

# **Copper Mountain Community College District Board of Trustees Meeting Minutes**

## REGULAR MEETING OF THE BOARD OF TRUSTEES

DATE: February 10, 2011  
TIME: 3:00 p.m. (In the interest of time, the meeting will start at 2:00 p.m. with a Closed Session scheduled at the beginning of the meeting. The regular board meeting will begin at 3:00 p.m.)  
LOCATION: The Bell Center – North Entrance – Community Room  
COPPER MOUNTAIN COLLEGE  
6162 Rotary Way, Joshua Tree, CA 92252

### **MISSION STATEMENT**

**Our mission is to provide access to educational opportunities for diverse desert communities through a comprehensive curriculum and a passion for the success of every individual student.**

#### I. CALL TO ORDER – PLEDGE OF ALLEGIANCE

Board Chair Kinsman called the meeting to order at 2:00 p.m. and led the Pledge of Allegiance.

#### II. ROLL CALL: TRUSTEES GILLICK, KINSMAN, MEYER, RAMIREZ DEAN, ROGERS AND STUDENT TRUSTEE BURT.

All board members were present.

#### III. CONFIRMATION OF AGENDA

Trustee Gillick moved confirmation of the agenda, seconded by Trustee Meyer. Motion carried.

IV. PUBLIC COMMENTS: Relative to Closed Session Matters.  
None.

#### V. CLOSED SESSION

- A. Pursuant to Government Code Section 54957:  
1) Evaluation of employee: Superintendent/President.

#### VI. RECONVENE TO OPEN SESSION – ANNOUNCE ACTION TAKEN AT CLOSED SESSION (IF ANY).

3:07 p.m. – the board reconvened to open session and Board Chair Kinsman reported that regarding the evaluation of the Superintendent/President the board continues to have enormous confidence in Dr. Wagner. She added that he is more than adequately meeting all of his goals. There are a

number of items regarding policies and procedures; however, he is working on this area and the board is generally very pleased.

VII. APPROVAL OF MINUTES: Regular Board Meeting – January 13, 2011.

Trustee Rogers moved approval, seconded by Trustee Meyer. Dr. Wagner noted on page 4 Item C where the Foundation has reported out, Cathy Larson reported rather than Dr. Olson. Motion carried with this noted correction.

VIII. PUBLIC COMMENTS: PERSONS WHO WISH TO SPEAK TO THE BOARD MAY DO SO AT THIS TIME WITH A TIME LIMIT OF THREE (3) MINUTES. THOSE WHO WISH TO SPEAK TO SPECIFIC AGENDA ITEMS SHOULD COMPLETE THE "REQUEST TO ADDRESS THE BOARD" FORM AND PRESENT IT TO THE SECRETARY. COMMENTS ON AGENDA ITEMS WILL ALSO BE LIMITED TO THREE (3) MINUTES UNLESS FURTHER TIME IS GRANTED BY THE BOARD. COMMENTS ON AGENDA ITEMS WILL BE LIMITED TO A TOTAL OF TWENTY (20) MINUTES PER ITEM.

Ms. Syndee Slayton, Executive Director of the Copper Mountain College Foundation addressed the board regarding several statements made at the November Board of Trustees meeting. Ms. Slayton expressed her concern regarding a number of items that were discussed pertaining to the time since her interim assignment and subsequent selection as the Executive Director of the Foundation.

IX. REPORTS

A. GOVERNING BOARD

1) Reports from the Governing Board.

Trustee Ramirez Dean reported that she was re-elected as Director of Area F for the San Bernardino County School Board Association.

Trustee Rogers commented about the billboard in Morongo Valley. He commended the President's Office for the many items that have been appearing in print about the college.

Trustee Kinsman reported that she attended the California Community College Trustee meeting and read the purpose statement of this group. Due to the census a re-districting review will be necessary. She also suggested a study session at 1:00 p.m. prior to the next board meeting take place regarding Accreditation Standard IV B Leadership and Governance of the

Board and Administrative Organization and what will be necessary to complete this task. This session will be open to the public.

2) Report from the Student Trustee.

Student Trustee Burt reported he had nothing to report as Student Trustee at this time; however, he read a report from Ms. Anita Latham, ASCMC President highlighting a number of topics including revision of the Constitution and By-Laws, Spring Spirit Week, campus clubs, hiring committee participation, and attendance at the State Senate for California Community Colleges (SSCCC) Spring General Assembly in Sacramento. Board Chair Kinsman requested a schedule of events for Spirit Week.

B. SUPERINTENDENT/PRESIDENT

1) Reports from the Superintendent/President.

Dr. Wagner mentioned the board had asked for an update after the recent disturbing events in Tucson, Arizona. Existing policies and procedures that are in place have been reviewed. He mentioned various efforts that have recently been addressed relative to this topic including Alert U, walkie-talkies that have been purchased for the vice presidents in order that they can communicate when necessary, and pagers that are on order. In addition policies are in place that will help guide faculty members. He recently spoke with a faculty member who knew exactly what to do in the event of an issue and added that he is confident that we are as prepared as we can be for an unpredicted incident.

Dr. Wagner reported that he met with Student Trustee Burt earlier this week regarding Noah's concern about an area for students to gather, due to the cold, when classes end prior to the bus arriving. Dr. Wagner also noted that the smoking area in Phase II needs to be moved.

2) Campus Showcase.

Dr. Wagner introduced Mr. Gregg Chesterman, one of our Counselors who has designed and developed a program regarding on-line orientation at Copper Mountain College as our Campus Showcase. Mr. Chesterman gave a PowerPoint presentation of this program.

C. COPPER MOUNTAIN COLLEGE FOUNDATION

Ms. Cathy Larson, Foundation President, reported that the Foundation will be hosting the bar at the Burchfield Brothers event Friday, February 11, 2011. Wells Fargo will be making a presentation at the Finance Committee Meeting regarding the Bell Trust Fund. Dr. Olson has distributed Greenleaf scholar information to the five area high schools. The Art Auction is scheduled for

Saturday, February 26, 2011 in the Bell Center. A wide variety of very fine art has been collected. The President's Circle Luncheon has been scheduled for March 16 at 11:30 in the Bell Center Community room. Ms. Munsey will be presenting the program. The 27<sup>th</sup> Annual Golf Scramble will be held April 2 at the Desert Winds Golf Course on Base and will include the same celebrity group that came out last year. The Foundation is looking for sponsors for this event.

D. ASSOCIATED STUDENTS, COPPER MOUNTAIN COLLEGE

Student Trustee Burt read a prepared report from ASCMC President Anita Latham.

E. ACADEMIC SENATE

1) Student Showcase.

Dr. Brad Berger, Academic Senate President introduced Mr. Mike Danza who introduced several students as the Student Showcase today. Their projects dealt with several current social issues, including adolescent prescription drug abuse and suicide, and with stopping hatred in teens, and raising awareness about literacy, the American education system, and the effectiveness of teachers.

2) Report from Academic Senate.

Dr. Berger reported that we are three weeks into the semester. Two official senate meetings and two special meetings have taken place to discuss faculty retirements and prioritize. Concern regarding Accounting and CIS positions were mentioned and Dr. Berger indicated that a number of faculty members have volunteered for committees. He added that the faculty is excited about the process. He assured the board that the Academic Senate looked at the Academic Calendar and the full time and part-time job descriptions on the agenda today. Dr. Berger complimented Ms. Riesgo for her efforts. A syllabus template has been approved and will improve the manner in which courses will be presented.

F. CMC FACULTY ASSOCIATION CCA/CTA

Ms. Hopkins mentioned the job descriptions. She complimented Dr. Berger and Ms. Cathy Allen for assisting with this writing. The Faculty Association is pleased to have completed ratification of tentative agreements with over 90% approval. Ms. Hopkins also noted the retirement of Mr. Jim Byrd, adding that the Faculty Association wished him and the other CMC retirees the best.

G. CLASSIFIED SENATE

No report.

H. CSEA

No report.

X. INFORMATION AND DISCUSSION

A. GOVERNING BOARD

1) Information Item – BP 3820 – Gifts.

Dr. Wagner reported that this policy was due for an update and will go through College Council. Trustee Gillick mentioned the former policy that was included in the board packet to be replaced with this new policy. He pointed out the role of the Foundation as an important improvement in this policy. Some discussion was held regarding the policy itself and the manner in which it will move through the approval process.

B. ACADEMIC AFFAIRS

1) Information Item – Academic Affairs Report:

- a) Cancellations and Additions.
- b) Blackboard Data.
- c) Distance Education Withdrawal Study.
- d) "Water in the Desert."
- e) Spring '11 Bookstore Recap.
- f) Old Firehouse Lecture Series.
- g) Other.

Ms. Munsey updated the board on the Blackboard data presented formerly. She mentioned "Water in the Desert," a student art show, and updated the board on census. In addition she reviewed a suggestion made by Ms. Lisa Cutler to accommodate additional students in a combination class.

C. STUDENT SERVICES

1) Information Item – Student Services Report:

- a) Registration.
- b) EOPS (Extended Opportunities, Programs and Services.)
- c) Financial Aid.
- d) Veterans Affairs.
- e) Other.

Mr. Brown mentioned a recent newspaper article and reviewed current registration numbers. Considerable discussion took place regarding quotas and concern for students who wish to take classes and are unable to do so due to full classes and waitlists. Mr. Brown and his staff continue to review

methods to assist students in getting into their classes of choice. Dr. Wagner added that \$190,000 is the amount the college will not receive from the state because we have exceeded our enrollment cap as a service to students.

D. BUSINESS SERVICES

- 1) Information Item – Business Services Report:
  - a) Monthly Financial Report.
  - b) Scholarship and Grants.
  - c) Other.

Ms. Plummer reviewed her report as written. She mentioned that one way to show the increased number of students is that we have given out 1,000 parking permits. This is an increase of approximately 100 over previous semesters. Ms. Plummer also reviewed the budget vs. actual unrestricted budget.

E. FACILITIES

- 1) Information Item – Facilities Report:
  - a) Remodel for Efficiency (RFE).
  - b) Traffic Light.
  - c) Rotary Parking.
  - d) Lighting.
  - e) Temporary Storage Containers.
  - f) Other.

Mr. Cain reported that Classrooms 108-109 are 98% complete. Student Services is 60% complete. He had nothing to report on the traffic light, although we are hopeful it will be completed by the end of the year. Rotary Way will not be posted “No Parking” until April. The lighting is now complete on serpentine walk to the Bell Center. The Student Services parking lot has temporary lighting with a generator for the time being. Mr. Cain hopes he will not need temporary storage containers. Dr. Wagner mentioned the water main break that occurred, due to the pipes freezing, at the time of a couple of major events scheduled to take place in the Bell Center. He complimented Mr. Cain and his staff on their efforts in getting the water turned back on in a timely manner. Trustee Kinsman noted one of the board priorities is to reduce the reserves and she suggested we make our professional public spaces more presentable with the money thus saved.

F. MILITARY, COMMUNITY & ECONOMIC DEVELOPMENT

- 1) Information Item – Military, Community and Economic Development Report:
  - a) Citizens’ Oversight Committee.

- b) Cost Savings.
- c) Campus Safety.
- d) Other.

Dr. Olson mentioned that the Burchfield Brothers arrived just before the board meeting. Tickets are still available for anyone who would like to attend this function. The Citizens' Oversight Committee met a few weeks ago and share Mr. Cain's concern regarding potential delays in construction and possible lack of revenue. Trustee Gillick expressed concern that the board has not been made fully aware of the level of frustration resulting from the construction delays.

G. HUMAN RESOURCES

- 1) Information Item – Human Resources Report:
  - a) Negotiations.
  - b) Los Angeles Job Fair.
  - c) Other.

Ms. Riesgo highlighted the participants of negotiations and noted the lengthy process. She complimented Ms. Cathy Allen, Mr. Bruce Bridenbecker, Mr. Joe DeSantis, Ms. Lisa Hinton, Ms. Carolyn Hopkins, Ms. Cheryl Munsey, Dr. Joe Olson, Ms. Virginia Moore, Ms. Michelle Olney, Mr. Scott Keane and Ms. Tracy Sheehan for their contributions throughout the negotiations process. She further complimented Mr. Bruce Bridenbecker and Mr. Greg Gilbert for participating in the Los Angeles Job Fair. She added her thanks to the numerous faculty and classified staff for agreeing to participate in the hiring process and recruitment process in an effort to bring the best possible candidates to Copper Mountain College.

- XI. CONSIDERATION OF CONSENT AGENDA: Consent Agenda items are routine items of business that are grouped together. The Consent Agenda is designed to be voted upon through one motion that covers all such items collectively. Consent items are identified by the asterisk (\*) appearing next to each such item.

Any Board Member may ask that a Consent Agenda item be pulled off the Consent Agenda for discussion and action as an individual item. Similarly, members of the public may address remarks or questions to one or more individual Consent Agenda items.

Trustee Meyer asked that item Number 7, Job Descriptions in the Human Resources section be pulled from the Consent Agenda and moved approval, with that exception, seconded by Trustee Gillick. Motion carried.

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A. ACADEMIC AFFAIRS

- \* 1) Consent Item – Curriculum – Revised Course Outlines of Record; as proposed by the Curriculum Committee.
  - a) CD-024 – Administration of Programs for Young Children.
  - b) CD-025 – Advanced Administration of Programs for Young Children.
  - c) CD-035 – Practices in Early Childhood Special Education.
  - d) CD -044 – Health, Safety, and Nutrition in Early Childhood.
  - e) STDV-060 – College Success Skills.
  - f) ART-040 – Graphic Design I.
  - g) ART-041 – Graphic Design II.

B. BUSINESS SERVICES

- \* 1) Consent Item – Budget Adjustments.
- \* 2) Consent Item – Board Approved Travel Over 500 Miles or Out of State.
- \* 3) Consent Item – Journal Entries.

C. HUMAN RESOURCES

- \* 1) Consent Item – Payroll #7-11.
- \* 2) Consent Item – Notice of Intent to Continue Employment – Regular Academic Employees.
- \* 3) Consent Item – Temporary Classified Assignment.
- \* 4) Consent Item – Classified Recruitment.
- \* 5) Consent Item – Full Time Tenured Track Faculty Recruitment.
- \* 6) Consent Item – Administrator Recruitment.
- \* 7) Consent Item – Job Descriptions – Second Reading.

Trustee Meyer commented regarding the part-time instructor job description that still contained some edit notes. Some requirements have been removed and they are based on Academic Senate standards, specifically regarding development of a syllabus. Ms. Riesgo assured the board that the items will be removed prior to publication. Trustee Meyer moved approval as amended, seconded by Trustee Gillick. Motion carried.

- \* 8) Consent Item – Student Employees – Spring 2011



XII. ACTION ITEMS

A. GOVERNING BOARD

- 1) Action Item – Resolution No. 11-02 – Expressing Gratitude and Thanks to the Mojave Water Agency.

Dr. Wagner corrected this resolution as it should be No. 11-03 – Trustee Gillick moved approval, seconded by Trustee Ramirez-Dean. Dr. Wagner mentioned that this is in the north side area of Phase III and is one of the nicer areas of the campus. He added that without the Mojave Water Agency this renovation of the Xeriscape Garden would not have been possible. Mojave Water Agency has gone out of its way to help us. Dr. Wagner mentioned he plans to present this resolution personally; however, their board meetings are the same time as ours. Trustee Rogers mentioned Mr. Ventura who has been instrumental in his support of the college for many years. He further commented that Mr. Ventura assisted the college prior to his retirement from Southern California Edison. Roll call vote: Trustee Gillick, aye; Trustee Kinsman, aye; Trustee Meyer, aye; Trustee Ramirez Dean, aye; and Trustee Rogers, yes. Resolution adopted.

B. STUDENT SERVICES

- 1) Action Item – ARCC Report 2010.

Mr. Brown reported that the ARCC Report is an annual occurrence and highlights the board's review of the follow up documentation. Gender, age, race and ethnicity data collection has changed and will be reviewed for the next report. Some discussion was held regarding the peer grouping that is used for identification purposes. Trustee Rogers moved acceptance, seconded by Trustee Gillick. Motion carried.

C. BUSINESS SERVICES

- 1) Action Item – Payment of Warrants.

Trustee Gillick moved approval, seconded by Trustee Meyer. Motion carried.

- 2) Action Item – San Bernardino County Superintendent of Schools, School Claims Division Forms.

Trustee Meyer moved approval, seconded by Trustee Rogers. Motion carried.

- 3) Action Item – Authorized Signature for Bank Accounts – Resolution No. 11-02.

Trustee Meyer moved approval, seconded by Trustee Rogers. Roll call vote: Trustee Gillick, aye; Trustee Kinsman, aye; Trustee Meyer, aye; Trustee Ramirez Dean, yes; and Trustee Rogers, aye. Resolution adopted.

D. FACILITIES

- 1) Action Item – Williams Scotsman Storage Product Lease Agreement.

Trustee Rogers moved approval, seconded by Trustee Meyer. Motion carried.

E. HUMAN RESOURCES

- 1) Action Item – Classified Appointment – Maintenance Worker.

Trustee Rogers moved approval, seconded by Trustee Gillick. Motion carried.

- 2) Action Item – Classified Employee Out of Classification Pay.

Trustee Meyer moved approval, seconded by Trustee Rogers. Motion carried.

- 3) Action Item – CMCFA Tentative Collective Bargaining Agreement.

Trustee Meyer moved approval, seconded by Trustee Rogers. Motion carried.

- 4) Action Item – Faculty Retirement.

Trustee Rogers moved approval, seconded by Trustee Gillick. Motion carried.

XIII. SUGGESTIONS FOR FUTURE AGENDAS

A suggestion was made to have a discussion regarding re-districting as it will affect our district. The next meeting will begin at 1:00 p. m. with a Study Session on Accreditation issues pertaining to the board.

XIV. ADJOURNMENT

The next regularly scheduled meeting of the Board of Trustees is  
March 10, 2011.

At 4:59 p.m. Board Chair Kinsman adjourned the meeting to a Study Session at 1:00 p.m. March 10, 2011.

Persons with disabilities may request a disability related accommodation or modification in order to participate in a Copper Mountain Community College District Board of Trustees' public meeting. To request accommodation or

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modification, please contact the President's Office at (760) 366-3791 x-5441.

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