AGENDA

3:30 PM – President’s Conference Room

I CALL TO ORDER

II PUBLIC COMMENT
(Per Board Policy 2350, any person may address the Board at this time either on an agenda item or other matters of interest to the public that are within the subject matter jurisdiction of the Board. A maximum of 5 minutes is allowed for each speaker, with a maximum time of 15 minutes per item unless otherwise extended by the Board.)

• Public Comments Concerning Items On the Closed Session Agenda

III RECESS TO CLOSED SESSION
(The board will report on any reportable action/s taken during Closed Session.)

1. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (GC §54956.9(a))
   Name of Case: TCSC #249736

2. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (GC §54956.9(a))
   Name of Case: TCSC #247890

3. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION (GC §54956.9(c))
   Initiation of Litigation pursuant to: 1 case

4. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE (GC §54957)
   Number of Positions: 1
   Resolution No. 2014-04

5. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
   Title: Superintendent/President – Mid-Year Review (GC §54957)

6. NEGOTIATIONS (GC §54957)
   a. College of the Sequoias Teachers Association (COSTA)
      Chief Negotiator: Stan Carrizosa
   b. College of the Sequoias Adjunct Faculty Association (COSAFA)
      Chief Negotiator: Stan Carrizosa
   c. California School Employees Association, Chapter 408 (CSEA)
      Chief Negotiator: Stan Carrizosa

5:00 PM – Board Room

IV RECONVENE TO OPEN SESSION
• Closed Session Reportable Actions
• Pledge of Allegiance

V PUBLIC COMMENT
(Per Board Policy 2350, any person may address the Board at this time either on an agenda item or other matters of interest to the public that are within the subject matter jurisdiction of the Board. A maximum of
5 minutes is allowed for each speaker, with a maximum time of 15 minutes per item unless otherwise extended by the Board.)

- Public Comments Concerning Items On Agenda
- Public Comments Concerning Items Not on the Agenda

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

a. STUDENT TRUSTEE REPORT
   Diana Garcia
b. BOARD MEMBER REPORTS

c. FOUNDATION REPORT
   Mr. Foster
d. ACCREDITATION REPORT
   Dr. La Serna
e. SUPERINTENDENT/PRESIDENT’S REPORT
   1. Introduction of new Division Chair, Student Services: Meng Vang
   Mr. Carrizosa

VII REPORTS

a. ACADEMIC SENATE PRESIDENT’S REPORT/ UPDATE
   Dr. Trimble
b. COSTA PRESIDENT’S REPORT/UPDATE
   Ms. Greer
c. CSEA PRESIDENT’S REPORT/UPDATE
   Mr. LaMar
d. COSAFA PRESIDENT’S/UPDATE
   Mr. Nikkel

VIII INFORMATION

1 ABOVE BASE RESOURCE ALLOCATIONS 2013-14
   The Budget Committee received twenty-seven (27) Above-Base Resource Allocation Requests for the 2013-14 cycle prioritized by the four service areas (Academic Services, Student Services, Administrative Services, and the President’s office). Twenty (20) of the requests were approved for funding from the Above-Base resource allocation process.

2 STUDENT ACCOUNTS RECEIVABLE
   Administration will present information regarding the history and accounting of the student accounts receivable balances.

3 ADMINISTRATIVE PROCEDURE – REVISED
   The following administrative procedure was reviewed and approved by Senior Management, District Governance Senate, and Academic Senate.
   - AP 1200 - Mission

   Mr. Carrizosa

IX CONSENT CALENDAR

All items listed on the Consent Calendar are considered routine and will be enacted by one motion. An item may be removed from the Consent Calendar at the request of any member of the Board of Trustees or any person in the audience and considered as a separate agenda item.

4 MINUTES OF THE PREVIOUS MEETING:
   - February 10, 2014 – Regular Meeting
   - February 24, 2014 – Joint Meeting with Hanford City Council and Hanford Joint Union High School District

5 PERSONNEL REPORT 09-2013-2014

6 PAYMENT OF BILLS
   Payment of the District’s financial obligations.
7 2013-2014 WORKING BUDGET APPROVAL (July 1, 2013 to February 18, 2013)

8 ACCEPTANCE OF IN-KIND PROPERTY
The City of Hanford has a 1990 Westates Class A Pumper, Cummins Diesel 250 Horsepower, Allison 640 Automatic Transmission fire engine which is being taken out of service by the City and is available for donation to College of the Sequoias.

9 ADDENDUM TO CONTRACT WITH BARNES & NOBLE COLLEGE BOOKSELLERS, INC. FOR COS BOOKSTORE
It is recommended that the Board of Trustees approve the addendum to the current contract with Barnes and Noble College Booksellers, Inc.

10 APPROVAL OF APPOINTMENT OF MEMBER OF THE CITIZEN'S MEASURE J BOND OVERSIGHT COMMITTEE (Tulare Bond)
It is recommended the Board of Trustees appoint the members, as listed, for the term listed.

X ACTION

11 NOTICE OF INTENT TO ELIMINATE A FULL-TIME CLASSIFIED ADMINISTRATOR POSITION DUE TO LACK OF FUNDS OR WORK AND TO PLACE THE AFFECTED CLASSIFIED ADMINISTRATOR IN A PREVIOUSLY HELD CLASSIFIED POSITION (Resolution No. 2014-03)
It is recommended the Board of Trustees adopt Resolution 2014-03 by roll call vote authorizing the layoff of the Dean of Fiscal Services. Additionally, it is recommended the position of Categorical Accounting Officer be reinstated for which the Dean of Fiscal Services shall have job rights.

12 PUBLIC HEARING ON THE DISTRICT AND COSAFA’S REOPENER COLLECTIVE BARGAINING PROPOSALS
It is recommended the Board of Trustees conduct a public hearing to provide members of the public an opportunity to address the Board with comments and/or concerns regarding the District’s and COSAFA’s reopener collective bargaining proposals that were sunshined at the February 10, 2014 Board Meeting.

13 PRESENTATION OF DISTRICT AND CSEA REOPENER BARGAINING PROPOSALS
It is recommended the Board of Trustees acknowledge receipt of both the Districts and CSEA’s Reopener Bargaining Proposals and their intent to reopen negotiations on salary, benefits and one article. It is also recommended that the Board announce the availability of these re-opener bargaining proposal in the Human Resources Office for public review. It is further recommended that the Board announce a public hearing on the District’s and CSEA’s reopener bargaining proposal to be scheduled at the April 7, 2014 Board of Trustees meeting.

14 COS BOARD PRIORITIES 2014
It is recommended that the Board of Trustees approve the updated and ongoing Board Priorities for 2014 as established at the Annual Planning Retreat of January 25, 2014.

15 ACADEMIC CALENDARS FOR 2015-16 AND 2016-17
The Calendar Task Force, comprised of representatives from Academic Services, Student Services, Academic Senate, and the three bargaining units per Administrative Procedure 4010, met during the fall 2013 semester and developed the academic calendars for 2015-16 and 2016-17.

16 CURRICULUM: NEW, MODIFIED, DELETED
Approval of curriculum as required by Title 5.
XI  ADJOURNMENT

In compliance with the American Disabilities Act, if you need special assistance to participate in meetings call (559) 730-3745 48-hours in advance of the meeting. For Deaf and Hard of Hearing - call videophone at (559) 302-9976 48-hours in advance of the scheduled meeting time to request interpreter services. All reasonable efforts will be made to accommodate those with disabilities. Any writings or documents that are public records and are provided to a majority of the governing board regarding an open session item on this agenda will be made available for public inspection in the District Office located at 915 S. Mooney Blvd., Visalia, CA 93277 during normal business hours. In addition, such writings and documents may be posted on the District’s web site at www.cos.edu.
I. CALL TO ORDER
President Cardoza called the meeting to order at 3:40 pm.

II. PUBLIC COMMENT
Trustee Sherman excused himself from the meeting due to a personal conflict with closed session agenda item #4 which was to be addressed during public comment. Dianna Fauvor addressed the board concerning her recent release from her contract as Director of Financial Aid.

III. RECESS TO CLOSED SESSION – PRESIDENT’S CONFERENCE ROOM

1. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (GC §54956.9(a))
   Name of Case: TCSC #249736

2. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (GC §54956.9(a))
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   Initiation of Litigation pursuant to: 1 case

4. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE (GC §54957)
   Number of Positions: 1
   Resolution No. 2014-04

5. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
6. NEGOTIATIONS (GC §54957)
   a. College of the Sequoias Teachers Association (COSTA)
      Chief Negotiator: Stan Carrizosa
   b. College of the Sequoias Adjunct Faculty Association (COSAFA)
      Chief Negotiator: Stan Carrizosa
   c. California School Employees Association, Chapter 408 (CSEA)
      Chief Negotiator: Stan Carrizosa

IV. RECONVENE TO OPEN SESSION
President Cardoza reconvened the meeting into open session at 5:05 pm.
• Closed Session Reportable Actions: Superintendent Carrizosa recommended to the
  Board of Trustees that the Director of Financial Aid be released from her
  appointment as an educational administrator effective at the end of the business day
  on June 30, 2014. The board had a roll call vote on this recommendation and the
  results were:
  AYES: Mann, Nunes, Zumwalt, Cardoza
  NOES: Sherman
  • Pledge of Allegiance: Student Trustee Garcia led the Pledge of Allegiance.

V. PUBLIC COMMENT
Public Comments Concerning Items ON the Agenda: none
Public Comments Concerning Items NOT on the Agenda: none

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

a. STUDENT TRUSTEE REPORT
Garcia reported the following:
   • Student Senate recently hosted Club Rush and Club Social.
   • Lobby Day in Sacramento – Student Activities & Affairs office took a full bus
     of COS students to participate.
   • Student mentoring continues in the Student Senate class providing a better
     environment in the classroom.
   • Student Senate voted to include a mandatory transit fee increase on the May
     ballot. The transit fee is required by TCAG and will increase the student
     transit fee by an additional $5. Student Senate will promote the benefits of
     voting for an increase in the transit fee.
   • Water conservation information booths will be set up on campus.
   • Student Senate President Fidel Madrigal, Student Trustee Diana Garcia, and
     Commissioner of Records Abbi Gregory will attend the National Student
     Advocacy Conference in Washington D.C. in March.

b. BOARD MEMBER REPORTS
Trustee Zumwalt reported that the joint meeting with Hanford City Council and
Hanford Joint Union High School District went very well – the meeting was
informative and interesting. He talked about the positive partnership between the
three entities. President Cardoza agreed with Trustee Zumwalt.
Trustee Zumwalt also announced his attendance at the Monterey Peninsula College Athletic Hall of Fame in which Academic Senate Thea Trimble was inducted. The board congratulated Dr. Trimble.

c. FOUNDATION REPORT
Mr. Foster reported the following:
- 100 summer session scholarships of $200 will be awarded in April. 227 applications have been received thus far.
- The COS Foundation will host California Scholastic Federation (CSF) Awards Luncheons in Hanford and Tulare in coordination with the high school districts.
- The COS Foundation, COS Theater Department, and Tulare County Film Commission worked together to provide a screening venue for “Lost on Purpose”. The film was written and directed by COS alumni and filmed in Tulare and Kings Counties. The showing was well-attended and generated $500 in donations for the COS Theater Department.
- New Athletics Program support banner on display at athletic events.
- Thanked City of Hanford for help with providing a bus shelter for COS Hanford students.
- Upcoming dates:
  - CSF Hanford – April 30, 12pm @ Hanford Civic Auditorium
  - President’s Cup Golf Tournament – May 2, 10am @ Visalia Country Club
  - CSF Tulare – May 7, 12pm, location TBD
  - Scholarship Awards Night – May 8, 7pm @ COS Theater
  - Beast Feast – May 17, 5:30pm @ Tulare College Center

d. ACCREDITATION REPORT
Vice President La Serna reported that she and Superintendent Carrizosa have been in contact with Dr. Beno of the ACCJC to be sure COS is on track with its follow-up report due in October. The good news is that reporting requirements for this report are much less detailed. The Accreditation Team continues to meet regularly to prepare the next report.

Superintendent Carrizosa talked about his recent participation on the ACCJC Visiting Team for Cerritos College. He appreciated the great experience to participate in peer-guided assessment. Dr. Trimble briefly talked about her recent participation as chair for an ACCJC site visit to Norco College.

Trustee Zumwalt talked about new accreditation laws and new bills which seem to favor San Francisco City College. He suggested to Superintendent Carrizosa that he may want to support the accreditation process along with Frank Gornick, West Hills CCD Chancellor.

e. SUPERINTENDENT/PRESIDENT’S REPORT
Superintendent Carrizosa recommended that a sub-committee of the Board of Trustees meet to review nomination packets for the California Community College Trustee board and cast votes. President Cardoza, Trustee Mann, and Superintendent Carrizosa will comprise the sub-committee.
Vice President Calvin presented new Student Services Division Chair Meng Vang who will begin his term in fall 2014. Mr. Vang provided a brief history of himself and talked about the goals of the Student Services division which will align with the Student Success Act.

VII. REPORTS

a. ACADEMIC SENATE PRESIDENT’S REPORT/UPDATE
   No report.

b. COSTA PRESIDENT’S REPORT/UPDATE
   No report.

c. CSEA PRESIDENT’S REPORT/UPDATE
   Mr. LaMar reported that the *A Midsummer Night's Dream* performance went well at the Kennedy Center Festival in Los Angeles. One student progressed to semi-finals and another student won a $500 gift certificate. The production of *The Mystery of Edwin Drood* opens March 10.
   CSEA looks forwards to opening negotiations with the District.

d. COSAFA PRESIDENT’S REPORT/UPDATE
   No report.

VIII. INFORMATION ITEMS AND DISCUSSION ITEMS

1. ABOVE BASE RESOURCE ALLOCATIONS 2013-14
   Superintendent Carrizosa presented the Budget Committee’s rankings for the Above-Base Resource Allocation Requests for the 2013-14 which were prioritized by the four service areas (Academic Services, Student Services, Administrative Services, and the President’s office). 20 of 27 requests were approved for funding. He also explained the process of Above-Base funding. Mr. Carrizosa thanked the committee for their excellent work implementing the new structures and procedures as prescribed in the Resource Allocation Manual.

   Mr. Carrizosa further explained that the COS Foundation created a similar process. Those that were not approved to receive above-base funding were given the opportunity to submit a request through the Foundation process. Rankings for the Foundation Allocation Requests will be announced soon.

2. STUDENT ACCOUNTS RECEIVABLE
   Vice President Statton presented a PowerPoint which provided an in-depth look at bad debts (now contra-revenue) in student accounts receivable. Ms. Statton explained that new Administrative Procedure 5055 (2012) gives the college greater authority collecting on student debt which is helping to reduce the amount of student debt in the last couple of years. Trustee Zumwalt offered that COS’ reputation is on the line and that the District should use collection agencies as means as a means to collect on student debt. Much discussion followed on the topic of student debt and the use of collection agencies. Academic Senate Dr. Trimble recommended the issue be presented to District Governance Senate and Academic Senate for
feedback. President Cardoza suggested that Ms. Statton also present this issue to Student Senate.

3. ADMINISTRATIVE PROCEDURE – REVISED
   The following administrative procedure was reviewed and approved by Senior Management, District Governance Senate, and Academic Senate.
   • AP 1200 – Mission
   Superintendent Carrizosa presented the changes to the AP which aligns with the District’s new planning manuals. Trustee Zumwalt expressed concern for the language “until an agreement is achieved” in the third paragraph as it creates the potential for filibustering. He recommended giving final authority to the superintendent/president.

IX. CONSENT CALENDAR
   Items on the Consent Calendar are considered routine and are enacted by one motion.

   Trustee Sherman moved to approve the Consent Calendar as presented. Trustee Nunes seconded. **Ayes: All.** Motion carried unanimously.

4. MINUTES OF THE PREVIOUS MEETING:
   • February 10, 2014 – Regular Meeting
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5. PERSONNEL REPORT 09-2013-2014

6. PAYMENT OF BILLS
   Payment of the District’s financial obligations.

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8. ACCEPTANCE OF IN-KIND PROPERTY
   The City of Hanford has a 1990 Westates Class A Pumper, Cummins Diesel 250 Horsepower, Allison 640 Automatic Transmission fire engine which is being taken out of service by the City and is available for donation to College of the Sequoias.

9. ADDENDUM TO CONTRACT WITH BARNES & NOBLE COLLEGE BOOKSELLERS, INC. FOR COS BOOKSTORE
   It is recommended that the Board of Trustees approve the addendum to the current contract with Barnes and Noble College Booksellers, Inc.

10. APPROVAL OF APPOINTMENT OF MEMBER OF THE CITIZEN’S MEASURE J BOND OVERSIGHT COMMITTEE (Tulare Bond)
    It is recommended the Board of Trustees appoint the members, as listed, for the term listed.

X. ACTION

11. NOTICE OF INTENT TO ELIMINATE A FULL-TIME CLASSIFIED ADMINISTRATOR POSITION DUE TO LACK OF FUNDS OR WORK AND TO
PLACE THE AFFECTED CLASSIFIED ADMINISTRATOR IN A PREVIOUSLY HELD CLASSIFIED POSITION (Resolution No. 2014-03)
Dean Bratsch presented the resolution and reminded the board of the re-organization of Administrative Services in 2010. Because of budget constraints the Vice President of Administrative Services position was left vacant and the Categorical Accounting Officer was reclassified as the Dean of Fiscal Services. The District now has a Vice President of Administrative Services and recommends eliminating the dean’s position and reinstating the Categorical Accounting Officer position.

Trustee Zumwalt moved to approve Resolution No. 2014-03 as presented; Trustee Mann seconded. Motion carried by the following roll call vote:

AYES: Zumwalt, Mann, Nunes, Sherman, Cardoza
NOES: 
ABSTAIN: 

12. PUBLIC HEARING ON THE DISTRICT AND COSAFA’S REOPENER COLLECTIVE BARGAINING PROPOSALS
President Cardoza opened a public hearing at 6:23 p.m. to provide members of the public an opportunity to address the Board with comments and/or concerns regarding the District’s and COSAFA’s reopener collective bargaining proposals that were sunshined at the February 10, 2014 Board Meeting. No comments were made. President Cardoza closed the public hearing at 6:23 p.m.

13. PRESENTATION OF DISTRICT AND CSEA REOPENER BARGAINING PROPOSALS
Dean Bratsch recommended that the Board of Trustees acknowledge receipt of both the District’s and CSEA’s reopener bargaining proposals and their intent to reopen negotiations on salary, benefits and one article. It is also recommended that the Board announce the availability of these re-opener bargaining proposals in the Human Resources Office for public review. It is further recommended that the Board announce a public hearing on the District’s and CSEA’s reopener bargaining proposals to be scheduled at the April 7, 2014 Board of Trustees meeting.

Trustee Zumwalt moved to accept receipt of both the District’s and CSEA’s reopener bargaining proposals; Trustee Sherman seconded. Ayes: All. Motion carried unanimously.

14. COS BOARD PRIORITIES 2014 – Second Reading
Superintendent Carrizosa presented a second reading of the updated and ongoing Board Priorities for 2014 which were established at the Board Annual Planning retreat on January, 25, 2014. President Cardoza remarked that good changes were made to the priorities and is pleased to have 11 strong and achievable priorities.

Trustee Mann moved to approve the COS Board Priorities for 2014 as presented; Trustee Nunes seconded. Ayes: All. Motion carried unanimously.
15. ACADEMIC CALENDARS FOR 2015-16 AND 2016-17
Vice President La Serna presented the Calendar Task Force's recommendations for the 2015-16 and 2016-17 academic calendars. She informed the board that academic calendars are approved on a two-year cycle and holiday observances are scheduled according to the Chancellor's Office direction. Dr. La Serna further explained the required instructional days for each day of the week. She then explained the history of observing Veterans Day on the Monday or Friday of that week. The Calendar Task Force is presenting two options for the 2015-16 Academic Calendar – one which observes Veterans Day on the actual day and one observing Veterans Day on the Monday of that week. Discussion followed concerning the observance of Veterans Day. Superintendent Carrizosa and the board expressed their belief that Veterans Day should be observed on the actual holiday, just as the state and federal government. Furthermore, Trustee Zumwalt expressed that all holidays observed by COS should align with state and federal government.

Trustee Zumwalt moved to approve the Academic Calendars 2015-16 (option to observe Veterans Day on November 11) and 2016-17, Trustee Mann seconded. **Ayes: All. Motion carried unanimously.**

16. CURRICULUM: NEW, MODIFIED, DELETED
Vice President La Serna presented new, modified, and deleted curriculum as required by Title 5.

Trustee Sherman moved to approve Curriculum: New, Modified, Deleted as presented; Trustee Nunes seconded. **Ayes: All. Motion carried unanimously.**

XI. ADJOURNMENT:
President Cardoza adjourned open session at 6:48 pm.

Respectfully Submitted,

[Signature]

Date: April 7, 2014