APPROVED MINUTES OF THE JUNE 15, 2010, MEETING OF THE BOARD OF TRUSTEES

ITEM 3.4
ACTION ITEM
JULY 20, 2010

PREPARED BY: TRACY JOHNSON

1.0 CALL TO ORDER - PUBLIC SESSION

1.1 Roll Call
Board President Robert T. Owens; Trustees Adrienne Grey, Nick Heimlich, Jack Lucas, Buck Polk, Chris Stampolis, and Chad Walsh; and Secretary to the Board Chancellor John Hendrickson.
Student Trustee Moises Funtila was absent.

1.2 Oral Communication from the Public on the Closed Session Agenda
There were none.

2.0 ADJOURN TO CLOSED SESSION - Provide direction to Todd Goluba, Esq., Associate Vice Chancellor of HR Brad Davis, and Chancellor John Hendrickson, District designated representatives, regarding negotiations with ACE, SEIU, Teamsters, and POA (Government Code 54957.6); and to John E. Hendrickson, Chancellor, regarding unrepresented groups.

3.0 RECONVENE PUBLIC SESSION

3.1 Pledge of Allegiance
Board President Owens led the 'Pledge of Allegiance.'

3.2 Report of Closed Session Action
Board President Owens reported that no action had been taken.

3.3 Approval of the Order of the Agenda
ACTION TAKEN:
It was M/S/P 7/0/0 (Stampolis/Lucas) that the order of the agenda be approved with the following changes.
Item 8.2 'Consider Request of Doug Allen' was moved to immediately follow Item 3.5, 'Presentations and Recognitions.'
Item 6.1.V, 'temporary interim appointment' should be changed to 'temporary acting appointment.'
Item 6.1, Attachment A, the item for 'Office Coordinator, Riggins' is being struck.
Item 6.1, Attachment B, Delia Gomez, the position ID number of the job to which the employee is moving should be changed to '083100' and the Department to 'District Police.'

3.4 Approval of the Minutes of the June 1, 2010, Regular Meeting.
A discussion was held.
ACTION TAKEN:
It was M/S/P7/0/0 (Lucas/Heimlich) to approve the minutes of the June 1, 2010, Regular Meeting as presented.

3.5 Presentations/Recognitions

Mission College President Harriett Robles recognized and congratulated the Mission College Classified Senate for its recognition as a Model Senate by the California Community Colleges Classified Senate. Dr. Robles commented on the excellence of the Mission College Classified Senate. She particularly acknowledged Classified Senate President My Loi, whose outstanding leadership as Senate President made such an accomplishment possible. She congratulated Ms. Loi and all members of the Mission College Senate.

Board President Bob Owens congratulated Ms. Loi and presented her and the Mission College Classified Senate with a plaque from the Board of Trustees reading 'You're All Stars!' President Robles presented Ms. Loi and the Senate with a plaque from Mission College, in acknowledgement of this tremendous accomplishment.

Ms. Loi acknowledged the work of the following classified staff and senators for all their work, which made the accomplishment possible: Barbara Weigel, Linda Angelotti, Arenia Jones, Betty Inoue, Debbie Domenici, Ellen Goldman, Gerry Oliver, Greg Shaw, Jennifer Gile, Julie Vu, Kelvin Tran, Liz Pelayo, Mike Denne, Napoleon Mendez da Costa, Paulette Lino, Queenie Chan, Rita Grogan, Robert Guest, Scott Libby, Susan Monahan, and Thuy Foot. Ms. Loi thanked West Valley College Classified Senate President Laurel Kinley for her incredible support and her inspiration. She thanked all Mission College administrators for providing support and encouragement for the classified staff to participate in participatory governance.

Brad Davis presented the Board with an update on the new Employee Transition Program (ETP). He spoke of the difficulty of the past few months in light of the District's fiscal situation for the past few months. He indicated that the decision of the Land Corporation and the Board of Trustees to fund a transition program for employees has been a unique gesture in California. The program is designed to assist individual employees who are transitioning within the District or who are leaving the District. For those employees leaving the District, the program offers one-to-one counseling with a specialist to fine tune resumes, brush up on interview skills, identify and follow-up on potential employment opportunities, and deal with emotional issues. For those transitioning within the District, a skills academy has been developed to help employees succeed in new jobs and mentors will be available to assist if requested. The Human Resources Department has met many times with employees who are leaving the District, and will meet next week with those who are remaining and transitioning to new jobs.

Educational and Student Services Presentation: Mission College Child Development Center

Mission College President Harriett Robles introduced Mary Ashley, Mission College Child Development Center (CDC) Director. Ms. Ashley provided the Board with information regarding the Mission College CDC.

The CDC's mission is to support continued learning and development for Child Development students, children and families. As a model program for our students and the community, we continually seek ways to improve and strengthen our classrooms, curriculum and community.

The primary purpose of the CDC is as a lab for Child Development students to:

- Do observations
- Practice skills with children in a quality classroom while supervised
- Environmental assessments of a quality program Complete supervised work experience as a part of the Child Development Practicum
- Interviews of child development professionals

The CDC Lab staff work with the CHD Department Instructors to coordinate curriculum and practices to maintain consistency of theories taught and practices observed. The MC CDC Lab provides opportunities for partnerships with other departments for students to gain vital educational experiences.

- It partners with Hospitality Management to provide a paid Work Experience site for their students.
- Nutrition (NS 015) requires students to observe a meal time with children
- In 2009-2010 MC CDC Lab began a partnership with the LVN program to be a practical site for their students as well
- Psychology & Sociology students began to use the MC CDC Lab as an observation site in May 2010 and we expect to have more use of the lab by these groups in 2010-2011

The CDD provides internships to students in the Child Development (CHD) & Hospitality Management (HM) programs.

- Internships for CHD students are provided in the form of student work positions in the CDC. Fourteen CHD interns have moved on to successful job placements in the community child care programs in 2009-2010
- Hospitality Management students complete work experience hours at the CDC kitchen, a requirement of the HM degree. The CDC's cook, Thien Smith, is a graduate of the HM program.

Child Development teacher expectations are:

- Complete Developmental profiles of all 93 children in the CDC every 6 months utilizing:
    - Detailed developmental portfolios
    - Detailed observations of every aspects of a child's behavior
    - Parents notes and observations
- Complete classroom assessments of their room annually using the Early Childhood Environment Rating Scale (ECERS)
- Communicate regularly with parents about the needs of their children
- Plan, design and implement curriculum utilizing the results of the developmental profiles
- Explain their curriculum, process and the thinking behind it to the CHD students doing practicum and observations
- Mentor CHD students in a variety of capacities while working with the children

The CDC is funded in the following ways:

- CDE/CDD Contracts for subsidized child care:
    - CSPP (California State Preschool Program) – All day care for children 3-5 that includes a preschool component
    - CCTR (California General Child Care & Development Programs) – Child care for children 0-5 who have financial need
        - Parents are enrolled on a prioritized basis based on MC Student status, family size, income, and other high need (CPS referral, Foster Care children, etc.)
        - Family fees are determined by: income level and family size
- Parent fees for Intel and other community families
    - Intel priority is given only AFTER all MC students are enrolled
    - There are no fee discounts for any category (MC Student, MC staff/instructors, or Intel)
    - Fees are determined with the use of a local annual tuition/salary survey done for Santa Clara County
    - Currently exploring the possibility of new systems to create greater access for MC students, MC staff, and low income groups that do not qualify for subsidy This could be done through a sliding fee schedule and/or subsidies from employers or other interested groups
- Grants - Which have included:
    - VTEA (Perkins)
    - CDE/CDD quality, materials and facilities grants
    - Intel
    - CCPSI (Playground construction grants)
    - Lucille Packard Foundation
    - The CDC is always looking for new grants to support the MC CDC
- Donations and donor support
    - Exploring a giving campaign with the WVMCCD Foundation to solicit donations annually in support of the MC CDC
    - Parent auctions and raffles in classrooms
    - Welcome parent donations to the classrooms

8.2 CONSIDER REQUEST OF DOUG ALLEN
A discussion was held.

ACTION TAKEN
It was M/S/P 4/3/0 (Stampolis/Walsh; Heimlich, Owens, Polk voted no) that sometime in the next three months, the Board will agendize an information item to consider an amendment to existing policy 4.3.2 to address proposed cancellations of intercollegiate competitive sports programs.

3.6 Oral Communications from the Public
Mission College faculty member Jane Patton reported that she has been reassigned to the State Academic Senate. She served as President of the Senate for the last year, and has just been re-elected.and will not be back on campus until after June. She said she has learned a great deal at the state level. She attends Board of Governors meetings and participates in Consultation Council. Next year she will be President of the Intersegmental Committee of Academic Senates. She indicated that the State Academic Senate does a huge amount of faculty professional development. She will participate at the Curriculum Institute in Santa Clara and has also had the opportunity to speak at two Trustee Conferences. She thanked Scott Lay, Executive Director of the CCLC, and State Chancellor Jack Scott. She thanked the Board for their support.

3.7 Written Communications from the Public
Executive Assistant to the Board of Trustees Tracy Johnson reported that communication had been received from Mike Perez, Jim Root, Scott Nelson, Jeff Schwartz, and Nan Biltz.

4.0 UNFINISHED BUSINESS
There were no items.

CONSENT AGENDA
APPROVAL OF CONSENT AGENDA ACTION ITEMS
The following items were removed for discussion:
Item 7.1 Approve Contract Increase with Cal-Pacific Construction, Inc.
Item 7.2 Consider approval of agreements with the Campbell Union High School District and the Los Gatos/Saratoga Joint Union High School District for the continuation of the Middle College Program and College Advantage Program
Item 7.4 Award of Bid #22-0910, On-Site Surface Improvements – Shade Structure at West Valley College

Action Taken:
It was M/S/P 7/0/0 (Lucas/Heimlich) to approve the remainder of the Consent Agenda action items.

Consent Agenda action items are attached to these minutes as Appendix A.

7.1 APPROVE CONTRACT INCREASE WITH CAL-PACIFIC CONSTRUCTION, INC.
A discussion was held
Action Taken
It was M/S/P 6/0/1(Lucas/Owens; Stampolis abstained) to ratify change order number 3 in the amount of $22,786 for the Hospitality Management Building Renovation and Expansion project at Mission College.

7.2 CONSIDER APPROVAL OF AGREEMENTS WITH THE CAMPBELL UNION HIGH SCHOOL DISTRICT AND THE LOS GATOS/SARATOGA JOINT UNION HIGH SCHOOL DISTRICT FOR THE CONTINUATION OF THE MIDDLE COLLEGE PROGRAM AND COLLEGE ADVANTAGE PROGRAM
A discussion was held.
Action taken
It was M/S/P 6/0/1(Stampolis/Walsh; Lucas recused himself) to approve the agreements, with the proviso that staff correct several typographical errors in the agreements.

7.4 AWARD OF BID #22-0910, ON-SITE SURFACE IMPROVEMENTS – SHADE STRUCTURE AT WEST VALLEY COLLEGE
A discussion was held.
Action Taken:
It was M/S/P 7/0/0 (Polk/Owens) to approve the lowest responsive and responsible bid of $180,700 from R.C. Benson & Sons, Inc., and reject all other bids.

REGULAR ORDER OF AGENDA

5.0 COLLEGES, PROGRAMS, AND SERVICES

5.2 MISSION COLLEGE MISSION STATEMENT AND REVISION OF DISTRICT POLICY MANUAL – CHAPTER 1 (BASIC DISTRICT FOUNDATIONS / BOARD OF TRUSTEES) – SECOND READING
Action Taken:
It was M/S/P 7/0/0 (Polk/Owens) to approve the revised mission statement for Mission College.

6.0 HUMAN RESOURCES

6.2 2009 – 2010 CLASSIFIED RETIREMENTS
RECOMMENDATION: That the Board of Trustees acknowledge the listed classified retirements.
Action Taken:
It was M/S/P 7/0/0 (Stampolis/Polk) that the Board of Trustees acknowledge the retirements of:

a. Cassandra Owen, Senior Office Coordinator, SEIU Unit, Applied Arts and Sciences, West Valley College, Length of Service: 21 years and 9 months.
b. Margaret Gould, Office Coordinator, SEIU Unit, District Police, West Valley-Mission Community College District, Length of Service: 20 years and 9 months.
c. Lucy Clementi, Human Resources Specialist, Confidential Unit, Human Resources, West Valley-Mission Community College District, Length of Service: 22 years and 8 months.
d. Kelly Murphy, Human Resources Specialist, Confidential Unit, Human Resources, West Valley-Mission Community College District, Length of Service: 23 years and 5 months.

6.3 2009 - 2010 ACADEMIC RETIREMENT
A discussion was held.
Action Taken:
It was M/S/P 7/0/ (Stampolis/Polk) that the Board of Trustees acknowledge the retirement of Ellen J. McAlister, Instructor, DISC, Mission College, Length of service: 25 years and 6 months.

7.0 BUSINESS AND FINANCE

7.6 CITIZEN'S BOND OVERSIGHT COMMITTEE (CBOC) MEMBERSHIP
A discussion was held.
Action Taken:
It was M/S/P 7/0/0 (Stampolis/Polk) that the Board of Trustees approve the CBOC membership as listed.

7.7 2010/2011 TENTATIVE BUDGET
A discussion was held.
Action Taken:
It was M/S/P 6/0/0 (Stampolis/Polk; Heimlich voted no) that the Board of Trustees adopt the 2010/2011 Tentative Budget and set September 7, 2010, as the date for a public hearing and adoption of the Final Budget for 2010/2011.

8.0 BOARD

8.1 GRANTING OF EMERITUS STATUS TO HARRIETT ROBLES
A discussion was held.
Action Taken:
It was M/S/P 7/0/0 (Stampolis/Walsh) that the Board of Trustees bestow the honorific of "emeritus" on Harriett Robles, as requested by Mission College Academic Senate President Cathy Cox, former Mission College Academic Senate President Stephanie Kashima, Mission College Classified Senate President My Loi, and Mission College Student Trustee Moises Funtila.

~~8.2 CONSIDER REQUEST OF DOUGLAS B. ALLEN~~
~~Consider a request of Douglas B. Allen to reverse or stay the decision of cancellation of the wrestling program; to direct staff to create a new policy or amend the existing policy 4.3.2 to address the proposed cancellation of interscholastic competitive sports programs, including notice and opportunity to participate by the competitive athletes, coaches, feeder school programs, boosters, and other concerned community members; and to consider whether there is sufficient evidence of a health risk posed by "skin infections" to request further staff investigation of all sports, and possibly the general student population, and the sports and other facilities at West Valley College, or to determine that there is insufficient evidence to warrant further inquiry other than to advise staff to take reasonable measures to prevent "skin infections" in any sports program or class.~~

This item was moved to follow Item 3.5.

9.0 INFORMATION REPORTS

9.1 ACADEMIC SENATE UPDATE
Mission College Academic Senate President Cathy Cox acknowledged retiring Mission College President Harriett Robles. She expressed the gratitude of the College for Dr. Robles' leadership and indicated that she will be missed.

Ms. Cox informed the Board Mission College's program discontinuance item will appear on the July 20, 2010 Board agenda.

There was no West Valley College report.

9.2 CLASSIFIED SENATE UPDATE
West Valley College Classified Senate President Laurel Kinley congratulated the Mission College Classified Senate, and President My Loi, for their recognition as a Model Senate.

Ms. Kinley bid farewell to Mission College President Harriett Robles and indicated how much she has enjoyed working with Dr. Robles.

There was no Mission College report.

9.3 STUDENT SENATE UPDATE
There were no Student Senate updates.

9.4 MISSION COLLEGE UPDATE
College President Robles informed the Board that Mission College has been named among the top 100 degree graduating institutions for minorities earning AA or AS degrees. The College is listed in 15 categories for significant increases in the degrees granted to Asian American, Hispanic, and African American students.

Dr. Robles noted that Susan Monahan, Career and Transfer Center advisor, was recently presented with a Menlo College Dean's award for her outstanding support of their Professional Studies Program. Menlo offers classes on the Mission College Campus, and allows MC students to be granted admission to Menlo College if they meet minimum requirements. Ms. Monahan has been a key player in the partnership with

Menlo College, and her efforts are very much appreciated.

9.5 WEST VALLEY COLLEGE UPDATE

College President Lori Gaskin reported that Steve Higginbotham, the new manager for the WVC Barnes and Noble Bookstore, started on Monday. She noted the he is energetic and enthusiastic, and will serve the students well.

Dr. Gaskin informed the Board that West Valley College Athletic Director Mike Perez is transferring to Mission College, where he will serve as baseball coach. This leaves the position of Athletic Director vacant at West Valley College. Through a collaborative process, it has been decided Joan Worley will serve half time as Athletic Director and half time as division chair.

Dr. Gaskin thanked Trustee Lucas for attending the West Valley College Fashion Show, a fabulous, innovative, cutting-edge event.

Dr. Gaskin thanked Dr. Robles for her keen insight, incredible perspective, and valuable guidance, in addition to deep friendship. She will miss Dr. Robles tremendously.

9.6 VICE CHANCELLOR'S REPORT

Vice Chancellor Ed Maduli expressed his appreciation for Dr. Harriett Robles. He spoke of the collaborative working relationship that he and his staff have enjoyed with Dr. Robles and Mission College staff.

9.7 CHANCELLOR'S UPDATE

Chancellor Hendrickson announced that the Accrediting Commission for Community and Junior Colleges has appointed former Trustee Chris Constantin as a public member of the Commission. Mr. Constantin will do a wonderful job of continuing his fine work in the public arena.

9.8 STANDING COMMITTEE REPORTS

- Audit and Budget Oversight Committee
  Committee Chair Owens reported that the committee reviewed the Tentative Budget.
- Legislative Committee

9.9 TRUSTEE COMMENTS

Trustee Lucas reminded those present of previous Board discussions regarding a possible bond. He distributed a matrix he developed detailing the results of local school district bond elections. He noted that all local school district bonds passed, most with wide margins.

Trustee Lucas also informed the Board that he had attended a Los Gatos Kiwanis meeting at which West Valley College President Lori Gaskin had provided an outstanding presentation.

Trustee Stampolis reminded those present of the CCLC Centennial Celebration taking place in Sacramento on June 18 and then the CCCT Board meeting the following day. He encouraged anyone with comment regarding priorities to let him know prior to the CCCT meeting.

Trustee Grey commented that the matrix developed by Trustee Lucas was important information. She said that the survey conducted by the District predicted the results, and that nobody can deny the need for comfortable, safe, technologically current facilities in which to learn. Education is held in high esteem, as are colleges, and voters are willing to provide substantial money to maintain the facilities in which to provide the education. She said the Board knows it has talented, dedicated, competent, trustworthy staff which developed a list of projects developed that was reviewed Districtwide and prioritized. She noted that the facilities improvements are needed today and have been delayed too long already. Trustee Grey said she does not believe it would be too late for the District to discuss a 2010 bond, and requested that Board President Owens schedule a session at which this new information can be reviewed.

ADJOURNMENT

The meeting was adjourned at 11:00 p.m.