CCCUE**

CCCUE President, John Fetcho presented the following to the board:

- Mr. Fetcho asked the board what Hart Chiropractic, Central Coast Primary Care, Family Medical Center, Dr. Mizoni, Regent Care, Family Industrial Medical Center, Pacific Coast Physicians and any anesthesiologists in the county have in common. He answered that they all stopped taking

patients who have Blue Shield medical coverage. He said according to Dr. Mizoni's office, Blue Shield pays less than Medicare rates. This is very embarrassing and demoralizing. Employees that can least afford it are being asked to pay the full costs of their medical care or leave the doctor with whom they have built a good relationship over the years. Classified members are being told by their doctors that more and more doctors in the county will not be accepting Blue Shield. He said that they are told Blue Shield refuses to negotiate with the medical groups. Mr. Fetcho asked why they even have this insurance, on behalf of the classified employees. He said one member communicated that it was bad enough to pay what they do for the group policy is no better than what they would get on the street with an individual policy. Another member said they are paying more and more for insurance and getting less in benefits and treatment. This member strongly disagrees with having to take a health policy mandated by the district and having that policy rejected by more and more doctors. This is highway robbery by the health insurance company and the district. One employee who used to be a CCCUE representative on the benefits committee pointed out there are several classified members who are paying for insurance they don't need, because they are covered under another policy. The purpose of waiving the right to opt out of taking insurance offered by Cuesta was to ensure 100% participation would help decrease health premiums. They do not see that happening and the premiums are higher than ever and there is something wrong with the insurance process at Cuesta College, a process that always seems to be cloaked in secrecy unless one is a member of the benefits committee.

- Mr. Fetcho said the classified employees are fed up and sick of Blue Shield. As it currently stands, the only employees that are not paying out of pocket are those who have the high deductible (\$2600.00) plan. Everyone who is a single payer at the \$500.00 or \$250.00 deductible level is paying out of pocket. All those with double or family plans are paying out of pocket. They get an insurance plan with a company who is not willing to talk to their doctor. He asked what the district was going to do about this issue. Mr. Fetcho referred to the California Education Coalition for Healthcare Reform (CECR). The CFT, CTA, California School Boards Association, Association of California School Administrators, Community College League of California, and others are members of CECR. CECR is offering to free training to help benefit committees throughout California, but there must be enough districts interested in an area. There has to be union and district participation for CECR to work. Mr. Fetcho urged the board to contact their counterparts on other district boards to have CECR come to San Luis Obispo County. CCCUE will endeavor to contact their counterparts within the county. He wants to pursue any venue that will bring down the costs of health insurance premiums and make their health insurance plan one which is usable by the employees. He said that in the interim, there needs to be some method by which to bring pressure on Blue Shield to increase the amounts they pay to local doctors, so they can continue to go to the family doctor they trust. He has been told by classified employees that they do not want to change doctors, and that it does not matter how many doctors there are who accept Blue Shield in the county. They want to continue to go to the doctor they have established an relationship with. If nothing is done, college employees will continue to suffer and the exodus of employees to Cal Poly and Alan Hancock will accelerate and it will be extremely difficult to replace their expertise.
- Mr. Fetcho urged the board to increase the amount employees are paid for benefits. Except for the small increase in doubles (\$35.00 per month) and

families (\$125.00 per month) which took effect in 2006, he has not seen any increase in a benefits package in the ten years he has been a classified employee. His research shows that in contrast to the fourteen comparison colleges used, Cuesta College's benefit is \$6000.00 below the median. The offer currently on the table in negotiations, to increase the benefits package by .25 percent, is woefully inadequate. This increase equates to a \$1.32 per month, or \$15.90 per year, and that is not acceptable.

***Management Senate***

Management Senate President, Joy Chambers presented the following to the Board:

- Ms. Chambers reported that the Director of Professional Development, Devon Hodgson had certainly made an impression on many of the staff since her arrival. She referenced training which occurred today regarding the recruitment and retention of Hispanic students. Tomorrow there is a session on helicopter parents and a FERPA presentation at the end of the month.
- The managers are working as best they can during challenging times. All of the areas are impacted.
- She said she was stressed this morning regarding a personnel issue. She walked into human resources and Annette Loria came out and invited her in. Knowing what she was facing this evening, she still invited her in and supported her. Ms. Chambers said Annette does not do things by herself. Everyone is pulling in all the resources available to help get through these challenging times. She is not making decisions in a vacuum. Ms. Chambers said Ms. Loria was the most professional HR Director that has been on the Cuesta campus. She knows there are people in the audience that would disagree with that. The decisions Ms. Loria has had to make and the things she has had to go through in the short time she has been at Cuesta, she has asked for help, acquired opinions, and done things the right way. Ms. Chambers was confident the other members of the Management Senate felt the same way. The board expressed appreciation for Ms. Loria earlier. She is supported and respected.
- Ms. Chambers thanked the board for their support.

**8. REPORTS FROM BOARD MEMBERS**

***Trustee Mitchell***

- Reported she had donated to support Prop 92.
- She encouraged everyone to participate in the elections in February and support Prop 92.

***Trustee Mullen***

- He attended opening day. There was full attendance and the program had a lot of energy and everyone appeared to enjoy it.
- A week ago Saturday, he attended the College League's conference. He had the opportunity to meet a board member from the governing board of the College of the Siskiyous, Jim Hardy. Trustee Mullen said Mr. Hardy spoke very highly of Dr. Pelham.

***Trustee Galvan***

- She attended Cuesta Gold yesterday. The guest speaker was Paul Lanning, President of the California Community College Foundation. He impressed upon donors and executive board members the importance of donating to community college and in particular, Cuesta College. Trustee Galvan felt everyone came away more motivated to give more if it was possible. She thanked June Stephens.
- She also attended opening day and said it was one of the best opening days the college has had since she has been on the board – 12 years.

- She is unable to attend the faculty music concert on Friday due to a prior engagement, but she has been promoting the event to friends and constituents.
- She has also been promoting the Athletic Boosters Annual Fund Raiser featuring Ronnie Lott on February 22.

**Trustee  
Mathiesen**

- He has continued to attend the planning and budget planning meetings. Trustee Mathiesen said the more he learns, the more he needs to know. These meetings are well attended, orderly, and efficient. He said it was a pleasure to serve on the committee.

**Trustee  
Kiersch**

- She confirmed that Proposition 92 did not pass, which left her disappointed. During her years on the board, there has been no project, on which so many have worked so hard. It took over 1 million signatures and countless hours of dedication from Scott Lay to get the proposition on the ballot. The CSUs and UCs did not support the proposition.
- She thanked all who backed Proposition 92 through their contributions and supporting vote.

**Student  
Trustee Kline**

- Mr. Kline reported the Sacramento trip was unsuccessful for him.
- The ASCC had a waffle breakfast this morning which was very successful.
- Six students have been selected to attend a Washington, D.C. conference. The ASCC submitted two workshop proposal that were both selected. They will be working diligently on those for the next four weeks.
- The ASCC will have a booth at the SLO Farmers Market tomorrow night to promote student government, students, and what they do.

**9. Report from  
Supt/Pres  
(Attachment )**

In addition to the following written report, Interim President Ed Maduli presented the following to the Board:

- Mr. Maduli noted the paramedic program accreditation visit which occurred Monday and Tuesday of this week. The out-brief went well. He credited Interim Director of Nursing / Allied Health, Linda Harris for her efforts.
- Cuesta College received 18 gold medals and 7 silver medals at the recent Skills U.S.A regional competition. Cuesta College won a gold medal in each category of participation. All gold medalists will go to the state championship in Fresno.
- Mr. Maduli introduced Sandee McLaughlin who presented an update to the board regarding current enrollment:
  - She provided an enrollment report to board members.
  - Every year the college runs more detailed reports, college-wide. It provides a more detailed look at who is enrolled, types of units in which enrolled and how many.
  - The college is at an all-time high with regard to the number of students enrolled. This report includes credit and non-credit students. Currently, enrollment stands at 11,944 as of the first census.
  - The number of units enrolled per student is dropping. The average number of units per student is 8.39. Last spring it was 8.52. The college is serving more students to earn the same amount of FTES.
  - Growth overall is 3.4 percent. On the SLO campus it is .7. There is a 6.5 percent increase at North County, and an 18.7 percent increase at South County Centers.
  - This looks at the enrollment at each site. Enrollment is positive all around.
  - In the fall the biggest numbers are usually in the new student count. In the spring it tends to shift to returning and continuing students.

Distance Education is the only area where we show new student growth in the spring. Continuing students are growing and returning students are steady.

- More FTES should be collected with the start of late classes and some labs.
- Mr. Maduli said the college submitted its apportionment report on January 15. The target was 9,225. We are projecting to be on target in spring.
- Ms. McLaughlin introduced the Supervisor, South County Centers, Jeff Mendoza, who presented the following to the board.
  - He appreciates the meeting being held in South County. It is an important symbol for South County communities.
  - The South County experience is unique. Cuesta College's cooperation with the Lucia Mar District and Arroyo Grande and Nipomo High Schools creates the opportunity for south county residents to attend classes with the convenience of being close to home.
  - Enrollment numbers continue to go up.
  - An example of the dedication of these students was evident last week with four straight nights of rain which did not deter them from attending classes.
  - Cooperation with the Lucia Mar District requires great flexibility on the part of Cuesta College instructors. They must share classrooms with high school teachers and have to set up for every class period and must do so without disrupting the organization of those teachers. They must check out equipment and return it the same evening. Many come from far distances and teach at other sites. Many choose to come back each semester. It is a tribute to the dedication they have to the South County.
  - Gifts are often given to the teachers whose rooms are used and the custodial personnel who work to accommodate our presence in the classrooms.
  - The potential for growth is great. Currently 50 sections are offered at Arroyo Grande and Nipomo. The Division Chairs have cooperated and made it possible to offer classes eligible for degrees, career related certifications and transfer requirements.
  - Mr. Mendoza said several Division Chairs have been in contact with him to discuss what can be offered next semester. He looks forward to growing the program as much as possible, but have reached capacity under the current contract with Lucia Mar. Everything will be done to maximize the program under the conditions of the contract.
  - He has made every effort to offer classes from 6:00 -9:00 p.m. in order for the instructors to leave at the same time the office does.

Trustee Mathiesen asked if the 50 sections offered were limited to space available or just conditions of the contract with Lucia Mar. Mr. Mendoza responded saying the limitations are a result of the contract. Ms. McLaughlin said it was an issue of the impact on their facilities. It is up to the teachers to decide whether classes will be held in their classrooms. Accommodations have had to be made with ongoing classes because a teacher will decide that they no longer want courses held in their classrooms. The district honors that request. There is significant resistance to expand the program beyond the 50 sections already offered. That includes Nipomo and Arroyo Grande.

Trustee Mullen said the Lucia Mar District has done much to assist Cuesta in expanding this program, but suggested that once Dr. Pelham is on board, the

district should attend one of their meetings and publicly thank them for their partnership and the tremendous amount of support and cooperation they have provided to Cuesta College and the San Luis Obispo County Community College District.

Ms. McLaughlin thanked Mr. Mendoza for his leadership in South County.

#### **FOUNDATION**

The Cuesta College Foundation has received gifts in cash, pledges, real and personal property, and non-cash gifts that supplant cash totaling \$178,352.68 for the month of December 2007.

- 10. Communication** *(Attachment)* **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.

None

#### **11. Reports**

##### **Cuesta College Foundation Quarterly Report**

Executive Director, Foundation/Institutional Advancement, June Stephens presented the following to the board:

- The Foundation brought in \$356,000.00 for the period ending December 31, 2007.
- Foundation Ads are currently running on local television stations. Stephan Gunsaulus and several volunteers made that possible.
- Many people think Cuesta College is a wonderful place because the Foundation receives so many gifts and so much support from the community; the people that really support and understand the importance of the college in the community and what it does to contribute to the many success stories of students.
- Ms. Stephens introduced new branding for the Foundation. Each was created by the Foundation's graphics designers.
- A gift of artwork was received from Beverly Meck. Along with the paintings, a fund was created in the sum of \$5,000.00 to maintain the paintings. She currently has an endowment with the Foundation.
- She highlighted major gifts from community members through bequeaths:
  - Dale Schwartz of Paso Robles left the Foundation \$1.5 million dollars in his will for journalism scholarships. Ms. Stephens hopes to bring naming opportunities before the board for these major gift donors within the next year.
  - Edgar and Eiko Pease of Morro Bay left an estate worth \$1.5 million to establish an endowment to service the area of greatest need. This is substantial and unusual.
  - Judge William and Helen Fox left \$1.5 million for which the Pats Fox Allied Health Math and Science Building on the North County campus is being named. That ceremony will be held soon.
  - A gift was recently received from Jack and Betsy Robinson of Morro Bay. In November, Ms. Stephens was notified that Cuesta College was named in his will and she was named as the executor. She has been working with legal counsel to process those affairs for the estate which is worth over \$1 million. They have not been able to establish a link between the Robinsons and the college through transcripts or previous donations. She thinks this reflects the college's reputation in the community and the trust these particular individuals placed in Cuesta College. The gift is made to support geology studies.
  - There are people in the community who support the college in many ways. She thinks it is important for the college to find a way to resolve conflicts and differences in a positive way so that the college continues to have their support.
  - Martin and Leslee Dempsey of Arroyo Grande name the college in their will in the amount of \$400,000.00, to go to community programs.

- Richie Kline has been great in developing alum relationships, working with Karen Tacket.
- A few other naming opportunities have developed. Gene Miller, Gene and Barbara Durand, and John and Kirsten Swift gave substantial gifts in the renovation of the Physical Science Labs.
- She saluted the Foundation Ambassadors
- Paul Lanning was the guest speaker Trustee Galvan referred to in her report. He is the Foundation for California Community Colleges Foundation President and CEO. Jim Sargen is the President of their Executive Board. They are all working on ways in which the 109 community colleges can join forces.

Trustee Mullen said the Foundation continues to excite him with the number of people in the community who support the college. The Foundation currently holds assets in excess of \$16 million.

### **Update on the Governor's Proposed Budget for 2008-09**

Mr. Maduli presented for following information to the board:

- He updated the Planning and Budget Committee yesterday.
- On January 10, 2008 the governor introduced the 2008-2009 state budget and at the same time declared a state of fiscal emergency. For the next 18 months, they anticipate a fiscal imbalance of approximately \$14 billion; \$3.3 billion is associated with fiscal years 2007-2008.
- The cut to K-12 and community colleges is \$400 million, \$40 million of which is accounted by the community college system.
- The governor allowed one time monies to help mitigate the \$40 million reduction. The Chancellor's office has found \$23 million and they are looking for another \$17 million. The Chancellor does not want to impact the current year's budget since it is in play. If the reductions are followed, there will be no funds to cover any deficits.
- The 2008-2009 budget is different than any other governor has proposed. The COLA and growth was added then funds were taken away. Community Colleges lost \$483 million under this formula. Two hundred and ninety million dollars of that is COLA. It also results in only one percent growth resulting in a \$112 million reduction.
- There is a 10 percent across the board for categorical programs; \$80 million.
- Because of the way COLA and growth was combined, there are some categorical programs where the reduction varies from 3.69% to 12.77%. In DSPS the programs are cut 3.69 percent. This results in a cut of nearly \$31,000.00 reduction in the budget. A review of all categorical programs must occur to find a way to mitigate the losses.
- Mr. Maduli is concerned with financial aid. The program received \$38 million augmentation a number of years ago, the district knew that was not firm. The proviso was that it go to salaries and outreach programs. Classified personnel assignments were increased in financial aid. If 12.77 percent reductions are made next year, \$40,000.00 will be lost and equates to one classified employee. The program in financial aid consists of 99 percent salary and benefits. The matching requirement in the unrestricted categories is approximately 90 percent, leaving little room for discretion.
- In the past few years the January release is much worse than the May revise.
- Student fees will remain at \$20.00 per credit unit.
- Former Governor Davis implemented an accounting change which resulted in a delay of \$200 million from one fiscal year to the other. Instead of receiving the last apportionment in June, it is received in July. Governor Schwarzenegger proposes to extend that delay to September. That impacts on cash flow for salary and benefits for July through September. The district is looking at ways to increase cash flow during those months. No apportionments are received until the budget is approved. The reserve is approximately \$3.2 million which does not cover payroll. That is a concern.
- The good news is that there is \$893 million for 99 community college capital outlay projects funded. The North County campus Learning Resource Center is back in the budget.
- There is an educational facilities bond on the November 2008 ballot. If that passes, the

Child Development Center for the North County campus is funded for preliminary plans and working drawings in the first year. The second year would be construction.

- The biggest challenge at this point is the mitigation of cuts. Trustee Mullen asked what was being done now to bridge the gaps projected for this summer if the governor defers apportionment. Mr. Maduli said a Tax and Revenue Anticipation Notes (TRAN) is in place. Other sources are also being investigated including the Foundation. The Director of Fiscal Services is going through a simulation to see how this situation is impacted. There will be more colleges joining the colleges who currently belong to the consortium for TRANs. The costs of the funds are factored into the TRAN. Mr. Maduli is confident a solution will be found to mitigate the delay of apportionment of funds.

## **12. *Hearing of the Public***

Mr. Keith Snell, former Cuesta Instructor (Fine Arts) presented the following remarks to the board:

- Mr. Snell thanked the board for the opportunity to speak. He is under a tremendous amount of stress and is currently being treated for the same.
- Mr. Snell said has taught at three Cal-State universities in California and currently teaches at Cal Poly. He has a spotless record of employment and behavior. In all those years he has never been treated so unprofessionally and lack of consideration and tolerance. As a lecturer the one thing he teaches above all else is tolerance, and to be less cynical. It bothered him the amount of cynicism in this meeting between one group and another. This cynicism is what will destroy us.
- He is the first person he knows of that has had to have been escorted to his office and return keys. He was dumbfounded to be treated in such a way, before students and peers.
- He was told he would be teaching classes this spring. He was accessing his classes on his portal until two days prior to the start of the semester. More than a week before that other instructors were being notified that they would be teaching his classes.
- He put in hundreds of hours of practice for the faculty recital this weekend, arranged the music and sold tickets. He will not be participating nor will he be compensated for his work.
- Opening day ceremonies included an Arab ensemble which he was a part of. He did not participate. He was told he could not come on campus. It was very embarrassing for him.
- He hopes the board will look beyond the regulations and processes, and take the time to look into the people, the humanity, which is not present; the accountability which is not present. Mr. Snell said he did not want to use the word corruption, but said there were serious problems down to the classroom level in his department.

Mr. Ed Conklin presented the following remarks to the board:

- He has been at Cuesta for 18 years, 12 of which have been spent as division chair. He has been the CCFT Grievance Officer for the past year. He has seen many great moments at Cuesta which is a great college and he is proud to be a member of the college, but this is not a shining moment. There are many problems at Cuesta.
- Mr. Conklin said he is contacted on a daily basis regarding small and large problems involving the leadership. On one day alone, last semester, seven people contacted him to talk to him about problems they were having with the leaders of the college. He has never seen so many problems.
- He has looked into Mr. Snell's case and done the appropriate research. Approximately 10 days prior to district day, the 8<sup>th</sup> of January, they started trying to contact the HR director and the VP in order to set up a meeting and share information so they could arrive at the best possible conclusion for Cuesta College. For ten days they were told there was not time available to meet. He sent an email indicating his willingness to meet at either 7:30 in the morning or 7:30 at night – name the time and they will be there. He received no contact regarding that request until around 12 o'clock on district day, when he was in the middle of other meetings. He and Marilyn Rossa were in his office preparing for a meeting at 4:30 p.m. In the interim, he received a call from Keith Snell telling him he had been terminated was told to clear out his office. Mr. Conklin said that meant that once they had a meeting

setup to discuss and share information about ways to come to a good conclusion for the college, not just the individual, the matter was already decided. He and Marilyn stopped by the president's office to ask him to please join them in the meeting. They felt his expertise would be of great benefit. Mr. Conklin said the president did not have another meeting and simply discussed other personal matters pertaining to him. The two women they met with had no real interest in what they saw as contract violations and decency. They have been through this process before.

- There is an ongoing arbitration case that involves almost exactly the same set of people beginning with the evaluation team, the division chair, the dean, the human resources director and others. With regard to that arbitration case, they met with the administration several times in an attempt to deal and solve the problem mutually. Mr. Conklin displayed a document which he said was sent to the president in advance of one of their two-hour meetings. In it contained five separate problems which would be solved if a mutually beneficial conclusion was reached, one of which was to save the \$60,000.00 it would cost the college and the union. This disturbed him to no end, that there was no interest in the matter. He did not fear that they would lose the case, but rather the harm that would come to Cuesta College. The total costs are now closer to \$100,000.00. This has harmed the relationship between the faculty and the union. The relationship between the college and the community will be harmed when they find out they are spending tens of thousands of dollars on this wasteful arbitration case. Mr. Conklin said the administration would not come out looking good when the arbitration case is over. He has seen the document and he says they are indicting.
- Keith Snell's case exhibits the exact pattern. He asked if they should proceed down the same path and continue to spend the money unwisely, create more acrimony, create more problems and interrupt the possibilities of a bond, or should we learn to work together by sharing information mutually like we teach our students to do.
- Mr. Conklin said Cuesta College is better than this and added we could be better than this, but not if the district proceeds in this way.

Janet Flores, Co-Chair for CCFT presented the following comments to the board:

- She addressed the board regarding due process. Ms. Flores said she feels there has been inequity in the way things have been handled. She had a personal situation happen involving a manager earlier in the semester. Both she and a colleague went to human resources to see what could be done. They were told to wait and that it would take care of itself in a certain way.
- Ms. Flores said she thinks there is inequity with regard to the ease of firing a faculty versus firing a manager and maybe that is the case since it is a manager firing a manager.
- She talked about her situation, which had been ongoing for ten years. She documented the issue and spoke with other deans, and it was not until she spoke to the union that she found help. With the help of the union and a new dean she was moved to a different department. But that person, in her eyes, harassing her and treating her disrespectfully was never dealt with in a punitive manner. She sees her peers dealt with in a stronger manner with a stroke of a pen. Ms. Flores said that is why they need a union; to have someone to speak up for faculty. Many situations have been resolved with their assistance. There are many issues going on.

June Stephens, Director Institutional Advancement / Foundation presented the following comments to the board:

- Ms. Stephens said approximately a year ago she had an issue with a manager which was very delicate and she wanted it dealt with. She went to Annette Loria and she handled it with professionalism and grace and guided her in the correct thing to do. They conferred and handled the situation appropriately, promptly, and professionally.
- Ms. Stephens said the person that was terminated was handled with dignity and respect.
- She is in the same cluster as Ms. Loria, and they have many meetings where she expresses genuine concern for the staff. Ms. Stephens said Ms. Loria is in a position in which there are many difficult decisions to be made and she feels that the managers who are not

involved in those decisions can really understand the weight those decisions. Each time she has dealt with Ms. Loria she has handled it fairly and with dignity.

Rosco Mathieu, Cuesta student, presented the following comments to the board:

- He has been at Cuesta for seven years. He began when he was 14.
- When he first attended Cuesta he was dismayed that Latin was not offered the way Morro Bay High and San Luis Obispo High Schools had. There were plenty of French and German classes.
- Since he has been at Cuesta, the offerings have dwindled. There used to be five introductory classes in French. Today there are two or three.
- The multi-lingual assistant in the lab has had her hours reduced, although the practice rooms for piano are open from nine to nine and biology is open from nine to nine, the language lab is open sporadically at best.

He has written in the commentary for years asking for another language. He took several classes at Cabrillo College and flabbergasted at the different languages they offered, Italian, Japanese, Chinese, Hebrew, and a community outreach program in Arabic. He knows that many colleges across the state are more like Cabrillo than Cuesta. He would like to amend that so there is more available than just three Indo-European languages and sign language.

<b>BUSINESS AGENDA</b> <b>ACTION / DISCUSSION ITEMS</b>
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**1. SLOCCCD**  
**Resolution No. 08-01, Recognition of Angela Mitchell**  
*(Attachment )*

**Moved:** Galvan / **Second:** Mathiesen — **Passed** unanimously by roll call of those members present to adopt Resolution 08-01, recognizing Angela Mitchell, as presented.

Mullen – yes / Galvan – yes / Mathiesen – yes / Kiersch – yes / Kline – yes / Mitchell - absent

**2. RN Program**  
**Selection Criteria**  
*(Attachment )*

**No Action was Taken**

Mr. Maduli presented the following information to the board:

- Last year the board approved a moratorium on nursing applications. This was done to facilitate a review of changes in the qualification criteria and study options to expand capacity.
- This board item presents the initial proposal regarding selection criteria. Legislation was past in January 2008 which has not been incorporated. There are several issues related to the new legislation and many colleges are grappling with those to make changes and be in compliance.
- A complete proposal will be presented at a later date, but we first wanted the input of the board before moving forward.

Mr. Maduli introduced Deborah Wulff, Dean for Sciences, Math, Nursing/Allied Health, and PE and Linda Harris, Interim Director, Nursing/Allied Health, who presented the following information to the board:

- Ms. Wulff summarized the proposal. The changes would take effect in fall 2009.
- Assessments – Testing Essential Academic Skills (TEAS) has changed. Once applicants are in the qualified pool the waiting lists must be reviewed.
- Compliance with the Chancellor's office ensures eligibility for grants. This is essential due to the expense of the nursing program.
- Selection would be based on; 1) Fifty percent residency and GPA (12 units at Cuesta), and 2) Fifty percent random selection from qualified

Pool applicants.

- Ms. Wulff introduced Linda Harris, who presented the following to the board:
- In coming up with criteria, the division wanted to be in compliance with the Chancellor's requirements to remain eligible for grants, as previously stated.
- Part of the issue of implementing a moratorium on applications to the program was to wait out the wait list. Wait listing has resulted in significant issues for nursing. At this point, no students have been admitted to the program from the most recent nursing selection criteria. Current classes are a generation before the recent criteria which makes it difficult to maintain the ability to attract grants and evaluating student outcomes, particularly looking forward to hybrid classes.
- Most community colleges in the region have done away with wait lists.
- In terms of how students are selected, the division wanted to speak with those students who are residents in the community and community partners. Approximately 30 percent of applicants are from outside the area and return home after graduation.
- Community partners provide the program with matching funds through grants, but in the end want graduates who stay in the community. Residency cannot be used as the sole criteria for admission into the pool, it was determined that the programs should have at least 50 percent of qualified applicants be residents.
- When the college began ranking applicants by GPA, instructional peers in the sciences indicated that students were more motivated in class and worked harder. At the same time, the Chancellor's work on admitting student with a 2.5 GPA indicates that students at that level have a probability of successfully completing the program, and they should not be excluded. Community college is about access, and many students are second career candidates and have found passion and direction to a purpose.

Mr. Maduli presented the following regarding the wait list:

- In fall 2007, there were 286 students on the wait list. The earliest any applicant could be admitted to the program was fall 2011.
- Fifty-six students were admitted in fall 2007 and some fell out.
- Currently there are less than 162 on the list. The next class of fall 2009 will be comprised of two groups. Accepted applications for students who are currently on the wait list must be honored. Some are residents. The rest will come from the list.
- Trustee Mathiesen asked since 50 percent of the group admitted is local, is 50 percent of the group locally employable? Ms. Harris said it is hoped that they stay in the area, but there is no guarantee. There is no way of ensuring they will remain in the area due to the many choices made available to them once they graduate.
- Trustee Mathiesen said this was a problem not only with nursing but with other vocational graduates. There is no way of knowing where they go. Ms. Harris said surveys are sent to graduating students, but there is not full participation. Trustee Mathiesen asked that the results of those surveys be included as information to the board.
- Trustee Kiersch recalled discussing the wait list and having some of the nursing students make public comment to the board last year. She asked Mr. Maduli to clarify the status of those issues.
- Mr. Maduli said a meeting was held with the nursing students, to address their concerns. Trustee Galvan attended that meeting. The

students were told they would remain on the list and allow them access to the program. That is a group whose qualifying criteria will be honored. The list has gone from 286 to 141. New students may be eligible under the new criteria.

- Trustee Kiersch wanted clarification on the definition of residency, which as presented, only requires a student to be enrolled in 12 units. Ms. Harris said the nursing selection committee reviewed various options regarding residency and chose 12 units, taken at Cuesta College as residency. It is a manageable way for the staff to track the data. Other colleges have used zip codes, which are easily manipulated and more difficult to track.
- Trustee Kiersch asked why chemistry was not a prerequisite to the nursing program. Ms. Harris explained it was included as a pre-requisite to a pre-requisite for the program.
- Trustee Kiersch asked where the TEAS came from. Ms. Harris said it is a standardized test from a company called ATI. It has been used in the past and is the first initial test approved by the Chancellor's office. The cut score is 67 percent. Ms. Harris said the scores can be validated by studies that correlate that with GPA and other parameters of the program. One of the main ideas behind doing away with wait listing is being able to make adjustments to those kind of changes. The 67 percent cut score is established by the Chancellor's office. Trustee Kiersch recalled that 50 percent of the students selected would be at random, which she understands to equate to a lottery. She said the board made a unanimous decision that no lottery system would be used in the nursing program. The reason the college went to a wait list was to avoid a lottery system. In her opinion, this proposal suggests a lottery, and in as much as the board has determined that will not happen, she thinks it cannot be part of the solution. Trustee Kiersch said there has never been an issue that resulted in more phone calls by constituents than the lottery system. She said Mr. Sam Blakeslee brought it to the board and the decision was made. Trustee Mullen said that was part of the discussion. The wait list became cumbersome and the board was now looking at other options. Trustee Kiersch said she was concerned that those not meeting the 67 percent cut off were eligible for remediation. She thinks it is inappropriate to have students who have tried their best and were not able to do the work, to be encouraged to do it again. It takes a lot of time and energy on the part of instructors and students. She said that maybe the student would be better off to be guided in another direction where they would be more successful. To be unsuccessful is terribly demoralizing. She has worked with such students and she can appreciate the position in which they are placed. Ms. Harris said the remediation is mandated by the Chancellor's office. Trustee Kiersch questioned the value of that decision.
- Trustee Kiersch said the recent process appears to have placed a tremendous amount of pressure on students, staff, and facilities. She said "A" students have a difficult enough time getting through the course of studies. She thinks the change is a poorly thought-out plan.
- Trustee Mathiesen asked what the costs were for student remediation, and where it comes from. Ms. Harris said the plan for remediation came from existing classes at Cuesta College. There was no extra cost to develop the plan. Assessment testing was paid for through grant funding.
- Trustee Mathiesen asked if the grant(s) would be available all of the

time. Ms. Harris said there were no guarantees with reference to grant funding, but is the intent to apply for grants that cover those types of expenses. She also clarified that the 12 unit requirement for residency was cumulative.

- Mr. Maduli said with regard to the wait list, selection criteria have been changed and within that list there may be three different sets of criteria. The college wanted to go to 100 percent residency, but that is not allowed by law. The selection committee came up with 50 percent. Of the other 50 percent random selection, 25 percent of those students may fall under resident status, so the number as a whole may be higher than 50 percent. He also noted that through discussion with the students, some come from low socio-economic backgrounds and do not do well on assessment tests. Those students must be given the opportunity and the hope to get into the program. He thanked Linda Harris and her staff for their efforts over the past year in dealing with the many changes in regulations and criteria.
- Ms. McLaughlin said all of the students will be qualified applicants regardless of whether they are selected from the wait list or by random selection. They all require the same academic qualifications. There is nothing different about the people on the wait list and the pool selected for one year. All of those individuals must be academically qualified.
- Ms. Wulff said nursing is more regulated than regular academia. The most important word is compliance. Compliance with the Chancellor's office is necessary for continued funding and grants. This is a very expensive program and the staff has been working extremely hard to acquire grants and funding and there just is not enough staff available to manage the wait list.
- Trustee Mullen thanked Ms. Wulff and Ms. Harris for grappling with a very difficult issue and the board appreciates their presentation.
- Trustee Galvan said friends she has spoken with who have stayed in the hospital always have good comments regarding the nurses they have had who have graduated from Cuesta College.
- Peter Dill commented that a student can take 12 units through distance education and not be a local resident. He asked if the Chancellor had ruled on this situation and if it was sound practice.
- Joy Chambers said the selection committee worked hard to find common ground while chasing this moving target. Students have to make a commitment to the wait list. It is currently managed by sending confirmations to students that must be returned, with the student agreeing to fill space in the program when it becomes available. There is stringent follow up on the list. Students not returning usually indicate that they are attending another school as a result of applying to multiple programs.

The board took a short recess at 7:20 p.m.

The board reconvened at 7:28 p.m. NOTE: Audio recording capabilities were lost at this time due to equipment failure. There is no audible record of these proceedings past this point.

**3. 2008-2009  
Sabbatical Leave  
Recommendation  
(Attachment )**

**Moved:** Kline / **Second:** Galvan — **Passed** unanimously by those members present (3 yes, 1 no) to redress the recommendations for 2008-2009 sabbatical leave at the next regular board meeting.

Sabbatical Committee Chair, Tina Lau presented the following to the board:

- The committee consisted of five members. Each sabbatical request

was judged according to the CCFT contract and only that criteria was considered.

- There was a very good selection of 6 applicants. The committee wanted to award 4, but only 4 semesters were allocated.
- One request was for 2 semesters and one had a split proposal (Sally Demerest).
- The committee has made 3 recommendations: bree valle, Salle Demerest, and Pete Cocke. The first two are a full year and the last is one semester.
- bree valle will focus on drama with a semester of Spanish language immersion in Nicaragua followed by an internship at the Teatro Ayala in Costa Rica. She will create a course in Theater of the Americas and present a play in Spanish at the Interact Theater.
- Sally Demerest is an English instructor and is on the student learning outcomes committee and the curriculum committee. She will study the history or rhetoric through access to libraries in the United Kingdom, where she will also attend critical thinking conferences. She will use her research to improve English curriculum, critical thinking.
- Pete Cocke is a lead digital art instructor. His goal is to learn how to create kinetic digital art, fire. He will intern at the Crucible, a Bay-area art studio which offers industrial art.
- The committee highly recommends all three for sabbatical.

Allison Merzon asked if all three were funded with a fourth semester, would the money be held in escrow or will it be funded in-full.

Mr. Maduli said the annual budget for sabbatical leave is \$50,000.00. In 2003-2004, no one went on sabbatical due to budget constraints. Since that time the college has averaged 2 sabbaticals per semester. The cost of one sabbatical for one semester is approximately \$21,000. The college can only fund 2 sabbaticals with present funding available for 2008-09. Faculty currently on sabbatical are funded from the 2007-2008 budget.

Ms. Merzon asked if funds could be borrowed to which Trustee Mullen said the board will only fund what is budgeted. Mr. Maduli added that the budget projections usually improve with the May revise from the governor's office, but the district will still be facing cuts. He said the question is whether the recommendations should be deferred. That was the option in 2003-2004 when that money was used to fund the deficit.

Trustee Mullen said there appeared to be 3 options; fund all three, fund a portion, or defer to a later date. Trustee Kline wanted clarification that these are recommendations, and that if all are approved, there are insufficient funds to cover them. Trustee Mullen concurred, and asked Mr. Maduli with what was before the board, what the total cost would be to fund all three sabbaticals. Mr. Maduli said, at approximately \$20,000.00 per semester, per faculty, the 4 semesters recommended exceeds the \$50,000.00 budget. The budget development is currently in process, and the planning and budget committee is reviewing areas for possible cuts. They must debate those areas and mitigate losses with shared governance and other constituent groups. In 2003-2004 the decision was made to not fund sabbatical leaves. They were deferred one year which became problematic for faculty with regard to making arrangements.

Trustee Mullen asked if the recommendations were ranked. Mr. Maduli said the board had been presented the recommendations, ranked in the

order as listed. Trustee Kline asked if the candidates could come before the board and be interviewed. Ms. Lau responded, saying they are not interviewed. Ms. McLaughlin said there were options and if at some point there is funding, they can charge the committee to make the determination on the applicants. Responding to Trustee Mathiesen, Mr. Maduli said there was currently no funding available because the budget had not been developed. There will be a tentative budget in June after the May revise. The very earliest the board will receive a proposed budget for approval will be September 2008.

Kevin Bontenbal said he was confused, in that he had previously served on the committee. When they made the decision regarding recommendations, they knew how much money was available. He asked why the current committee was recommending more sabbatical leave time than what had been budgeted for. Ms. Lau said she thought there was funding for four semesters. Dr. Bontenbal said in all the years he was on the committee, they were always notified of how much funding was available.

Ms. Merzon was troubled by that the faculty was garnering funding. She said there had been many meetings and thinks the committee made their recommendations on good faith. Sabbatical development does not come under the purview of the board or the Ed Code.

Marilyn Rossa applauded the work of the committee and asked why the \$50,000.00 had not been increased. The district has usually committed to two sabbaticals a year and that is within the budget. Funding the committee's recommendations would cost approximately \$80,000.00. Mr. Maduli said it was based on historical data. Kevin Bontenbal went in the fall of 2005-2006 and Mark Turner went that spring. The following year there was a split for Turner and another. Marian Galczenski went on sabbatical in 2006. The replacement costs for one faculty are about \$21,000.00. Ms. Rossa said the full-time faculty are always replaced by part-time faculty. She said the two faculty per year at \$21,000.00 just does not add up. She urged the board to make their decision swiftly because these individuals need to make plans. The committee did their job and they want the board to support their recommendations.

Sally Demerest said each candidate has a vested interest in the process. As a faculty member who has gone through that process, the possibility of nourishing themselves through sabbatical should be automatic. She said there is not a pervasive culture of sabbaticals at Cuesta. Initially there was a greater intention for what would be allowed for faculty, and the college has stayed out of debt when needed. In the past, budgets have not had to be approved to facilitate these approvals. She asked the board to look at the value of this issue to the faculty who are looking forward to it.

Trustee Kline moved to defer. Trustee Galvan seconded the motion. Trustee Kiersch asked if the board will have any more information available to them at a later date than they do currently. Mr. Maduli said Ms. Demerest was correct. Sabbatical leaves have been in the budget every year. No one knows what cuts will exist and he is concerned about financial aid. The issues have not yet been addressed. The first planning and budget meeting covered the governor's intent. The impacts on the budget have not been evaluated.

Trustee Mullen asked if the staff could make recommendations to the

board regarding to address this issue. Mr. Maduli said the plan was lengthy in 2003-2004, and he is not sure it can happen in a month. Everyone has to be on board. He cautioned that 2008-2009 is different from other years when things were automatically funded. Budget cuts have not been addressed for next year. Trustee Galvan recommended amending the motion to have the issue back to the board in two months. Trustee Kline questioned how much more information will be available in two months. The faculty involved need to plan.

**4. Board Policy Review (new) – BP 6100 San Luis Obispo County Community College District / Cuesta College Delegation of Authority (Attachment )**

**No Action Taken**

Toni Sommer presented the following information to the board:

- The staff has been charged with reviewing the entire board policy by chapter.
- New and revised board policies will be based on the Community College League of California's templates, which have gone through a legal review.
- There are conflicts in existing numbering, and that is being addressed.
- Currently there are only two board policies covering administrative services as required by audit. Property management was part of the board's self-evaluation discussion during the last regular board meeting.
- The policies presented to the board this evening are generic with some covering purchasing procedures unique to Cuesta College, and delegation of authority.
- Each policy will be presented to the board for review three times.

No comments were made. The item will be returned to the board at the next regularly scheduled board meeting.

**5. Board Policy Review (new) – BP 6150 San Luis Obispo County Community College District / Cuesta College Delegation of Authorized Signatures**

**No Action Taken**

Toni Sommer presented the following information to the board:

- This policy deals with the authorization of signature for checks, contracts, etc., and uses the League's template.

No comments were made. The item will be returned to the board at the next regularly scheduled board meeting.

**6. Board Policy Review (new) – BP 6340 San Luis Obispo County Community College District / Cuesta College Contracts**

**No Action Taken**

Toni Sommer presented the following information to the board:

- This policy deals with contracts covering multiple areas, and uses the League's template.

Trustee Mullen asked if this was a significant or operative change, and asked to have that information included in the summary.

The item will be returned to the board at the next regularly scheduled board meeting.

**7. Board Policy Review (new) – BP 6400 San Luis Obispo County Community**

**No Action Taken**

Toni Sommer presented the following information to the board:

- The district had no policy regarding audits. It follows the League's template.

***College District /  
Cuesta College  
Audits***

No comments were made. The item will be returned to the board at the next regularly scheduled board meeting.

**8. *Board Policy  
Review (new) –  
BP 6500 San Luis  
Obispo County  
Community  
College District /  
Cuesta College  
Property  
Management***

**No Action Taken**

Toni Sommer presented the following information to the board:

- This policy addresses the issue of property management discussed at the last regular board meeting.

No comments were made. The item will be returned to the board at the next regularly scheduled board meeting.

**9. *Board Policy  
Review (new) –  
BP 6540 San Luis  
Obispo County  
Community  
College District /  
Cuesta College  
Insurance***

**No Action Taken**

Toni Sommer presented the following information to the board:

- This policy deals with insurance coverage for the college and uses the League's template.

No comments were made. The item will be returned to the board at the next regularly scheduled board meeting.

**10. *Susan Dressler  
Consulting  
Agreement***

**Moved:** Mathiesen / **Second:** Galvan — **Passed** unanimously by those members present to the consulting agreement for Susan Dressler, as presented.

Mr. Maduli presented the following information to the board:

- This agreement allows for Susan Dressler to provide support to Toni Sommer, Interim Assistant Superintendent/Vice President, Student Learning through the end of June 2008.

**11. *Business  
Services  
Agreement  
Between the San  
Luis Obispo  
County  
Community  
College District  
(SLOCCCD) and  
the San Luis  
Obispo County  
Office of  
Education  
(SLOCOE)***

**Moved:** Mathiesen / **Second:** Kiersch — **Passed** unanimously by those members present to approve the business services agreement between SLOCCCD and SLOCOE, as presented.

Mr. Maduli presented the following to the board:

- This is an annual agreement between the SLOCCCD and SLOCOE.
- The total costs for services are less than last year due to the reduction of required services due to the implementation of Banner.
- The district is not totally independent with regard to payroll. Ms. Sommer said the county facilitates printing and the district is doing taxes, benefits, etc. Mr. Maduli said it would take up to a year to complete the switch due to needed facility improvements. Ms. Sommer said many of these activities are procedurally new to the staff and that extra time will allow for sufficient training. It may require more staff after evaluation.
- Trustee Mullen asked if the dated document had any impact on services or fees, and Mr. Maduli responded no.

**12. *Agenda Items for  
Next Meeting***

A preliminary listing of proposed agenda items for the March 5, 2008 Board meeting as determined, is being presented for review.

The board will readdress the sabbatical leave recommendations.

**BUSINESS AGENDA  
INFORMATION ITEMS**

**13. South County  
Market  
Assessment  
Proposal**

June Stephens presented the following information to the board:

- Part of Advancement's responsibility is marketing and promoting the college, and service the south county. To successfully do this, the department needed to gain an overall perspective of activities in south county. Much of that success results from a proper assessment of the market.
- Ms. Stephens and Director of Marketing and Communications, Stephan Gunsaulus attended a marketing symposium, during which the Clarus Corporation gave a presentation on what they had been able to accomplish. It was decided that this type of independent survey for south county would be beneficial to the district.
- Several Foundation Board members are anxious to clarify what will happen in south county.
- The purpose of the survey was to measure and evaluate perceptions of Cuesta College and alternative higher education providers in the Southern Portion of San Luis Obispo County, determine attendance potential in the southern portion of San Luis Obispo County, and identify how various market segments in the same area obtain information about colleges.
- Representatives from Clarus came to Cuesta and interviewed Sandee McLaughlin, Ms. Stephens, and others to gain an understanding on demographics.
- Contact was made with 400 homes by telephone resulting in a 95 percent reliability rate with a  $\pm$  4.9 percent error rate. A sample frame included south county zip codes only where Hispanic population matches the county and eliminated 18 to 50 age parameter to encompass continuing education potential. Each respondent was interviewed for approximately 15-20 minutes from November 12 – 28, 2007.
- Areas were defined by zip code:
  - Arroyo Grande 93420 (36%)
  - Arroyo Grande 93421 (2%)
  - Avila Beach 93424 (2%)
  - Grover Beach 93433 (15%)
  - Grover Beach 93483 (1%)
  - Nipomo 93444 (22%)
  - Oceano 93445 (6%)
  - Oceano 93475 (1%)
  - Pismo Beach 93448 (1%)
  - Pismo Beach 93449 (13%)
- With unaided recall, respondents identified colleges in their areas:
  - Cal Poly (66%)
  - Cuesta College (21%)
  - Allan Hancock College (11%)
- Keywords used in identifying colleges were:
  - Cal Poly - Excellent, good, university, expensive, higher education, technical
  - Cuesta College - Do not know, good, community college, excellent, very good
  - Allan Hancock College - Do not know, good, junior college, community college, excellent, convenient, popular

- With regard to higher education most would like to take courses but barriers prevented them from doing so. They operated on a set of assumptions, the most frequent being – not having enough time. This gives credence to out-centers for easy access.
- Respondents indicated Cuesta College 29 percent of the time regarding past educational attendance.
- With regard to the types of courses taken at Cuesta College, respondents liked:
  - General Education (18%), Computers (10%), ESL (4%), Varied General Education Classes
  - Arroyo Grande
  - Computers (24%), ESL (18%), General Education (12%)
  - Nipomo
  - ESL (50%), Computers (25%), General Education (25%)
- Currently, 43 percent attend Allan Hancock, 22 percent attend Cuesta College, and 14 percent attend Cal Poly. The interesting thing here is that 75 percent chose onsite rather than distance education.
- With regard to their interest in college, respondent's numbers pick up when they talk about themselves and what they are interested in doing.
- Potential programs of interest included computers, education, and nursing, but it is really hard to know.
- With regard to which college respondents were most likely to enroll, Cuesta College came out on top with 33 percent. Allan Hancock was 24 percent.
- Most enrollments planned were part-time at 87 percent. Currently, 3000 students take 3 units.
- Most respondents desired the traditional lecture method for courses, while some spoke of hybrid classes – half on-line, half lecture.
- The times preferred for classes offered was exciting because it reflected that which the college experienced in Paso Robles at the North County Campus:
  - Morning (31%)
  - Afternoon (27%)
  - Evening (52%)
  - Weekend (28%)

Current enrollment could easily go from 800 to 1000 with an offering of morning or afternoon classes. The interest in weekend classes is worth investigating.
- Believability of personal resources was ranked high for college graduates and broke down as follows:
  - Graduates Of College (94%)
  - College Employees (90%)
  - Instructors/ Faculty (90%)
  - Current Students (81%)
  - Business People (79%)
  - Coworkers (77%)
  - College President (75%)
  - High School Teachers (74%)
- Most preferred to obtain information about a college from the college's web site.
- Convenience was the key to taking courses with 72 percent of respondents likely to enroll closest to home. Continuing education courses were preferred more in the morning and on weekends.

- There was a reluctance to travel between Arroyo Grande and Nipomo. It was an agreeable group, but Arroyo Grande appears to be the central location.
- Twenty-four percent had school aged children at home. Most want a full college experience on a main campus.
- An overwhelming number with computers at home with and without internet access have an interest in college classes and/or continuing education.
- There are several issues to address. The market exists in south county for credit and non-credit courses. Class format, marketing and location all have to be addressed.
- Based on population forecasts and penetration by age, the same participation will occur in south county as it did in north county. Penetration is already occurring.
- Care must be taken not to cannibalize current student populations and attract new students. The key is to attract people who had not anticipated attending college. Beyond the numbers, students said if classes were not convenient they would not be attending.
- It currently costs \$75,000.00 per year to lease space in south county.

Trustee Mathiesen asked if any of the board members received a call to participate in the survey. Ms. Stephens said it was a random survey, based on zip code, and tried to ensure the 400 respondents accurately reflected the demographics in the area. It was noted that the previous bond survey also reflected positively on the potential for passing the bond, but that was not realized. Ms. Stephens said that with reference to all she had spoken to, that survey was on the number. This survey made a point that loyalty was not an issue and convenience and availability was key.

Trustee Mullen said being a parent with children makes a huge difference to whether an individual will take classes. Peter Dill asked if there was any breakout with regard to emeritus or community programs. Ms. Stephens said there was a question in the survey, and the emeritus group is a huge market in that area district wide.

**14. College Planning  
and Budget  
Development  
(Attachment )**

- Mr. Maduli said the templates for the planning and budget process were distributed today.

**CONSENT AGENDA**

**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** **Moved:** Galvan / **Second:** Kiersch — **Passed** unanimously by those members present to approve the Consent Agenda, as amended.

Item P.6 was pulled from the consent agenda for further discussion.

**2. Approval of  
Minutes**

Adopt the Minutes of the Regular Board Meeting of January 9, 2008, as presented.

3. **Approval of Warrant Listings** Approve warrant listings, as presented:

1/7/2008	\$1,416,212.68
1/9/2008	\$192,340.24
1/14/2008	\$186,713.08
1/16/2008	\$472,435.38
1/18/2008	\$177,864.34
1/23/2008	\$689,417.60
1/25/2008	\$176,397.58
<b>TOTAL</b>	<b>\$3,311,380.90</b>

4. **Approval of Payroll Orders** Approve Payroll Orders, as presented.

Academic/Classified Hourly	No.	681	\$387,193.19
Academic/Classified Monthly	No.	827	\$3,464,127.27
	Total	1508	\$3,851,320.46

5. **Approval of Gifts to the College** Approve gifts to the college, as presented.

- Cash donation by James Wells for use by the Fine Arts Department / Ceramics.
- A mini-trampoline donated by Marian Schemmer for use by the Children's Center.

6. **Revise Two Job Descriptions, Assistant Superintendent/Vice Presidents** **Moved:** Mathiesen / **Second:** Galvan — **Passed** unanimously by those members present to approve the two job revisions, as amended.

Allison Merzon requested the following language be included in the job description for the Assistant Superintendent/Vice President, Student Learning.

[Collaborate with the Director of Professional Development and the Academic Support president or designee on programs specific for the professional development of faculty and other academic employees.]

The above new essential function will go after the function that states:

- Confer with the Director of Professional Development on a program of professional development for Student Learning managerial, classified and academic personnel.
  - Confer with the Director of Professional Development on a program of professional development for Student Services managerial, classified, and academic personnel;

Toni Sommer agreed and recommended the job description include the amended language. Ms. McLaughlin recommended the language be included for both job descriptions. Ms. Sommer agreed because counselors are considered faculty. Trustee Mathiesen agreed.

7. **Board Policy – BP 2365 San Luis Obispo County Community College District Cuesta College Recording of** Approved, as presented.

**Public Meetings**

8. **Change Order for the Reconstruct Two Science Buildings** Approve Change Order No. 10 for the Reconstruct Two Science Buildings for \$18,844.00, as presented.
9. **Declaration of Surplus Equipment** Declare equipment as surplus and approve of its disposal, as presented

<b>Q.</b>	<b>DISCUSSION</b>
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1. What went well?
- Trustee Galvan complimented the board and the audience for maintaining their composure during heated public comment. She added that the meeting was long.
  - Trustee Kiersch would have liked to have had a copy of the south county survey during the presentation.
  - Trustee Mathiesen suggested extending the amount of time allotted for public comment. He said there must be another venue to listen to complaints from unions and others. The board should have been able to respond to what was brought up during tonight's meeting. They need to take care of things which require further discussion.
  - Trustee Mullen said the board is charged with providing for public comment in a manner during which people are allowed to express their opinions professionally. It is always a challenge to manage that time. He appreciates audience participation and welcomes them to speak from the floor.

Peter Dill thanked the board for allowing them to come to the floor.

<b>ADJOURNMENT</b>
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**Adjournment** The meeting was adjourned at 8:55 p.m. Unless otherwise announced, the next meeting of the Board of Trustees will be held on Wednesday, March 5, 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.

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Dave Pelham  
Superintendent/President