MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
OF THE
COLLEGE OF THE SEQUOIAS COMMUNITY COLLEGE DISTRICT

Monday, June 11, 2007

Hanford City Council Training Room
City Hall
319 North Douty Street, Hanford, CA

Board of Trustees
Lori Cardoza, Earl Mann, Sue Shannon, Greg Sherman, John A. Zumwalt, Johana Avila, Student Trustee
Bill Scroggins, Superintendent/President

MEMBERS PRESENT: Trustees Lori Cardoza, Earl Mann, Sue Shannon, Greg Sherman, and John Zumwalt

MEMBERS ABSENT: Student Trustee Johana Avila

COS STAFF PRESENT: Bill Scroggins, Rod Frese, Frances Gusman, Dale Norton, Brent Calvin, Cindy DeLain, Larry Dutto, Linda Fontanilla, William Garcia, Kristin Hollabaugh, Tim Hollabaugh, Don Mast, Eric Mittlestead, and Steve Renton

4:00 P.M. - Hanford City Hall Training Room

I. CALL TO ORDER

President Zumwalt called the meeting to order at 4 pm.

II. PUBLIC COMMENT

There were no comments and the meeting was adjourned into closed session.

III. RECESS TO CLOSED SESSION

(The Board will report on any reportable action/s taken during Closed Session.)

1. Interview candidate for the position of Vice President, Academic Services

5:00 P.M. - RECONVENE TO OPEN SESSION

IV. CLOSED SESSION PUBLIC REPORTS

President Zumwalt reconvened the meeting at 5:03 pm. He reported that the Board had met in closed session at 4 pm and did reach a reportable conclusion, they have appointed Dr. Ronald Johnson as the next Vice President, Academic Services. Mr. Zumwalt led the Pledge of Allegiance.

Public Comment

• Public Comments Concerning Items On the Agenda - There were no Comments.
• Public Comments Concerning Items Not on the Agenda - There were no Comments.
V. **HANFORD GENERAL OBLIGATION BOND/MEASURE C**

1. Update on Citizens Oversight Committee

Superintendent/President Bill Scroggins reported that the initial meeting of Citizens’ Oversight Committee would be held tomorrow evening, June 12, at 5:30 pm at the COS Hanford Center. The agenda has been posted. The primary objective of the first meeting will be an orientation of the task and bylaws of the committee by Bond Counsel David Casnocha.

Dr. Scroggins recognized Jan Woodall, who has been selected as the new Director of Nursing after serving on the faculty since 1981. Mrs. Woodall thanked everyone for the opportunity and commented that she was very excited.

VI. **BOARD AND EXECUTIVE STAFF REPORTS** (NON-DISCUSSION ITEMS)

a. **STUDENT TRUSTEE REPORT**

There was no report.

b. **BOARD MEMBERS REPORTS**

There were no reports.

c. **COS FOUNDATION REPORT**

Kristin Hollabaugh, Executive Director of the COS Foundation asked everyone to mark their calendars for Saturday, October 6 for **The Mane Event** fundraiser and Saturday, May 3, 2008 for the **Hall of Fame**. She also reported that the Investment Committee is meeting with representatives of the Common Fund to review the investment strategies of that fund. Mrs. Hollabaugh advised that the new Grant Writer is scheduled to begin work the following Monday.

d. **SUPERINTENDENT/PRESIDENT’S REPORT**

Recognition of Dale Norton, Interim Vice President, Academic Services

Dr. Scroggins thanked Dale Norton for his insight, advice and honesty on the challenges facing the college since his arrival at COS. President Zumwalt presented Dale with a plaque from the Board and thanked him for his honesty, courage and integrity. Dale thanked the Board for the opportunities that were given to him following his employment at the college.

VII. **REPORTS**

e. **COSTA PRESIDENT’S REPORT/UPDATE** - There was no report.

f. **COSAFA PRESIDENT’S REPORT/UPDATE** - There was no report.

VIII. **CONSENT CALENDAR**

Trustee Sherman moved to approve the Consent Calendar; Trustee Cardoza seconded the motion; motion carried.

1. **MINUTES OF PREVIOUS MEETING: May 14, 2007**

2. **PERSONNEL REPORT - 2006-07 – 12**
3. **GRANT APPLICATION:**
The following grant has been submitted for consideration:

<table>
<thead>
<tr>
<th>Title of Grant #1</th>
<th>Nursing Faculty Recruitment and Retention Program</th>
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</thead>
<tbody>
<tr>
<td>COS Contact</td>
<td>Cindy DeLain, Dean, Allied Health &amp; Physical Education</td>
</tr>
<tr>
<td>Granting Agency</td>
<td>California Community College's Chancellor's Office</td>
</tr>
<tr>
<td>Amount Requested</td>
<td>$261,040 (funding for the first year of a four-year grant)</td>
</tr>
<tr>
<td>Performance Period</td>
<td>May 14, 2007 through August 31, 2011</td>
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4. **SERVICE AGREEMENT BETWEEN COS AND HIGHER ONE, INC.**

Approval of an agreement with Higher One, Inc. to assist in establishing and implementing a debit card system to improve the efficiency of disbursing financial aid to eligible students.

5. **FINANCIAL AID CONSORTIUM AGREEMENT WITH WEST HILLS COMMUNITY COLLEGE DISTRICT**

Approval of a consortium agreement with West Hills Community College District to allow students attending both College of the Sequoias and West Hills CCD to receive full benefits for financial aid awards they have received.

6. **ELIGIBLE TRAINING PROVIDER CONTRACT BETWEEN COS AND TULARE COUNTY WORKFORCE INVESTMENT BOARD, INC.**

Approval of agreement with the Tulare County Workforce Investment Board to allow qualifying students to attend the COS Workforce Investment Act (WIA) program.

7. **SENATE BILL 70 CAREER EXPLORATION FOR 7TH AND 8TH GRADERS**

Approval of agreement with the Tulare County Superintendent of Schools to provide planning serves to assist COS students with Career Exploration Development for 7th and 8th graders.

8. **EXTENSION OF LEASE: TULARE COUNTY ORGANIZATION FOR VOCATIONAL EDUCATION (TCOVE) LEASE**

Approval of agreement with the Tulare County Organization for Vocational Education (TCOVE) for additional space for new career education classrooms.

9. **MEMORANDUM OF UNDERSTANDING BETWEEN COS AND AIROSA DAIRY**

Approval of Memorandum of Understanding (MOU) between College of the Sequoias and Airosa Dairy for the management of COS dairy and animals. This MOU will be effective through June 30, 2009.

10. **ATTORNEY SERVICES FOR THE DISTRICT**

Approval of Agreement for Professional Services for the firm of DeGoede, Dunne and Martin, a Professional Law Corporation for the period July 1, 2007 through June 30, 2010.

11. **2006-2007 WORKING BUDGET APPROVAL (JULY 1, 2006 TO MAY 31, 2007)**

Due to new grants, programs and budget changes between account codes, the working budget increases and decreases by major account codes. The Tulare County Office of Education has requested Board approval when these changes occur to the college's budget.

12. **PAYMENT OF BILLS** *(Information)*

Payment of the District's financial obligations.
IX. PUBLIC HEARING

A PUBLIC HEARING WILL BE HELD ON THE FOLLOWING INITIAL EMPLOYEE COLLECTIVE BARGAINING PROPOSALS

President Zumwalt opened the Public Hearing on the initial collective bargaining proposals on the California School Employees Association, Chapter 408’s Initial Proposal to the District and the District’s Initial Proposal to the California School Employees Association, Chapter 408. There were no comments and the Public Hearing was closed.

President Zumwalt announced that at this time he was turning the gavel over to Vice President Cardoza who had met with Superintendent/President Scroggins to review the draft agenda prior to the meeting.

X. ACTION ITEMS

13. PROGRAM REVIEW FINAL REPORTS

Trustee Shannon moved that the Board of Trustees accept the final Program Review reports from the following six programs/areas: Industry and Technology Division, Bookstore/Food Services, Campus Police, Health Center, Human Resource Services, and the Social Science Division; Trustee Sherman seconded the motion; motion carried.

14. CURRICULUM: NEW, MODIFIED, DELETED

Trustee Zumwalt moved that the Board of Trustees approve the list of course additions, modifications and deletions to the college’s curriculum; Trustee Sherman seconded the motion; motion carried.

New courses: Child 299–Facilitator Training for Parenting Educational Success (1 unit), Child 399–Parenting for Educational Success (.5 unit), Electronics 160AC–Survey of Electronics (3 units), and Information Technology 112AC–Computer Multimedia Concepts (4 units).

15. FIVE-YEAR CONSTRUCTION PLAN

Trustee Sherman moved that the Board of Trustees authorize the 2007 submission of the 2009-2013 Five Year Construction Plan and authorize the District to submit a Final Project Proposal (FPP) for the Tulare Center Phase II, the Vocational Education Building Project; Trustee Shannon seconded the motion; motion carried.

16. 2007-2008 TENTATIVE BUDGET

Following a review of the Tentative Budget, Trustee Shannon moved that the Board of Trustees approve the 2007-08 Tentative Summary of Budgets for all funds requiring a budget and grant expenditure authority commencing July 1, 2007; Trustee Mann seconded the motion; motion carried.

17. EMPLOYMENT CONTRACT

Superintendent/President Bill Scroggins recommended that the Board offer an employment contract to Dr. Ron Johnson for the position of Vice President, Academic Services. Trustee Sherman moved to approve the employment contract; Trustee Shannon seconded the motion; motion carried.

XI. INFORMATION ITEM AND DISCUSSION ITEMS
XII. CONTINUATION OF MEETING

At 6:06 pm Trustee Zumwalt moved to continue the meeting at 6:30 pm in joint session with the Hanford City Council and Hanford Jt. Union High School Board of Trustees; Trustee Shannon seconded the motion; motion carried.

At 6:30 pm, the meeting continued with a Special Joint Meeting with the Hanford City Council and the Hanford Joint Union High School Board of Trustees

XIII. CALL TO ORDER, PLEDGE OF ALLEGIANCE, WELCOME, AND INTRODUCTIONS

Hanford Mayor Joaquin Gonzales welcomed everyone to the joint meeting and asked for self introductions.

Hanford City Council Members Present:
Council Members Ayers, Buford, Gonzales, Chin, and Thomas

Hanford City Staff Present:
City Manager Misenheimer, Deputy City Manager Lindsey, City Engineer John Doyle, and City Attorney Bob Dowd

Hanford Jt. Union High School Board Present:
Trustees Benavides, Draxler, Hill, Todd

HJUHSD Board Absent:
Trustee Perez

HJUHSD Staff Present:
Superintendent William Fishbough and Assistant Superintendent Cheryl Silva

COS Board Members Present:
Trustees Cardoza, Mann, Shannon, Sherman, and Zumwalt

COS Staff Present
Superintendent/President Bill Scroggins, Vice Presidents Dale Norton and Rod Frese

XIV. STATUS REPORTS ON THE FOLLOWING PROJECTS

A. LEASE AGREEMENT FOR VOCATIONAL TECHNICAL BUILDING

Approval of Lease Agreement between the City of Hanford and College of the Sequoias Community College District

Hanford City Attorney Bob Dowd provided a copy of the lease agreement along with the details of the document. He then asked for the Hanford City Council to take action on this agreement.

Hanford City Engineer John Doyle explained that the City of Hanford and COS staff had met and worked out all details.

Motion was made by Council Member Buford, seconded by Council Member Thomas to approve the Lease Agreement for the Vocational Technical Building as presented. Motion carried by the following vote:

Ayes: Council Members Buford, Thomas, Ayers, Chin, Gonzales
No: None
Abstain: None
Absent: None
Motion was made by Trustee Mann, seconded by Trustee Shannon to approve the Lease Agreement for the Vocational Technical Building as presented. Motion carried by the following vote:

- Ayes: Mann, Shannon, Zumwalt, Cardoza, Sherman
- No: None
- Abstain: None
- Absent: None

B. Vocational Center Update
   - Color Palate
   - Lease

John Doyle provided an update on the vocational center. Bids have been solicited and the anticipated cost is at $6.1 million. He provided a breakdown of which entity will pay for what. He then presented a proposed color board for the vocational center of exterior and interior. This project is anticipated to start next month with completion in one year.

Update on Amendment #5 to Joint Tenant in Common Agreement (JTICA)

John Doyle explained this amendment approved the distribution of costs to construct the drainage basin across Centennial Drive and the Last Chance Ditch Company agreement for this use agreement.

C. Update on Softball Complex Construction

John Doyle provided the update on the softball complex. This project is nearing completion and hopefully by the end of June it will be complete. The plan is not to allow use of the facility until next season which will in turn provide adequate growth of the grass. The cost is $5.5 million with $80,000 in cost overruns, mainly in electrical and telephone.

D. Demolition of Walnut Orchard and Structure

John Doyle explained that currently there is a farm house and orchard located on the property that needs to be removed. Suggestions have been received to allow salvaging of the trees and house in exchange for the work. That is what is hoped will be done.

City Manager Gary Misenheimer advised that a proposal could be solicited to remove the trees at no charge. He then requested the boards/council preferences.

John Zumwalt indicated that he would like to see the city authorized to seek proposals for removal.

It was the consensus of all boards for staff to prepare contracts for the orchard and house removal.

E. Infrastructure Improvement Project
   - Water, sewer, storm
   - Development of Amendment #6 to JTICA

John Doyle reported that all parties had agreed to come up with one project to complete all infrastructure for the entire site to make it more cost efficient. Blair, Church and Flynn have prepared a contract for necessary underground infrastructure for all parties. Once bids are received Amendment #6 will be prepared so that all boards can approve the cost sharing of the work to be done. These bids will be back on June 21 and the work will be done concurrently with the vocational center.
F. Discussion of the Agriculture Lab

Hanford High School District Superintendent Bill Fishbough reported that there has been some discussion with the high school agriculture department about creating an Ag farm and a location for that farm site. They recently learned that a CTE grant could possibly fund a portion of a high school farm. One of the criteria to receive funding from the CTE grant is that it needs to be located on a comprehensive site. All of the high school’s current comprehensive sites are land-locked. For that reason, they started looking at the joint use site. Fishbough said he has asked Ag staff to present the current Ag program located on HHS and what the addition of a new Ag farm could bring to an Ag program.

Nick Deftereos, Hanford High School Ag Teacher, reported that Hanford High School offers one of the largest Ag programs in the state. The program offers in-classroom technology, an FFA program, and a supervised Ag experience program. They need an area where students can do some true hands-on learning. They also need resources available for students who don’t have their own area to carry on the true Ag experience. One of the ways to meet those needs is through the construction of an Ag learning lab. After looking at other Ag learning labs, they believe they need 15-20 acres. This would house classrooms, OH facilities, animal facilities and seasonal crops. They believe the joint-use site would be a great location for this facility.

John Zumwalt advised we really need to look at how use of the additional land would impact the joint use and we need to talk some more.

Fishbough commented that he wanted to get a feel from the boards to see if they agree there is enough reason to explore this possibility. We would like to bring back some information of what something may look like in the future if that is the direction the joint use partners are willing to go.

Superintendent Scroggins commented that in order for COS to become an authorized state center and receive state funding, it must be located on at least 120 acres.

Superintendent Fishbough said the high school district will keep all joint use partners informed.

The parties all agreed that it would be beneficial to bring back more information.

G. Update on the HJUHSD Third High School Project

Assistant Superintendent Cheryl Silva updated the group that plans for the third high school are currently at DSA and the project is basically on time. It is anticipated to receive those plans back by the end of August and the architect will start the revisions. The project is expected to go to bid in January with the anticipated opening of school in the fall of 2009. Phase one is being designed for 900 students at a construction cost of $45 million. When the site is fully built out, it will house 1,700 students.

XV. COMMENTS FROM THE PUBLIC

There were no comments.

XVI. ITEMS FROM MEMBERS

Gary Misenheimer reported that the Hanford city fire and police departments were able to secure homeland security grants funds from which the city purchased a hazmat security vehicle. Tomorrow the staff will provide a demonstration of this new equipment in an exercise.

Bill Scroggins acknowledged and thanked retiring Vice President Dale Norton for his service to the college and community.
XVII. ADJOURNMENT

The meeting was adjourned at 7:47 pm.

Respectfully submitted,

7/9/07
Date

s/Earl Mann
Earl Mann, Clerk