

Copper Mountain Community College District Board of Trustees Meeting Minutes

REGULAR MEETING OF THE BOARD OF TRUSTEES

DATE: May 12, 2011
TIME: 1:45 p.m. (Closed Session)
3:00 p.m. (Regular Meeting)
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 1:55 p.m.

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

All present.

III. CONFIRMATION OF AGENDA

Trustee Rogers moved approval, 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.
- 2) Evaluation and goal setting: Board of Trustees.

The board went into Closed Session at 2:05 p.m.

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

The board reconvened to Open Session at 3:05 with no action taken.

- VII. APPROVAL OF MINUTES: Special Board Meeting – March 24, 2011. Regular Board Meeting and Study Session – April 14, 2011.

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

- 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.

None.

- IX. REPORTS

A. GOVERNING BOARD

- 1) Reports from the Governing Board.

Trustee Meyer commented that she has a trip scheduled and will have miss the graduation events adding that she is sorry to miss the accomplishments of our students. Trustee Ramirez Dean reported she attended a dinner in Sacramento with Senator Feinstein. She mentioned the Graduate Recognition Ceremony at the Combat Center. Trustee Gillick added it was the best graduation ceremony ever, and Trustee Rogers was impressed with the number of distance learning diplomas.

- 2) Report from the Student Trustee.

Mr. Burt thanked the board for allowing him to sit amongst them as Student Trustee during his term. He mentioned his plans to move at the end of the semester to a school that has extensive computer science and criminal justice programs. He further plans to be involved in student government.

Trustee Meyer asked how best to help the Student Trustee and how the board might help the next Student Trustee. Mr. Burt thought a meeting within the first few weeks would be helpful. He mentioned that the League meeting was very beneficial. The board thanked Mr. Burt for his service.

B. SUPERINTENDENT/PRESIDENT

1) Reports from the Superintendent/President.

Dr. Wagner reported that he attended the Southern California CEO Conference thus enabling the CEOs to commiserate over budget woes together. He added that we are holding our own in what we are providing for our students. Some colleges are not providing summer sessions. Copper Mountain is still one of the highest providers of summer and regular semester length courses.

2) Campus Showcase.

Dr. Wagner gave a presentation on the community survey that will be going out to the community for evaluation. The survey is an on-line instrument that will enable the entire community to let us know how we are doing. It will be our first widely cast net into the community to determine what people think about our community college. Ads will be on the radio and in the newspaper encouraging the community to participate in the survey. Dr. Wagner encouraged word of mouth reminders as well.

Dr. Wagner announced Employees of the Quarter for the first quarter of this year including Mr. Brian Heinemann, manager; Mr. Doug Morrison, faculty member; and Ms. Garnet Goodwin, classified staff member.

C. COPPER MOUNTAIN COLLEGE FOUNDATION

Ms. Cathy Larson announced that the Foundation is doing better than ever. The Foundation has a cohesive and strong board and she added that she is proud to represent the Foundation. Greenleaf Scholarship applications have been turned in and the committee will interview May 19. We received 13 applications this year which is down slightly from last year. There are four students that will be interviewed. The ceremony is scheduled May 24 at 5:30 p.m. in Bruce's Coyote Kitchen. The Line of Credit with BNY Mellon has been taken care of and is on track. The annual board meeting and installation of officers will be Wednesday June 29 at 6:00 p.m. at the Roadhouse Café. The price is \$45 per person for dinner.

D. ASSOCIATED STUDENTS, COPPER MOUNTAIN COLLEGE

Mr. Burt reported that the students chose within the past month the faculty speaker for graduation. There were a lot of votes across the board and Mr. Joe DeSantis was chosen as this year's faculty speaker. The elections are over and the results will be tabulated tomorrow. Constitution and by-laws will have to go to the board next year. ASCMC is in the process of their first reading.

Ms. Anita Latham recapped for the year as this would be her last report as president. She planned to send out information regarding swearing in of officers on May 20. ASCMC continues improving relations. Ms. Latham felt this was their best accomplishment. She came in overwhelmed and is very proud of leaving behind what student government can and should be. They are continuing efforts to serve students. Some shuffling may occur for next year. She ran unopposed for student trustee and may be sitting on the board. ASCMC is making an effort to become involved with the region. This took student advocacy here to the next level. It is exciting to know we can be part of something bigger. Hands Across California was an example of that. They made great strides in students working on committees and worked hard on building a relationship with clubs on the campus. Results from election should be available soon. They are proud of student government having elections on time and following election code. A draft copy of the constitution and by-laws has been sent out to the senators. It will be going through the shared governance process. A great deal of work took place on this document. Ms. Latham thanked the board for their support and help as well as this opportunity to serve. Student Trustee Burt announced that Ms. Latham has been nominated for the region president and has also received an internship with Paul Cook in Sacramento during the summer.

E. ACADEMIC SENATE

1) Student Showcase.

Mr. Brad Berger introduced Ms. Melynie Schiel who introduced today's student showcase from the vocational side of the house. The students are in Ms. Schiel's Introduction to Business class offered every semester. They embody the diversity of our students: Ms. Leandra Lee and Ms. Angela Trent. Ms. Lee and Ms. Trent gave a presentation on their business plan regarding Americana Home Cooking.

Mr. Berger reported that the Academic Senate is winding down for the semester and we are about to lose some of our beloved faculty and we will miss them. He added that we are losing a lot of experience, but we will receive a number of new faculty members. He thanked the board for sending him to the accreditation institute in March noting that it was very interesting and he learned a great deal. The Academic Senate approved revision to the senate constitution and supplied various hiring committee volunteers. Senate officer elections are underway including a replacement for the Foundation faculty representative. All positions for senate offices are uncontested. Graduation breakfast will be extra special this year with John White retiring. We will be taking the food to the Bell Center for that breakfast. Thanks to the Academic Integrity Committee, the concept and

framework for an Honor Council have been approved. Many thanks to Heather Ramsey who unfortunately is leaving at the end of this semester. Resource center in the Bell Center is proving to be very helpful. Demonstrations by Ms. Ramsey will take place in June. The Senate has realigned the divisions to include Career Technical Education (CTE).

Trustee Gillick complimented the hard work of the curriculum committee as shown in the consent item today.

2) Report from Academic Senate.

F. CMC FACULTY ASSOCIATION CCA/CTA

Ms. Hopkins mentioned Mike Danza and Rose Resurreccion who work very hard on curriculum also. The Faculty Association met with the district over part-time office hours and came to an agreement. As in the past they are willing to meet with the district to mitigate any negative impact to students. All officers are running uncontested. Steve Parkin has agreed to run for Greg Gilbert's position. The district was notified yesterday of the need for re-openers by June 30; however, they do not plan to have any with new vice president coming on board and budget issues. Retiring faculty have been colleagues for many years they have really done incredible work. Ms. Hopkins listed each retiring faculty member, including John White, Cheyenne Bonnell, Pat Dutkiewicz, Doug Morrison, Rick Penaflor, and Greg Gilbert and added a number of contributions that each individual has made over the years.

G. CLASSIFIED SENATE

Ms. Jolie Alpin reported that the Bowl-a-thon was huge success that raised in excess of \$1,900. The Classified Senate will be presenting several scholarships with those resources. She thanked everyone who participated or sponsored teams. 2010 employees of the quarter will be presented at the classified leadership institute in June. Ms. Yanez received a scholarship award that will be presented in June. New officers will be announced at the May meeting.

H. CSEA

No report.

X. INFORMATION AND DISCUSSION

A. GOVERNING BOARD

1) Information Item – 360° Evaluation.

Trustee Ramirez Dean gave her opinion on the survey as very positive. She commended faculty and staff for their work on what the future holds for the board and administration, noting that we are doing the right things and working toward our future together. She commended faculty, staff and administration for doing a good job. Trustee Gillick echoed that sentiment and thanked those who responded. Trustee Meyer added her appreciation to those that participated and noted we are moving in the right direction with Dr. Wagner as president. Trustee Rogers mentioned it is very important to put this information out so that everyone can see it. Board Chair Kinsman commented that it may seem a bit defensive, but the board learned some things also. She suggested that when the board sets goals, they should be put on the website. A comment was made regarding critical needs of CMC. If one were to read the board's first goal, student success is first goal of everyone here at the college. Unless you come to a board meeting, you may not be aware that students are the focus.

B. ACADEMIC AFFAIRS

- 1) Information Item – Academic Affairs Report:
 - a) Region 9 Unfunded FTES Data.
 - b) Next Step: Council on Undergraduate Research (CUR).
 - c) Division Chair Realignment.
 - d) Other.

Ms. Munsey reported regarding unfunded FTES and reviewed those figures as shown in her report. She added that we stand behind student success and try to offer as many classes as we possibly can. Ms. Munsey reviewed Transfer Model Curriculum and mentioned automotive instructor, Paul Friedt who is working hard on his area. Full-time evaluations are complete and there are eight to go for part-time. Everyone has been very busy with interviews and evaluations and we are going to have some great new faculty. Perkins federal money was explained for career technical education (CTE) – formerly partnered with Barstow due to enrollment below the requirements. Our number has doubled and we will now complete this on our own.

C. STUDENT SERVICES

- 1) Information Item – Student Services Report:
 - a) Registration.
 - b) Graduation.
 - c) Other.

Mr. Brown reported that we are going through the registration process serving students in a better way, adding that we will continue to review and improve. He discussed registration statistics for summer and fall to date.

D. BUSINESS SERVICES

- 1) Information Item – Business Services Report:
 - a) Monthly Financial Report.
 - b) Revenue Adjustments.
 - c) Expenditure Adjustments.
 - d) Other.

Ms. Plummer reviewed the information provided in her report. She highlighted current expenditures and adjustments, adding that the deficit has grown due to retirement payouts.

E. FACILITIES

- 1) Information Item – Facilities Report:
 - a) Remodel for Efficiency (RFE).
 - b) Wind Turbine.
 - c) Demonstration Garden.
 - d) AWAC.
 - e) New Furniture.
 - f) Other.

Mr. Cain reviewed his report as presented and mentioned that work is progressing nicely. Furniture will be moved out of 221 next week. The wind turbine is up and running. Student Services is moving along and the Phase III demonstration garden signage is under consideration and will be worked on throughout the campus. We are working with Joshua Basin Water District and Stone Imaging for this purpose. Mojave Water Agency has given agencies a stipend to promote water awareness within their agencies. New outdoor furniture has been received and seating areas throughout the campus are coming along nicely. Dr. Wagner commented that the landscaping throughout the campus is thanks to Mr. Dan Cain.

F. HUMAN RESOURCES

- 1) Information Item – Human Resources Report:
 - a) Recruitment.
 - b) Skype.
 - c) Human Resources and Payroll Training.
 - d) Open Enrollment/Health and Wellness Fair.
 - e) Retirement and Recognition Celebration.
 - f) Paperless Option.
 - g) Other.

Ms. Riesgo highlighted several items in her report. She mentioned that Human Resources really appreciates all of the participation in the massive recruitment process, adding that Tracy Sheehan deserves recognition for her considerable organization and effort during this process. Skype was used for several interviews. She is conducting research to see if other organizations utilize this type of alternative for personal interviews as it is a cost savings to the district and the applicants. Open enrollment for health and welfare will be underway and a Health Fair is scheduled for employees on Tuesday, May 17, 2011. The district will be switching medical plans to VEBA and everyone needs to complete new medical enrollment forms. The health fair will be focusing on wellness. Ms. Riesgo reminded everyone of the Recognition and Retirement Celebration, to be held on May 26 at 10:30 a.m. in the cafeteria, for those employees who will be retiring or completing years of service. Ms. Jeanne Parks notified employees of the option to go green for access to pay check stubs.

XI. CONSIDERATION OF CONSENT AGENDA:

A. ACADEMIC AFFAIRS

- * 1) Consent Item – Curriculum – Revised Program – Communication.
- * 2) Consent Item – Revised Program – Automotive Technology.
- * 3) Consent Item – Revised Program – Social Science.
- * 4) Consent Item – Revised Course Outlines of Record; as proposed by the Curriculum Committee.
 - a) Math 001A – Calculus.
 - b) Math 040 – Intermediate Algebra.
 - c) Math 050 – Elementary Algebra.
 - d) Math 057 – Pre-Algebra.
 - e) Soc 001 – Introduction to Sociology.
 - f) Soc 002 – Social Problems.
 - g) Soc 003 – Fundamentals of Statistics.
 - h) Soc 004 – Sociological Analysis and Critical Thinking.
 - i) Soc 010 – Introduction to Marriage and Family.
 - j) Soc 014 – Introduction to Race and Ethnicity.
- * 5) Consent Item – Curriculum – Revised Program – Environmental Science.

B. BUSINESS SERVICES

- * 1) Consent Item – Budget Adjustments.

- * 2) Consent Item – Journal Entries.

C. HUMAN RESOURCES

- * 1) Consent Item – Payroll #10-11.

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

XII. ACTION ITEMS

A. GOVERNING BOARD

- 1) Action Item - Summer Board Meeting Schedule.

Because the board is required to adopt a budget by the end of its fiscal year (June 30) and because holding that meeting late in June permits access to the best available information, the Board considered moving the June meeting to late June. Trustee Meyer moved that the June meeting be held on June 23 and that the July meeting be canceled to avoid unnecessary staff work and to permit quick return to the normal meeting schedule. The motion was seconded by Trustee Gillick and carried.

- 2) Action Item – Authorize a refund to the VN Students for the NCLEX Review and Test.

Board Chair Kinsman complimented VN Student Mr. Sam Millard on his effort regarding this item and his presentation to the board. Trustee Gillick moved approval, seconded by Trustee Meyer. Trustee Gillick also complimented Mr. Millard for his considerable work regarding this matter. He added his compliments to Dr. Wagner who checked into this concern and presented the item to the board because it was the right thing to do. Motion carried.

B. STUDENT SERVICES

- 1) Action Item – Board Policy 4220 – Standards of Scholarship.

Mr. Brown reviewed this item and indicated that there are a number of board policies that are really administrative procedures. In addition some of them need to be shifted to the academic area. Trustee Gillick moved approval, seconded by Trustee Rogers. Motion carried.

C. BUSINESS SERVICES

- 1) Action Item – Payment of Warrants.

Trustee Gillick asked about the line of credit with Pacific Western Bank. Ms. Plummer explained that there was a financing fee for one day due to receipt of Pell. Several questions and answers were discussed. Trustee Meyer moved approval, seconded by Trustee Rogers. Motion carried

- 2) Action Item – Inland-Desert Tech Prep Consortium – Non-Competitive Allocation Agreement.

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

- 3) Action Item Resolution #11-10 – Authorize Temporary Borrowing of Funds from Copper Mountain College Foundation.

Trustee Gillick moved approval, seconded by Trustee Rogers. Trustee Gillick asked if this is 6% per annum. Ms. Plummer replied that this will be simple interest for the length of time the resources are borrowed. Dr. Wagner clarified that we are not borrowing against the trust. The Foundation has acquired a line of credit for this purpose to be used only if necessary. Ms. Larson further clarified the line of credit. Trustee Gillick moved approval, second by Trustee Rogers. Roll call vote: Trustee Gillick, yes; Trustee Kinsman, aye; Trustee Meyer, aye; Trustee Ramirez Dean, aye; and Trustee Rogers, aye. Resolution adopted.

D. FACILITIES

- 1) Action Item – Notice of Substantial Completion – Wind Turbine – Chevron Energy Solutions Company, a Division of Chevron U.S.A.

Trustee Meyer moved approval, seconded by Trustee Gillick. Trustee Rogers asked if this is producing as anticipated. Mr. Cain answered that it is actually producing more. Motion carried.

- 2) Action Item – Notice of Completion – Energy Conservation Plan – Chevron Energy Solutions Company, a Division of Chevron U.S.A.

Trustee Meyer moved approval, seconded by Trustee Gillick. Trustee Gillick asked about the comment in the president's evaluation that we paid more than we had to for solar. Mr. Cain clarified that this included a number of things that would not have been included with any other plan. Trustee Ramirez Dean recommended some type of information regarding these items be made available to the community to ensure transparency. Motion carried.

E. HUMAN RESOURCES

- 1) Action Item – Resolution #11-09 Classified School Employees Week.

Trustee Gillick moved approval; Trustee Ramirez Dean commended the classified employees as they always do more than expected. She added

compliments to Student Services for smooth registration. This motion was seconded by Trustee Meyer. Trustee Gillick, aye; Trustee Kinsman, aye; Trustee Meyer, aye; Trustee Ramirez Dean, aye; and Trustee Rogers, yes. Resolution adopted.

2) Action Item – Short Term Classified Assignment.
Trustee Gillick moved approval, seconded by Trustee Meyer. Motion carried.

3) Action Item – Faculty Retirements.
Trustee Rogers moved approval with regrets, seconded by Trustee Gillick. Trustee Ramirez Dean commented that all of these faculty members she has worked with and they did their very best for the students. She added that we are losing a good group of faculty members that made this college what it is. Motion carried.

4) Action Item – Supervisor Contract Renewal.
Trustee Meyer moved approval, seconded by Trustee Rogers. The board complimented Ms. Riesgo for the job she is doing. Motion carried.

The board offered their best wishes to Student Trustee Burt.

XIII. SUGGESTIONS FOR FUTURE AGENDAS

2:00 – June 23 – Accreditation Study Session.

XIV. ADJOURNMENT

5:09 p.m.

The next regularly scheduled meeting of the Board of Trustees is
June 23, 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 modification, please contact the President's Office at (760) 366-3791 x-5441.

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