Copper Mountain Community College District Board of Trustees Meeting Minutes

REGULAR MEETING OF THE BOARD OF TRUSTEES

DATE:

December 11, 2008

TIME:

3:30 P.M.

LOCATION: CLASSROOM 11, PHASE I

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 President Fultz called the meeting to order at 3:30 p.m. and led the Pledge of Allegiance.

H. ROLL CALL: TRUSTEES FULTZ, GILLICK, KINSMAN, MEYER, ROGERS, AND STUDENT TRUSTEE BARGER

Student Trustee Barger was absent.

CONFIRMATION OF AGENDA

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

IV. APPROVAL OF MINUTES: Regular Board Meeting - November 13, 2008 Special Board Meeting – November 18, 2008 Trustee Kinsman moved approval of both sets of minutes, seconded by Trustee Gillick. Motion

carried.

V. 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.

VI. **DISSOLVE THE 2008 SLATE OF OFFICERS**

Trustee Gillick moved dissolution of the 2008 slate of officers, seconded by Trustee Kinsman. Prior to the recess Dr. Roger Wagner made several comments and presented Mr. Fultz with a small token of appreciation for his dedicated service on the board of trustees. In addition Trustee Kinsman presented Mr. Fultz with a token of the board's appreciation. Trustee Kinsman noted Mr. Fultz's dedication to the board and thanked him for his hard work and service throughout the years. Mr. Fultz thanked everyone present and added that he has enjoyed his time on the board. Trustee Meyer added that Mr. Fultz's commitment to education has been a tremendous asset to the college for these nine years. Trustee Gillick added that he will truly be missed. He epitomized the highest standards here and on the water board, on which Trustee Gillick served with Mr. Fultz formerly. Trustee Rogers added his thanks to Mr. Fultz also. Ms. Slayton added her thanks on behalf of the Foundation as he has served very well as the board representative to that group as well.

VII. BOARD RECESS

The board recessed at approximately 3:36 p.m.

VIII. CALL TO ORDER

Board Secretary Roger Wagner called the meeting back to order at 3:47 p.m.

IX. OATH OF OFFICE

Dr. Wagner administered the Oath of Office to Mr. Owen Gillick, Dr. Rita Ramirez Dean, and Mr. Dick Rogers. Dr. Ramirez Dean thanked the community for their support during her recent election

X. ORGANIZATION FOR 2009

A. ELECTION OF OFFICERS

1) President

Trustee Rogers nominated Trustee Meyer for President, seconded by Trustee Gillick. Motion carried by acclamation. Dr. Wagner relinquished the chair to Board President Meyer.

2) Vice-President

Trustee Kinsman nominated Trustee Gillick, seconded by Trustee Rogers. Motion carried.

3) Clerk

Trustee Gillick nominated Trustee Kinsman, seconded by Trustee Rogers. Motion carried.

I. OATH OF OFFICE – SWEARING IN NEW OFFICERS

Dr. Roger Wagner administered the Oath of Office to the new officers for 2009.

XII. APPOINTMENTS OF POSITIONS

A) Secretary

Board President Meyer appointed Dr. Roger Wagner as Secretary to the Board of Trustees.

B) Representative to County Committee on School District Organization

Board President Meyer appointed Trustee Rogers who declined and Trustee Ramirez Dean offered to accept this position and was appointed.

C) Board of Trustees' Liaison to Foundation Board of Directors Board President Meyer appointed Trustee Gillick as the Liaison to the Foundation Board of Directors.

XIII. SCHEDULE OF MEETINGS

Trustee Rogers moved approval of the Schedule of Meetings that was presented in the board packet, seconded by Trustee Gillick. Motion carried.

XIV. REPORTS

A) GOVERNING BOARD

1) Reports from the Governing Board.

Trustee Ramirez Dean expressed her appreciation for the many opportunities that she has received here at the college. She added that she was very happy about her recent successful election and expressed her appreciation. She added that she was asked to apply for the superintendent's position of the Rialto Unified School District.

Trustee Kinsman reported she attended the League Conference in Anaheim. She noted there were many good sessions and it was a good opportunity for networking.

Trustee Gillick affirmed it was an excellent conference with sessions on the Brown Act, Open textbooks, the Affinity Magazine, and the K-16 Bridge Program. He brought information to share with the other board members. Trustee Gillick mentioned Ms. Margaret Roberts, a former college employee, who has published a book of poetry with the proceeds to help military dependents. It is a lovely, well written book, available on Amazon. He mentioned that Ms. Roberts will be coming out in April or May.

Board President Meyer thanked all of the community college family that responded to the president's survey. She mentioned that the board will be initiating his first performance review and thanked the group for their comments. Board President Meyer attended a session on Generational Diversity at the conference and brought back information. The Basics of Accreditation and the Bridge Program were other sessions that she attended. Board President gave her regrets as she will be out of town for the EMT ceremony and offered her best wishes to everyone during that event as well as the holiday party.

2) Reports from the Student Trustee.

None.

B) SUPERINTENDENT/PRESIDENT

Dr. Wagner noted that the holiday party is on December 20 and invited everyone to attend. Upon return from break will be an all staff day on January 8, and Dr. Wagner encouraged attendance as well. He mentioned that a joint meeting with foundation is being scheduled with a possible date of January 29, 2008. He also requested Climate Surveys be returned by the deadline.

1) Campus Showcase

Dr. Wagner requested Ms. Julie Thixton present our campus showcase today. Ms. Thixton made a presentation regarding emergency preparedness and planning. She highlighted the ALERTU notification system and thanked Ms. Laura Hall for her considerable effort regarding this program. She reviewed the Disaster Guide that is presently available throughout the campus.

C) COPPER MOUNTAIN COLLEGE FOUNDATION

Ms. Syndee Slayton reported on behalf of the Foundation and welcomed Dr. Rita Ramirez Dean. She reported that the Foundation has more than doubled the list for the annual campaign and the contacts are invaluable. The Foundation is preparing to change over to a newer non-profit financial accounting standard. She offered congratulations to Mr. Gilbert for his hard work on the cultural events committee. Some details regarding the golf tournament were reviewed and it was noted that April 5 is the date scheduled for that event. The Art Auction will be February 28 at the Helen Gray Center and they are working with Ms. Hall to leverage marketing resources efforts as well as the 25th Anniversary celebration. Looking forward to the joint board meeting, a Foundation retreat, and follow up joint meeting that will be scheduled in the next several months.

D) <u>ASSOCIATED STUDENTS, COPPER MOUNTAIN COLLEGE</u>
Ms. Tami Montgomery, ASCMC President reported there was a full government this year. Four senator openings will be available next year. Six new clubs have been added. Fall festival was successful, and the students won the volleyball game! She thanked the college organizations for their support and help during the ASCMC activities. Board Forum, computers, The Voice, Angel Tree in Bruce's are examples of activities that have been sponsored by ASCMC. Next semester goals are fundraising, by-law changes, CMC Days Participation, and Spring Fling.

E) ACADEMIC SENATE

Ms. Cheryl Munsey, Academic Senate President mentioned that we have worked closely with Chris Piercy on our Bridge Program and noted that we are using the Bridge model for a program for military families. She welcomed Dr. Ramirez Dean to the board. The minimum qualification audit has been completed and letters will be going out. Placing courses in disciplines is another project that follows. Program reviews are due on December 15 and they are being turned in to the appropriate individuals. Flex Day is January 9 and part of Flex has been set aside for a presentation by the bookstore. Ms. Munsey introduced Ms. Cathy Itnyre who presented Ms. Carissa Boyce, her student showcase for today. Ms. Boyce has devoted herself to special projects, completed the paid call academy, the EMT program, and went to Louisiana after the hurricane. Ms. Boyce reviewed her experiences during these special projects. Ms. Munsey introduced Ms. Jackie Hanselman, who introduced one of her students, Mr. Austin Cambon, who recently participated in the World Chess Championship in Las Vegas, Nevada. Mr. Cambon described his experience there.

F) CMC FACULTY ASSOCIATION CCA/CTA

Ms. Hopkins congratulated Dr. Ramirez Dean on her successful election and welcomed her back. She noted the tentative agreements on today's agenda. They have been ratified by the association, and added that she hopes the board will approve them. She thanked Ms. Bilger, Dr.

Olson, and Ms. Candace Bandouian as they were very cordial during the negotiations process. Thanks to Ms. Bilger and Dr. Wagner for their work on the Holiday Party.

G) CLASSIFIED SENATE

Ms. Cecilia Simpson. Classified Senate President reported that the Senate did not meet this month; however, they did meet with Dr. Wagner and Ms. Gast. The Classified Senate keeps moving forward in the interests of shared governance. She thanked the Foundation, Dr. Wagner, and Ms. Bilger for their work on the holiday party.

H) CSEA

Ms. Gast welcomed Trustee Ramirez Dean and mentioned she is also looking forward to the very affordable holiday party. She noted the bargaining unit agreed to assist in keeping the cost down. She reported that negotiations are a bit slow, but they are making good progress and it is a good process. There are a few potential discipline grievances that they are in the process of resolving. There have been great meetings in terms of employee relations. Yearly elections will be in December. A mostly new board will be introduced to the board in January. Ms. Gast mentioned that she will not be running for personal reasons and thanked the board for their help and support during her presidency.

Ms. Cecilia Simpson distributed materials regarding a classified staff member award and requested that individuals consider nominating someone.

XV. INFORMATION AND DISCUSSION

A) SUPERINTENDENT/PRESIDENT

1) <u>Information Item</u> – Marketing and Community Relations Update. Dr. Wagner called the board's attention to the update included with the board packet. Trustee Gillick reported that he heard Mr. Brown's radio program following the 7:10 a.m. news. Some concern was expressed regarding the 25th anniversary seal, and the board requested that it be revised.

B) ACADEMIC AFFAIRS

Information Item – Academic Affairs Report.
 Dr. McGinness mentioned the semester is almost complete and called the board's attention to his written report.

C) STUDENT SERVICES

1) <u>Information Item</u> – Student Services Report.

Mr. Brown mentioned registration is underway, TEP Dinner was very successful, and called the board's attention to his written report.

D) BUSINESS SERVICES

1) <u>Information Item</u> – Business Office Report.

Dr. Olson mentioned that he and Mr. Cain have been in several meetings this week including a meeting regarding a traffic signal at Rotary Way that will cost \$400,000. Cost sharing plans are under consideration. We were successful in proceeding with the Bell Center without the traffic signal at this time. Trustee Gillick expressed his surprise at placing the signal at Rotary Way rather than Brulte Way. Dr. Olson clarified that Brulte Way was the location; however, it would have gone through mitigation property if it were placed on that proposed spot; therefore, we are considering moving it. Trustee Gillick expressed concern regarding the college's ability to sustain The Bell Center. It was determined that this topic will be discussed at a later time. Trustee Gillick also asked about the Art Endowment line item that has been placed into the budget. Some discussion was held regarding the possibility of changing our mitigation property to a local area.

- 2) <u>Information Item</u> Reports and Information
 - a) Facilities Usage for November 2008.
 - b) Library Meeting Room Calendar for December 2008.
- 3) <u>Information Item</u> The Bell Center's Preliminary Construction Schedule.
- 4) <u>Information Item</u> Draft of Proposition 39, General Obligation Bond Measure C Performance Audit.
- 5) <u>Information Item</u> Financial Audit Report for Fiscal Year 2007-2008.

E) HUMAN RESOURCES

- 1) <u>Information Item</u> Human Resources Office Report. Ms. Bilger called the board's attention to her written report.
 - XVI. <u>CONSIDERATION OF CONSENT AGENDA</u>: 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.

Dr. Olson noted one correction for Business Communication #6. Rather than building materials, it should be changed to relocatables. Dr. Olson also noted a travel item that had been received and was materials not previously seen. The board requested this item be brought back in January. Trustee Gillick moved approval with the wording change, seconded by Trustee Kinsman. Motion carried.

- A) BUSINESS SERVICES
- * 1) <u>Consent Item</u> Payroll #5-09.

- * 2) Consent Item Payment of Warrants.
- * 3) Consent Item Budget Adjustments None.
- * 4) <u>Consent Item</u> Budget Transfers.
- * 5) Consent Item Journal Entries None.
- * 6) <u>Consent Item</u> Ratify Contracts and Agreements
 - a) Disaster Relief Facility Usage Copper Mountain Head Start
 - b) Materials Testing and Special Inspection Services Heider Engineering Services, Inc.
 - c) Service Agreement Vangent, Inc.
 - d) Onsite Training Services Blackboard.
 - e) Surveying Nolte Associates, Inc.
- * 7) <u>Consent Item</u> Board Approved Travel Over 500 Miles or Out of State None.

B) HUMAN RESOURCES

- * 1) <u>Consent Item</u> Second Reading of Revised Classified Job Description.
- * 2) <u>Consent Item</u> Reimbursement for Professional Growth for Classified Employee.
- * 3) <u>Consent Item</u> Classified Temporary Additional Hours/Change in Hours
- * 4) <u>Consent Item</u> Substitute/Short-Term Assignment CA Education Code 88003.
- * 5) <u>Consent Item</u> Student Employees Fall 2008.

XVII. ACTION ITEMS

A) <u>HUMAN RESOURCES</u>

1) <u>Action Item</u> – Management Recruitment Trustee Rogers moved approval, seconded by Trustee Gillick. Motion carried.

- 2) <u>Action Item</u> CMCFA Tentative Agreements. Trustee Kinsman moved approval, seconded by Trustee Gillick. Motion carried.
- 3) <u>Action Item</u> Full-Time Faculty Recruitment. Trustee Rogers moved approval, seconded by Trustee Kinsman. Motion carried.
- 4) Action Item Classified Recruitment.

 Trustee Kinsman moved approval, seconded by Trustee Gillick. Motion carried. Dr. Wagner mentioned that we have had some discussion regarding the process of replacing and recruiting employees. He suggested that in the interest of time and efficiency, the board consider the possibility of allowing the district to change the policy for recruiting when a position is billeted that would enable advertising and recruitment earlier.

XVIII. CLOSED SESSION

- A) Pursuant to Government Code Section 54956.95:
 - 1) Liability claims #05-880-0519
 Claimant: Byrd
 Agency claimed against: Copper Mountain CCD
 - 2) Liability claims #04-880-1032 Claimant: Cosby

Agency claimed against: Copper Mountain CCD

- B) Pursuant to Government Code Section 54957: Employee Discipline/dismissal/release one (1) case
- C) Pursuant to Government Code Section 54957.6 and 3549.1: Conference with Labor Negotiator District representative: Bonnie Bilger Employee Organization: CSEA Chapter 800
- D) Pursuant to Government Code Section 54957.6 and 3549.1: Conference with Labor Negotiator District representative: Bonnie Bilger Employee Organization: CMCFA/CCA/CTA/NEA
- E) Pursuant to Government Code Section 54957: Evaluation of employee: Superintendent/President

Board President Meyer recommended we table this item to the next board meeting.

XIX. SUGGESTIONS FOR FUTURE AGENDAS

XX. ADJOURNMENT

Adjourn to the Regular Board Meeting scheduled at 3:30 p.m., January 15, 2009 at Copper Mountain College in Classroom 11, Phase I.

The board meeting adjourned at 6:32 p.m.

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.

kc botmm 12-11-08

Dates to Remember

December

December 1st- Returning and Continuing Student Registration

December 5th- TEP Awards Ceremony

December 8th - New Student Registration

December 12th - Yucca Valley High School Students on campus

December 18th - EMT Recognition Ceremony

December 24-January 4- Winter Holiday College Closed