



SAN LUIS OBISPO COUNTY COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES

ADOPTED MINUTES

Regular Meeting

June 7, 2006

4:00 p.m.

The Board of Trustees of the San Luis Obispo County Community College District met in Regular Session in Room 5401, Conference Center in the Cuesta College Student Center, Cuesta College San Luis Obispo Campus, San Luis Obispo, California, members having received notice as prescribed by law.

1. ***Call to Order*** The meeting was called to order by Trustee Angela Mitchell at 3:03 p.m.

2. ***Roll Call*** Board Members Present
Ms. Angela Mitchell, President
Mr. Patrick W. Mullen, Vice President (absent)
Mrs. Gaye L. Galvan
Mrs. Marie Kiersch
Mr. Per C. Mathiesen

3. ***Approval of Agenda*** The agenda was approved as presented prior to Closed Session.

President Rosenwasser announced prior to Closed Session that the Director of Nursing appointment will be an appointment to continue rather than an appointment to hire.

Moved: Galvan/**Seconded:** Mathiesen/**Absent:** Mullen —**Passed** unanimously by those members present to approve the Agenda, as presented.

4. ***Recess to Closed Session*** The Board recessed to Closed Session at 3:03 p.m.

5. ***Reconvene in Open Session & Pledge of Allegiance*** The Board reconvened in Open Session at 4:02 p.m. Student Trustee Bart Gant led the Pledge of Allegiance.

OATH OF OFFICE: Superintendent/President Marie Rosenwasser administered the Oath of Office to incoming Student Trustee Bart Gant prior to the Pledge of Allegiance.

BOARD MEMBERS PRESENT

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

MANAGEMENT PRESENT

Dr. Marie E. Rosenwasser
Mr. Dan Chacón
Mr. Ed Maduli
Mr. Harry Schade
Ms. Sandee McLaughlin
Ms. Roanna Bennie
Ms. Anna Davies
Ms. Toni Sommer

VISITORS PRESENT

Mr. Peter Dill, Ms. Allison Merzon, Mr. Bob Mariucci, Ms. Mary Parker, Ms. Tracy Eby, Ms. Ruth Kirstaetter, Ms. Catherine Werst, Mr. Terry Reece, Ms. Joel Carlson, Mr. Bradford Anderson, Ms. Patricia Golden, Mr. John Byrne.

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

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

CLASSIFIED/MANAGEMENT PERSONNEL

Moved: Mathiesen/**Seconded:** Galvan/**Absent:** Mullen —**Passed** unanimously by those members present to take the following action pertaining to Classified/Management personnel:

Appointments, Classified/Management

- a. Short-term, Hourly Employees
- b. Administrative Assistant, Dean of Humanities
- c. Division/Department Assistant, Business Education
- d. Executive Director, Human Resources and Labor Relations
- e. Director, Nursing/Allied Health

Leave of Absence Without Pay

- a. Multimedia Electronics Technician, Learning Resources

Resignations

- a. Computer Services Technician, Computer Services
- b. Groundskeeper, Maintenance, Operations and Grounds
- c. Interim Lead Coordinator for Public Information, Foundation/Institutional Advancement

Retirement

- a. Human Resources Technician, Human Resources Office

Public Employee Discipline/Dismissal/Release

***Academic
Personnel***
(Attachment B)

ACADEMIC PERSONNEL

Moved: Mathiesen/**Seconded:** Galvan/**Absent:** Mullen —**Passed** unanimously by those members present to take the following action pertaining to Academic personnel:

Appointments

- a. Full-time, Instructor/Division Chair, Engineering and Technology Division
- b. Full-time, Tenure Track Mathematics Instructor, Mathematics Division
- c. Full-time, Tenure Track American Sign Language Instructor, Languages and Communications Division
- d. Full-time, Instructor/Division Chair, Languages and Communications Division
- e. Full-time, Tenure Track Automotive Technology Instructor, Engineering and Technology Division
- f. Full-time, Temporary, English as a Second Language Instructor, English Division
- g. Full-time, Temporary, Nursing/Allied Health Instructor, Nursing/Allied Health Division
- h. Summer Session Assignments 2006

Public Employee Discipline/Dismissal/Release

***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.

7. **REPORTS FROM EMPLOYEE ORGANIZATIONS****Academic Senate** **Ms. Allison Merzon**

- Expressed her disappointment that the bond did not pass.
- Reported on Program Review and expressed pride in the completed work (she displayed the program review binder received from Vice President Schade). Senate has worked hard to tie budget, accreditation standards and program review together.
- Returned from attending the National Institute for Staff and Organizational Development (NISOD) Conference held in Austin, Texas. She and Dr. Jane Morgan were able to attend the three-day conference thanks to the support of the President's Innovation and Motivation Fund. They met with community college faculty from Canada and across the U.S. to discuss program outcomes and professional development for all levels of staff, not just faculty. It was a great experience and she will be working with Dr. Morgan to share the information with the Academic Senate. She also brought materials to show the Board.
- She reported that the Women's Softball team won the Regional Division title for the first time ever, and placed 7th in State. Go Cougars!

CCFT No report.

CCCUE **Mr. John Fetcho**

- Introduced himself to the Board of Trustees as the new CCCUE President.
- Reported that he is looking forward to negotiations next week, although he has not met yet with his negotiations team.

Management Senate **Mr. Bob Mariucci**

- Thanked the Board for their hard work this year, and wished them a great summer.
- Reported that the season was successful for Athletics. Baseball did well. Logan Shaefer got drafted by the Boston Red Sox, and it is possible Cuesta's catcher will be drafted by another major league team today.

8. **REPORTS FROM BOARD MEMBERS****Trustee Galvan**

- Attended the Alumni BBQ which was very nice. It presented an opportunity to get acquainted with faculty and staff.
- Attended the Athlete of the Year Luncheon, offering a chance to see the athletes and learn more about their academic records. She stated that she was impressed by the support the athletes receive from parents and the community.
- Attended the End of Year Program, as well as the Nursing Graduation, and the End of Year celebration on the North County Campus. She awarded K-12 winners (184 gold medals) for a writing competition sponsored by the K-12 District. She was also present at the President's Luncheon, and the joint Planning and Budget Committee/Board Budget Workshop.

***Trustee
Mathiesen***

- Attended the Annual Trustees Conference in La Jolla last month. He picked up information regarding labor negotiations. He learned that the House of Representatives has a community college caucus with 100 members. He suggested that we should ask our U.S. Representative (e.g. Lois Capps) to join the caucus since state and national nurses have similar problems. He learned that money that is not used for development is sent back to Washington D.C., and sometimes through a caucus can be directed to nursing programs.
- He gave details of Rule 1090. He explained that if a teacher or family member is on a board, relatives can not be selected to a board. Prohibited perks for Board members include honorariums for speeches and frequent flyer mileage. Relatives can not receive promotions.
- He attended seminars on board ethics as well as a seminar on collective bargaining.

Trustee Mitchell

- Was on vacation for part of May and was very sorry she missed Commencement.
- Had some one-on-one conversations with community members regarding the bond measure, but wished she could have made more personal connections because she believes that is what changes peoples' minds about a bond.
- President's luncheon was a great event.

Trustee Kiersch

- No report.

***Student Trustee
Gant***

- Attended the President's Luncheon sponsored by the Foundation. Met donors, Board members, and administrators.
- He is trying to understand new roles and processes. He is meeting regularly with Vice President Chacón to learn the relationship and functions between the different departments.

9. ***Report from
Superintendent/
President
(Attachment C)***

FOUNDATION

1. The Cuesta College Foundation has received \$40,891.49 in cash, pledges, real and personal property, and non-cash gifts that supplant cash for the month of April 2006.

COMMENDATIONS & RECOGNITION

1. **END OF YEAR EVENT AND COMMENCEMENT** – This year marked the 43rd year as the San Luis Obispo County Community College District. With collaboration by the Commencement Committee, Human Resources, the Cuesta College Foundation, and many other staff members, this year's End of Year Event and Commencement were a success. The North County Campus Graduate Reception was held at the NCC Courtyard on Friday May 12. A Graduation BBQ lunch by the Alumni Committee was held on the SLO Campus on Thursday, May 18. On Friday, May 19, the End of Year Event and award presentation was held beginning with a continental breakfast. Retirees and emeritus were presented with awards. The Payroll Department was acknowledged as this year's "Superstars", and Assemblyman Sam Blakeslee was recognized as the 2006 Honored Alumnus. The President's Leadership Award was presented to Dr. Mary Parker, Director of Nursing and Allied Health, who is also retiring this year.

Commencement was a time of celebration by students, faculty and staff. This year's celebration of commencement of the 41st graduating class of Cuesta College kicked off at 5 p.m. on Friday, May 19 in the Cuesta San Luis Obispo Campus gymnasium. The event featured a photo exhibit in the gym lobby. The ceremony was broadcast live on Charter Cable Channel 19.

More than 770 students received degrees this year, with more than 1,000 Associate of Arts Degrees and Associate of Science Degrees being awarded. Just under 200 of these students completed classes at the Cuesta College North County Campus. A total of 54 degree candidates were recognized for earning "high honors," a grade point average of 3.75 or higher.

I would like to commend the Commencement Committee Team, headed by Joy Chambers for organizing and conducting a very successful commencement. I thank everyone involved in the successful production of Cuesta's 41st Commencement for their dedication, hard work, and excellent results.

2. **CAREER CONNECTIONS JOB FAIR** – was a great success! Workforce Development coordinated this annual event, held on May 10th in Room 5401. The job fair brings together students and the general public with local businesses and the diverse employment opportunities in the community. Here are some statistics about this year's attendance:
 - 183 students attended, a 15% increase from last year's fair
 - 43 employers attended, including the two branches of the service, local hospitals, and city/county governments
 - In an exit survey, 84% of students who attended the job fair (and completed the survey) stated they obtained job leads from employers at the event
3. **SPECIAL OLYMPICS** – Five hundred Special Olympics athletes participated in the Special Olympics Area Meet at the San Luis Obispo campus on Friday, May 6. This event coordinated the efforts of 900 plus community volunteers, including students from the local high schools, Cal Poly and Cuesta.

This year, athletes competed in Unified Basketball, track and field, bocce, MATP or aquatics. This event qualified athletes to go on to the state games at CSU Long Beach in June. For Special Olympics athletes, the training never stops and the benefits last a lifetime. The training for competition is just as important as the competition itself.

The success of this event was due to the driving force of Judy Rittmiller, DSPS Support Services Assistant, Bob Mariucci, Athletic Director and Jani Johnson, Athletics instructor. Great appreciation goes to the Physical Plant staff, who prepared the playing fields for the event. This was Judy Rittmiller's 21st year volunteering with Special Olympics, and she hopes that we can bring it back to Cuesta College again next year.
4. **CHAMBER SINGERS AND CONCERT CHOIR PRESENT "LOVE & LOSS."** Their spring concert, entitled "Love & Loss" was presented at 7:30 p.m., Friday, May 12 at St. Timothy's Catholic Church, in Morro Bay. The performance was directed by John Knutson. This concert featured the full range of life's drama and emotion – the centerpiece of the event was a performance of the beautiful and poignant Fauré Requiem with guest artists from the SLO Symphony. The Master Chorale presented a beautiful concert with soloists and orchestra on May 20.
5. **CINCO DE MAYO CELEBRATING ESL** – Estella Vasquez and Edie Morales of the Latina Leadership Network took a moment to say thank you to contributors that made the 5 de Mayo Event a great success. A total of 32 ESL Students participated in the event. I am thankful to the Latina Leadership Network for support, and for sharing their success story which I am sure gave the students the inspiration and motivation to be the best that they can be and to come to Cuesta for their educational goals. Thank you to all who contributed to make this event a success.

6. **LVN PROGRAM** – Nursing classes began May 22 with a full class of 30 students. The faculty is doing a great job of managing the small bumps, and Mary Parker is actively coordinating with Compass Health to ensure we move full steam ahead. Congratulations to Dean Anna Davies and Mary Parker for successfully coordinating financial support for the program from Compass Health as well as a Hoag Family Foundation grant \$165,000.00 for the new Paramedicine Certificate program.
7. **CUESTA ATHLETICS** – Congratulations to the Athletics Program for an excellent Athlete of the Year Banquet and the outstanding achievements of the athletic teams and their coaches in 2005-2006.

OTHER INFORMATION

1. **PG&E APTITUDE TESTING** – PG&E came on campus May 11 to administer aptitude testing to Cuesta's Electronics/Electrical students. It was the second year Diablo did "targeted recruitment", which was open to students currently enrolled in one of Cuesta's vocational degree or certificate programs. It also provided an opportunity for students to network with some of the PG&E management who will sit on interview panels.
2. **MID-STATE FAIR VOLUNTEERS** – Signup for staff of Cuesta's booth at the 2006 California Mid-State Fair is still needed. Fair dates are Wednesday, July 26, through Sunday, August 6. Each volunteer will work a four-hour shift, ideally with two people per shift. Training will be held on July 20 via polycom. For more information, please contact Rachel Hamilton, NCC, at (805) 591-6220.
3. **SUMMER HOURS FOR CAMPUS OPERATION** – Summer hours are 7:30 a.m.–6:00 p.m. Monday through Thursday. The SLO and North County Campuses are closed Fridays. Summer hours will end Thursday, August 3, 2006.

UPCOMING EVENTS

June 2006

June 12

The Campus Police Department will once again be participating in the Special Olympics Torch Run on June 12, 2006. Runners can run the entire course (4.1 miles) from San Bernardo Creek Road on HWY 1 to Education Dr. or half the run starting at Hwy 1 and the rifle range (2.1 miles). Runners will be transported to the starting areas from the Campus Police Office (Building 7200 next to Lot 2A) at 215 pm on Monday June 12, 2006. Runners will arrive at the administration building (building 8000) on Education Drive at 330 pm. If you would like to participate in the run, sponsor a runner or support our runners at this event, please respond to my email at Psysak@Cuesta.edu or by phone at ext. 3205.

June 12 – 14

Walk-in Registration – 8:00 a.m. –7:00 p.m., NCC Bldg, Room N3000/SLO Bldg 3100, Room 3110

July 2006

July 4

Campus Closed for holiday.

President Rosenwasser thanked the Board of Trustees, faculty, staff, and employees for their hard work on the bond campaign. There will be some analysis to do, but she is grateful for the work that was done for nearly 15 months from the April 19 Board Workshop to Election Day.

10. **Communications** None.
(Attachment D)

11. **Reports**
(Attachment E)

End-of-Year Status Report

President Rosenwasser explained that the information on accomplishments by each area on the college goals is clearly laid out in the report but the Board may have some questions. Vice President Dan Chacón, Vice President Harry Schade, Vice President Ed Maduli, Dean Toni Sommer, Dean Roanna Bennie, Dean Anna Davies, Executive Director June Stephens, and Executive Dean Sandee McLaughlin provided brief reports on major accomplishments toward District Goals in the “2005-2006 End-of-Year Status Report”. It was a good year overall. President Rosenwasser stated that she looks forward to reading the Student Learning Program Reviews and seeing how they integrate with unit and cluster plans, show progress on outcomes assessment, and how program reviews address the accreditation team’s recommendation.

12. **Hearing of the Public**

Peter Dill

Tonight is my last night here in an official capacity. I will no longer serve as Curriculum Chair. Thank you for being very generous with your time. It is sometimes tedious to sit through public meetings, but I have enjoyed five years of coming to meetings regularly. Thanks for working so hard on the bond measure. Faculty didn’t work very hard. As I worked in my garden today, I thought we should consider going for the bond again in November. We’ve built up momentum and the students and faculty would be here. We can make certain compromises but we still have needs. We might consider scaling back and using different approaches based on public comment. The first measure the District pursued did not pass the first time either, but we have some momentum started now.

**BUSINESS AGENDA
ACTION ITEMS**

13. **Approval of Curriculum**
(Attachment F)

Curriculum Chair Dill reported that the Dental Hygiene curriculum is completed, but its fate is in jeopardy because the bond measure did not pass. He acknowledged Director of Nursing/Allied Health Mary Parker and Nursing Instructor Pam Peachey on the work they did on the program development. It was a record achievement; it went through consultations, with everything taken care of. It was a great job done in a small amount of time. We need to just figure out a way to house the program. He confirmed for Trustee Mullen that degrees and certificates are revised once yearly.

Trustee Galvan thanked Curriculum Chair Dill for his years of work on the Curriculum Committee and his efforts to make the report to the Board easy to understand. Trustee Mathiesen stated that he will miss having a philosopher at the Board Meetings. Trustee Mathiesen also reported having received an email against starting the Dental Hygiene class. His dentist is going to work to get support on that. Nursing/Allied Health Director Mary Parker informed Trustee Mathiesen that she already has a letter of support from the SLO Dental Association and from the San Luis Obispo County Dental Hygiene Association.

Moved: Kiersch/Seconded: Galvan/Absent: Mullen —Passed unanimously by those members present to approve the Curriculum, as presented.

14. **PUBLIC HEARING – CCCUE Initial Proposal 2005-**

Cuesta College Classified United Employees (CCCUE) Initial Proposal 2005-2006 covering July 1, 2005 through June 30, 2006 with the San Luis Obispo County Community College District (District). PUBLIC HEARING – 4:30 P.M.

2006 with the District
(Attachment G)

CCCUE has proposed negotiation of three items.

Moved: Mathiesen/**Seconded:** Kiersch/**Absent:** Mullen – **Passed** unanimously by those members present to accept the CCCUE Initial Proposal 2005-2006 covering July 1, 2005 through June 30, 2006 with the District, as presented.

15. **Accept the SLOCCCD/CCFT 2005-2007 Tentative Collective Bargaining Agreement**
(Attachment H)

Moved: Mathiesen /**Seconded:** Galvan/**Absent:** Mullen —**Passed** unanimously by those members present to accept the San Luis Obispo County Community College District/Cuesta College Federation of Teachers 2005-2007 Tentative Collective Bargaining Agreement, as presented.

Vice President Maduli proposed to have all retroactive pay for faculty in the June payroll.

16. **Approval of Classified Emeritus Status**
(Attachment I)

Moved: Galvan/**Seconded:** Mathiesen/**Absent:** Mullen —**Passed** unanimously by those members present to approve the Classified Emeritus Status, for Ms. Margie Goldstein and Mr. Leon Carver, as presented.

17. **Approval of Resolutions for Election of Community College District Board Members**
(Attachment J)

Moved: Galvan/**Seconded:** Mathiesen/**Absent:** Mullen per roll call **Passed** unanimously by those members present to approve the Resolution Ordering Governing Board Member Election, as presented;

Moved: Galvan/**Seconded:** Mathiesen/**Absent:** Mullen per roll call **Passed** unanimously by those members present to approve the Resolution Requesting Consolidation with other Elections on Same Day, as presented;

Moved: Galvan/**Seconded:** Mathiesen/**Absent:** Mullen per roll call **Passed** unanimously by those members present to approve the Resolution for Candidate Statements, as presented.

A roll call vote was taken for all three resolutions.

18. **Approval of Academic and Classified Calendar for 2006-2007**
(Attachment K)

Moved: Galvan/**Seconded:** Mathiesen/**Absent:** Mullen —**Passed** unanimously by those members present to approve the Academic and Classified Calendar for 2006-2007, as presented.

19. **Adoption of 2006-2007 Tentative Budget**
(Attachment L)

Moved: Mathiesen/**Seconded:** Kiersch/**Absent:** Mullen —**Passed** unanimously by those members present to adopt the **2006-2007 Tentative Budget**, as presented.

Vice President Maduli thanked Reporting/Budget Accountant John Byrne, who worked long and hard to prepare the budget. He provided a Power Point presentation that included an enrollment comparison and also provided an overview of the State Budget.

	<u>January Budget</u>	vs.	<u>May Revise</u>
❖ Prop 98 Split	10.49		10.70
❖ COLA	5.18%		5.92%
❖ Equalization			\$130 million (not sure how it will be calculated)
❖ EOPS/CARE			COLA and Growth
❖ Matriculation	\$24 million		Additional \$5.2 million non-credit increase
❖ Mandated Reimbursement			
❖ No property tax fill			
❖ General Purpose Block Grant			Unrestricted. Distribution based on FTES

He explained key differences in Growth Rates, Full-Time Faculty Obligation (FTFO), new revenue, new expenditures, and long- and short-term debt.

Tentative Budget

Vice President Maduli distributed copies of the 2006-2007 Tentative Budget. He reported that the audits are good, and the District has been fiscally prudent enough to receive lower interest rates.

Trustee Mitchell asked if increasing our debt will decrease our credit rating. Vice President Maduli responded that it would not. There are plans to make a presentation to Moody's to go out for another COP with hopes to delay principal payments in 2006/07.

Curriculum Chair Dill asked if expenditures would increase if payments on the COP come out of the General Fund. Vice President Maduli said the expenditure from the General Fund could be as high as \$250,000.

BUSINESS AGENDA DISCUSSION/ACTION ITEMS

20. ***Agenda Items for Next Meeting*** (Attachment M) A preliminary listing of agenda items for the July meeting was reviewed. Vice President Maduli asked to change Action Item 1 to Authorize Refund of COP. Also change Action 4 Item to Five-year Capital Outlay.

CONSENT AGENDA

21. ***Consent Agenda*** **Moved: Gant/Seconded:Kiersch/Absent: Mullen—Passed** unanimously by those members present to approve the Consent Agenda, as presented.

Approval of Minutes (Attachment N) Adopted the Minutes of the Regular Meeting of May 3, 2006, as presented.

Approval of Warrant Listings Approved Warrant Listings No. 279 through No. 317 in the total amount of \$2,045,347.98, as presented.

<i>Approval of Payroll Orders</i>	Academic Hourly	No. 39	\$ 47,531.83
	Classified Hourly	No. 40	\$ 198,726.52
	Academic Monthly	No. 41	\$1,976,995.50
	Classified Monthly	No. 42	\$ 948,729.28
		Total	\$3,171,983.13

Approval of Gifts to the College a. Books for use by the *Friends of the Library* with funds earned to be used to purchase new books and materials for the Library collection donated by Ms. Arlene B. Chandler.

Approval of Change Order No. 8 for the Library Addition and Remodel (Attachment O) Approved Change Order No. 8 for the Library Addition and Remodel in the amount of \$95,000.00, as presented.

- Approval of Declaration of Surplus Equipment***
(Attachment P) Declared obsolete equipment as surplus and approve of its disposal, as presented.
- Approval of Revised Job Description – Management Designation***
(Attachment Q) Approved creation of a new job description and title for the Director of Public Information and Marketing, as presented.
- Approval of Revised Job Description – Classified Bargaining Unit***
(Attachment R) Approved the revised job description for the Administrative Assistant for Executive Dean, North County Campus, as presented.
- Approval of Revised Job Description – Classified Bargaining Unit***
(Attachment S) Approved the revised job description for the Assessment Services Specialist, as presented.
- Approval of Revised Job Description – Classified Bargaining Unit***
(Attachment T) Approved the revised job description for the Admission & Records Technician, as presented.
- Approval of Revised Job Description – Classified Bargaining Unit***
(Attachment U) Approved the revised job description for the Assessment Matriculation Assistant, as presented.

ADJOURNMENT

22. ***Adjournment*** The meeting was adjourned at 5:12 p.m. Unless otherwise announced, the next regular meeting of the Board of Trustees will be held on Wednesday, July 5, 2006.

Marie E. Rosenwasser, Ph.D.
Superintendent/President