A G E N D A

4:00 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: #254662

2. LIABILITY CLAIMS (GC §54956.95)
   Claimant: COS ID# @00309255
   Agency claimed against: College of the Sequoias

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

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

5. 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-DISCUSSTION ITEMS)

a. STUDENT TRUSTEE REPORT
   - Summer Recess
b. BOARD MEMBER REPORTS
c. FOUNDATION REPORT
   - Mr. Foster
d. ACCREDITATION REPORT
   - Dr. La Serna
e. SUPERINTENDENT/PRESIDENT’S REPORT
   - Mr. Carrizosa
   - Introduction of New Manager: Jorge Zegarra, Director of Business, Industry & Community Services
   - COS 2014 Graduation Ceremony Debrief

VII REPORTS

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

VIII INFORMATION

1. 2013-14 ANNUAL REPORT ON THE STRATEGIC PLAN
   - District will present the annual report which concentrates on the eight (8) institutional objectives which were previously reviewed and approved by the Board of Trustees.

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.

2. MINUTES OF THE PREVIOUS MEETING:
   - May 12, 2014 – Regular Meeting
   - May 28, 2014 – Study Session

3. PERSONNEL REPORT 12-2013-2014

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

5. 2013-2014 WORKING BUDGET APPROVAL (July 1, 2013 to May 20, 2014)

6. RENEWAL OF WEAPONS FIRING RANGE LICENSE AGREEMENT BETWEEN COLLEGE OF THE SEQUOIAS PUBLIC SAFETY TRAINING DEPARTMENT AND VISALIA POLICE ASSOCIATION

7. RENEWAL OF CONTRACT BETWEEN THE VISALIA POLICE ASSOCIATION AND THE COLLEGE OF THE SEQUOIAS TULARE-KINGS COUNTIES BASIC POLICE ACADEMY FOR USE OF THE WEAPONS FIRING RANGE
X  **ACTION**

8.  **BOARD POLICY – 2nd Reading**  
   - BP 6301 – Cash Control and Fundraising Procedures for Student Senate  
     *(new policy)*  
     
8.  **BOARD POLICY – 2nd Reading**  
   - BP 6301 – Cash Control and Fundraising Procedures for Student Senate  
     *(new policy)*  
   Mr. Carrizosa

9.  **CURRICULUM: NEW, MODIFIED, DELETED**  
   Approval of curriculum as required by Title 5.  
   Dr. La Serna

10. **INTER-FUND DISTRICT LOAN (Resolution No. 2014-8)**  
    The General Fund requires additional cash to meet payroll and operating expenses. Occasionally there are cash flow shortages between funds and monies are needed to pay expenses.  
    Roll Call Vote  
    Ms. Statton

    The creation of the Education Protection Account (EPA) contains an accountability component. Local agencies have the sole authority to determine how the funds are spent as required by Article XIII, Section 36 of the California Constitution.  
    Roll Call Vote  
    Ms. Statton

12. **RESOLUTION FOR RENEWAL OF MUNICIPAL LEASE WITH VALLEY BUSINESS BANK (Resolution No. 2014-7)**  
    A resolution of the Board is necessary to approve a municipal lease for the cash flow for Sequoias Community College District business operations.  
    Roll Call Vote  
    Ms. Statton

    The Tentative Budgets are presented annually before July 1 for expenditure authority commencing July 1, 2014.  
    Ms. Statton

14. **SOLAR FIELD PROJECT – AUTHORIZATION OF RFP**  
    It is recommended that the Board of Trustees authorize issuance of a Solar Request for Proposal and the related one or two $20,000 CSI applications.  
    Ms. Statton

15. **CHANGE ORDER: L.E.D. RETROFIT FOR SITE LIGHTING (Proposition 39)**  
    During the construction of the L.E.D. Retrofit for Site Lighting project, there was an occasion whereby changes were necessary in order to add amenities to the project as per District request. This change in scope of work was previously approved by the District’s representative, the Contractor and the Electrical Engineer.  
    Mr. Mittlestead

16. **2016-2020 FIVE-YEAR CONSTRUCTION PLAN**  
    The governing board of each community college district is required to prepare and submit to the Board of Governors of the California Community Colleges a plan for capital construction for a five-year period commencing with the next proposed year of funding (2016-2017). The plan is due on July 1, 2014.  
    Mr. Mittlestead

17. **APPROVAL OF REASSIGNMENT OF A CLASSIFIED ADMINISTRATOR INTO A NEW ADMINISTRATIVE POSITION AND JOB DESCRIPTION**  
    The Board of Trustees must approve all new job reassignments and corresponding job descriptions.  
    Mr. Bratsch

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](http://www.cos.edu).
MEMBERS PRESENT: Lori Cardoza, Kenneth Nunes, Greg Sherman, John A. Zumwalt

MEMBERS ABSENT: Earl Mann

COS STAFF PRESENT: Stan Carrizosa, Brent Calvin, Jennifer Vega La Serna, Christine Statton, John Bratsch, Tim Foster, Eric Mittlestead, Linda McCauley, Bob Masterson, Kevin McCusker, Kristin Hollabaugh, Louann Waldner, Mehmet Ozturk, Karen Roberts

I. CALL TO ORDER
President Cardoza called the meeting to order at 4:00 pm.

II. PUBLIC COMMENT

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

1. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (GC §54956.9(a))
Name of Case: #254662

2. LIABILITY CLAIMS (GC §54956.95)
   Claimant: COS ID# @00309255
   Agency claimed against: College of the Sequoias

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

5. NEGOTIATIONS (GC §54957)
   College of the Sequoias Teachers Association (COSTA)
   Chief Negotiator: Stan Carrizosa
   College of the Sequoias Adjunct Faculty Association (COSAFA)
   Chief Negotiator: Stan Carrizosa
   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 5:15 pm.

- Closed Session Reportable Actions:
  1. The Board of Trustees moved to approve a proposed partial settlement agreement of $15,015 for case number 254662 between the Guarantee Company of North America and College of Sequoias in regards to an insulation work project completed at the Tulare College Center on a motion made by Trustee Sherman and a second by Trustee Nunes. Motion carried unanimously, absent Trustee Mann.
  2. The Board of Trustees moved to approve a rejection of a COS student liability claim, ID # 00309255, against the College of the Sequoias on a motion made by Trustee Zumwalt and a second by Trustee Sherman. Motion carried unanimously, absent Trustee Mann.

- Pledge of Allegiance: President Cardoza 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
   None

b. BOARD MEMBER REPORTS
   Trustee Nunes reported on his attendance at the COS Foundation Regatta.

c. FOUNDATION REPORT
   Tim Foster reported the following:
   1. Alternate scholarship designation procedure is in place. When awarded students do not enroll, the scholarship is then awarded to the next eligible student.
   2. The resurfacing of the tennis courts has begun and is being funded through the Foundation Allocation process. This is the largest Foundation Allocation awarded. Other awards include the purchase of a new patrol vehicle for District Police and a new DC aluminum welder for the Ag Dept.
   3. COS Foundation Regatta event had net proceeds of $16,900.
   4. Foundation Board approved a 4% spend for 2014-15 which represents an additional $124,000 to fund scholarships, projects and Foundation operations.
   5. Upcoming events:
      a. Tulare Chamber Crush Party – September 26, 2014 @ Tulare College Center
      b. Hall of Fame – October 2, 2014 @ the Porter Field House

d. ACCREDITATION REPORT
   Vice President La Serna reported that the first draft of the warning report will be complete by the end of June. Work continues on the Annual Report on the Strategic Plan and the 2015-2025 Master Plan. The ACCJC has revised the new standards and the official standards should be announced soon. COS will have to report on the new standards in the next Accreditation report.

e. SUPERINTENDENT/PRESIDENT’S REPORT
1. Dr. Waldner introduced new manager Jorge Zegarra, Director of Business, Industry & Community Services. Zegarra addressed the board and thanked the board for the opportunity to serve as a manager at COS.

2. Mr. Carrizosa provided a recap of the 2014 COS Commencement Ceremony. He explained that 1194 degrees were issued with over 500 graduates in attendance. He complimented the Student Activities and Affairs Office, the Student Services deans and District Police for their work on graduation. Mr. Carrizosa addressed the issue of a large crowd entering the field before the ceremony ended. He recognized that the decorum of the ceremony fell short of the college's standards. He explained that this year's audience was much larger than in past years and COS did not make an immediate response to contain the crowd. A meeting with the Student Services deans and staff, District Police, and Technology staff was convened to address the issues and to better prepare for next year's ceremony. Mr. Carrizosa publicly apologized to the graduates and their families and guests that were negatively affected by the lack of decorum.

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
   No report.

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

VIII. INFORMATION ITEMS AND DISCUSSION ITEMS

1. 2013-14 ANNUAL REPORT ON THE STRATEGIC PLAN
   President Carrizosa presented the annual report which addresses the eight (8) institutional objectives, previously approved by the Board of Trustees. Mr. Carrizosa reviewed the layout of the report and explained the measurements and assessments of each objective. He clarified that the ACCJC’s new standards do not affect the district objectives, and the objectives will align with the new accreditation standards. Discussion followed regarding the offering of English 251 courses at District high schools. Mr. Carrizosa explained that offering the course helps to accelerate the student through college and reduces the impact on COS classes. Trustee Zumwalt asked for data on English 251 students.

CONSENT CALENDAR
   Trustee Nunes moved to approve the Consent Calendar as presented. Trustee Sherman seconded. **AYES: All. ABSENT: Mann.** Motion carried.

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

5. 2013-2014 WORKING BUDGET APPROVAL (July 1, 2013 to May 20, 2014)

6. RENEWAL OF WEAPONS FIRING RANGE LICENSE AGREEMENT BETWEEN
   COLLEGE OF THE SEQUOIAS PUBLIC SAFETY TRAINING DEPARTMENT AND
   VISALIA POLICE ASSOCIATION

7. RENEWAL OF CONTRACT BETWEEN THE VISALIA POLICE ASSOCIATION AND
   THE COLLEGE OF THE SEQUOIAS TULARE-KINGS COUNTIES BASIC POLICE
   ACADEMY FOR USE OF THE WEAPONS FIRING RANGE

IX. ACTION

8. BOARD POLICY – 2nd Reading
   President Carrizosa presented the second reading of new BP 6301 – Cash Control and
   Fundraising Procedures for Student Senate.

   Trustee Sherman moved to approve BP 6301 as presented; Trustee Zumwalt
   seconded. AYES: All. ABSENT: Mann. Motion carried.

9. CURRICULUM: NEW, MODIFIED, DELETED
   Vice President La Serna reviewed the new, modified, and deleted curriculum.

   Trustee Zumwalt moved to approve Curriculum: New, Modified, Deleted as presented; Trustee Sherman seconded. AYES: All. ABSENT: Mann. Motion carried.

10. INTER-FUND DISTRICT LOAN (Resolution No. 2014-8)
   Vice President Statton presented the Inter-Fund District Loan which is needed to
   increase the general fund in order to meet payroll and operating expenses.

   Trustee Nunes moved to approve Resolution No. 2014-8 – Inter-Fund District Loan as
   presented; Trustee Zumwalt seconded. Motion carried by the following roll call vote:

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

11. EDUCATION PROTECTION ACCOUNT REQUIREMENTS FOR THE 2014-2015
    FISCAL YEAR (Resolution No. 2014-6)
   Vice President Statton presented Resolution No. 2014-6 – Education Protection
   Account (EPA) which contains an accountability component. Local agencies have the
sole authority to determine how the funds are spent as required by Article XIII, Section 36 of the California Constitution.

Trustee Sherman moved to approve Resolution No. 2014-6 – Education Protection Account as presented; Trustee Nunes seconded. Motion carried by the following roll call vote:

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

12. RESOLUTION FOR RENEWAL OF MUNICIPAL LEASE WITH VALLEY BUSINESS BANK (Resolution No. 2014-7)
Vice President Statton presented the resolution which approves a municipal lease for the cash flow for Sequoias Community College District business operations.

Trustee Zumwalt moved to approve Resolution No. 2014-7 – Municipal Lease with Valley Business Bank as presented; Trustee Nunes seconded. Motion carried by the following roll call vote:

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

13. 2014-2015 TENTATIVE BUDGET
Vice President Statton presented a PowerPoint detailing the tentative budgets for 2014-2015. Authorization of the budgets is required for expenditure authority commencing on July 1, 2014. Ms. Statton reviewed much of what was previously presented at the Special Study Session on May 28, 2014.

Trustee Sherman moved to approve the 2014-2015 Tentative Budget as presented; Trustee Nunes seconded. AYES: All. ABSENT: Mann. Motion carried.

14. SOLAR FIELD PROJECT – AUTHORIZATION OF RFP
Vice President Statton presented the District’s request to issue a Solar Request for Proposal. The District is proposing one of two possible solar projects – one at the Visalia campus or one at the Tulare campus, or a combination of both. The RFP process would allow the District to explore the various possibilities. The District is also requesting approval to submit two California Solar Initiative (CSI) applications at $20,000 each which are reimbursable if the respective project is completed.

Trustee Zumwalt moved to authorize issuance of a Solar Request for Proposal and the related one or two $20,000 CSI applications; Trustee Nunes seconded. AYES: All. ABSENT: Mann. Motion carried.

15. CHANGE ORDER: L.E.D. RETROFIT FOR SITE LIGHTING (Proposition 39)
Dean Mittlestead presented the change order which was necessary to add amenities to the L.E.D. Retrofit for Site Lighting project. This change in scope of work was previously approved by the District’s representative, the Contractor and the Electrical Engineer.
Trustee Zumwalt moved to approve the Change Order: L.E.D. Retrofit for Site Lighting as presented; Trustee Sherman seconded. **AYES: All. ABSENT: Mann.** Motion carried.

16. **2016-2020 FIVE-YEAR CONSTRUCTION PLAN**
Dean Mittlestead presented the 2016-2020 Five-Year Construction Plan which requires approval by the Board of Trustees. The District will submit to the Board of Governors of the California Community Colleges a plan for capital construction for a five-year period commencing with the next proposed year of funding (2016-2017). The plan is due on July 1, 2014.

Trustee Sherman moved to approve the 2016-2020 Five-Year Construction Plan as presented; Trustee Nunes seconded. **AYES: All. ABSENT: Mann.** Motion carried.

17. **APPROVAL OF REASSIGNMENT OF A CLASSIFIED ADMINISTRATOR INTO A NEW ADMINISTRATIVE POSITION AND JOB DESCRIPTION**
Dean Bratsch presented the District’s proposal to reassign the position of the Categorical Accounting Officer (which was reinstated by the board at the March 10, 2014 meeting) to a new administrative position and job description – Director of Budget and Categorical Accounting. The reassignment is effective July 1, 2014.

Trustee Zumwalt moved to approve the Reassignment of a Classified Administrator into a New Administrative Position and Job Description as presented; Trustee Sherman seconded. **AYES: All. ABSENT: Mann.** Motion Carried.

**XI. ADJOURNMENT:**
President Cardoza adjourned open session at 7:01 pm.

Respectfully Submitted,

\[Signature\]

Date: 7/14/2014

Earl Mann, Clerk