

COLLEGE OF THE SEQUOIAS COMMUNITY COLLEGE DISTRICT
Board of Trustees Meeting
July 14, 2025

CONSENT CALENDAR

2

Minutes of Previous Meetings

Status:

Action

Presented by:

Brent Calvin, Ed.D.
Superintendent/President

Issue

Minutes of the COS Board of Trustees meetings are being presented for approval.

- June 9, 2025 – Regular Meeting

Recommended Action

Approval of the Board of Trustees minutes is recommended.

**REGULAR MEETING OF THE BOARD OF TRUSTEES
OF THE
COLLEGE OF THE SEQUOIAS COMMUNITY COLLEGE DISTRICT**

Monday, June 9, 2025

4:15 pm – Closed Session

5:00 pm – Regular Session

Location

College of the Sequoias, Visalia Campus
Board Room
915 S. Mooney Blvd.
Visalia, CA 93277

Board of Trustees

Greg Sherman, Kenneth Nunes, Raymond Macareno, Connie Diaz, John Lehn,
Brent Calvin, Superintendent/President

MINUTES

MEMBERS PRESENT: Greg Sherman, Ken Nunes, Raymond Macareno, John Lehn, Connie Diaz

MEMBERS ABSENT:

SENIOR MANAGEMENT PRESENT: Brent Calvin, Jessica Morrison, Ron Perez, Jennifer La Serna, Louann Waldner, Dali Ozturk

CLOSED SESSION

I CALL TO ORDER

President Macareno called the meeting to order at 4:15PM

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 – None

1. CONFERENCE WITH LABOR NEGOTIATOR (GC §54957.6)

- Agency designated representative: Brent Calvin
Employee Organization: College of the Sequoias Adjunct Faculty Association (COSAFA)
- Agency designated representative: Brent Calvin
Employee Organization: California School Employees Association (CSEA), Chapter 408
- Agency designated representative: Brent Calvin
Employee Organization: College of the Sequoias Teachers Association (COSTA)

2. COSAFA GRIEVANCE APPEAL (GC §3549.1; ARTICLE IV MASTER AGREEMENT)

OPEN SESSION

IV CALL TO ORDER

President Macareno called the meeting to order at 5:00PM

- Closed Session Reportable Actions – President Macareno reported that on a motion by Trustee Lehn, and seconded by Trustee Nunes, the Board took action in Closed Session to sustain administration's previous determination to deny COSAFA's grievance (originally filed on February 10, 2025) by the following vote:

AYES: Trustees: Sherman, Lehn, Nunes, and Macareno.

NOES: None.

ABSENT: None.

ABSTENTIONS: Trustee Diaz

- Pledge of Allegiance – Dr. Calvin led the pledge of allegiance.

V PUBLIC COMMENT

- Public Comments Concerning Items On Agenda – None
- Public Comments Concerning Items Not on the Agenda – None

VI BOARD AND EXECUTIVE STAFF REPORTS

a. STUDENT TRUSTEE REPORT – None

b. BOARD MEMBER REPORTS

Trustee Nunes: Praised the COS graduation ceremony and congratulated all students who graduated. He also thanked the COS staff.

Trustee Lehn: Congratulated all graduating students. He also thanked the COS staff and faculty who had a hand in the students' success.

Trustee Diaz: Apologized for missing last meeting due to illness. Attended CCLC conference last month where she was able to learn from and network with other Trustees from around the state. Attended and spoke at the COS Latino graduation ceremony, Celebrando Nuestro Futuro. She praised the students and thanked the staff for organizing the event. Attended the COS commencement ceremony and spoke about how happy she was to be part of the event. She also noted that June is Pride Month and thanked the contributions of our LGBTQ staff and students.

Trustee Macareno: Attended the Celebrando Nuestro Futuro event and thanked Trustee Diaz for speaking at the event. Attended the COS commencement ceremony. He thanked the staff for their work at the event. He and Dr. Calvin visited Farmersville High School. He praised the guitar program that is available to the students in Farmersville.

c. FOUNDATION REPORT

No report.

d. ACCREDITATION REPORT

Dr. La Serna briefly discussed the ACCJC conference that was held last week in Sacramento. She noted the accreditation conference will be in November.

e. SUPERINTENDENT/PRESIDENT'S REPORT

Dr. Calvin praised the COS graduation ceremony. He noted that this year we awarded the most certificates and degrees in our history. He thanked Wil Hobbs for his work with organizing the event. He thanked all staff and board members who participated. Dr. Calvin also discussed the Celebrando Nuestro Futuro event and noted that this is one of 20 similar program graduation events. Dr. Calvin noted that enrollment is up this year at about 5% over what we are funded. We will be able to expand our FTES next year but still expected to be 5% over. There are many colleges in the state that are struggling with enrollment but we are actually over our funding total. He noted that the District will try to meet demand, as needed, even if some FTES go unfunded. Dr. Calvin will be visiting the Exeter school board this Wednesday. Dr. Calvin discussed the University Center and its benefits for our community and our COS graduates. Trustee Nunes requested that Dr. Calvin discuss the hiring of the new baseball coach. Dr. Calvin said it was a very competitive hiring process and the District chose Scott Laird, the COS assistant baseball coach.

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

1. REPORT ON 2024-25 EVALUATION OF INSTITUTIONAL PROGRAM REVIEW

Mr. Banuelos discussed the process of Program Review. Every year, the IPRC does an assessment of the program review process for the completed cycle. He explained that the evaluation process consists of a multi-agency review. He noted that in 2024 we had a significant drop in survey respondents likely due to the timing of the survey. Program Review has migrated from TracDat to Nuventive Improve software. Mr. Banuelos noted that there were some setbacks during software roll out this Fall. IPRC has created an initiative for this year to fine tune the software and user experience. No questions from Trustees.

2. BOARD SELF-EVALUATION (BP 2745)

President Macareno presented the results from the Board self-evaluation survey. The Trustees were given an evaluation survey, of which, it was completed by 4 out of the 5 Trustees. Overall, the survey shows a well-functioning board and student-centered leadership. President Macareno reviewed the new Board Priorities. Trustee Nunes noted for clarification that Board Priorities were approved February 10, 2025.

IX CONSENT CALENDAR

Trustee Diaz asked that agenda items 5 and 7 be pulled for questions.

Trustee Sherman moved to approve Consent Calendar items: 3, 4, 6, 8, and 9 as presented. The motion was seconded by Trustee Lehn. AYES: Diaz, Lehn, Nunes, Sherman, Macareno. NOES: None. ABSENT: None. Motion carried.

Agenda item number 5 discussion: Trustee Diaz asked about District Vendor payments for student child care, specifically asking which vendors the District uses and the cost per month for each. Mr. Perez said that he will look into Trustee Diaz's inquiry and noted that the payments shown are for \$2,500 and above. Dr. Calvin noted that only students in the CalWorks program receive child care. Trustee Diaz also asked about Cal Card reimbursements on the Farm Vendor Payments. Dr. Calvin clarified that these payments are to the District and not the individual who owns the card. Mr. Perez also noted that the payments are typically higher at the end of the year due to end of year spend down. He clarified that the payments in question is the Farm reimbursing the District.

Trustee Diaz moved to approve Consent Calendar item 5. The motion was seconded by Trustee Nunes. AYES: Diaz, Lehn, Nunes, Sherman, Macareno. NOES: None. ABSENT: None. Motion carried.

Agenda item number 7 discussion: Trustee Diaz asked for clarification about the difference between the standard legal services and the specialized legal services noted in the contract. Dr. Calvin explained that these services are for senior partners and senior associates to prepare analyses/investigations. Trustee Diaz asked if this is the lowest rate the District could find for specialized legal services. Dr. Calvin noted that there are only a handful of legal firms that specialize in community college work with AALRR being one of them. While the District is rate conscious, it is important that we have experienced attorneys protecting the District from legal issues.

Trustee Diaz moved to approve Consent Calendar item 7. The motion was seconded by Trustee Nunes. AYES: Diaz, Lehn, Nunes, Sherman, Macareno. NOES: None. ABSENT: None. Motion carried.

3. MINUTES OF THE PREVIOUS MEETING:

- May 12, 2025 – Regular Meeting

4. PERSONNEL REPORT 12-2024-2025

5. PAYMENT OF BILLS

6. 2024-2025 WORKING BUDGET APPROVAL
(July 1, 2024, to May 21, 2025)

7. RENEWAL OF LEGAL SERVICES FOR THE DISTRICT

It is recommended that the Board of Trustees approve the Agreement for Legal Services with the firm Atkinson, Andelson, Loya, Ruud, & Romo.

8. MOU BETWEEN EMPLOYMENT CONNECTION SYSTEM PARTNERS AND THE WORKFORCE INVESTMENT BOARD OF TULARE COUNTY

It is recommended that the Board of Trustees approve the Memorandum of Understanding by and between the District and the Workforce Investment Board of Tulare County for participation in the Employment Connection System from July 1, 2025, through June 30, 2028.

9. TULARE COUNTY OFFICE OF EDUCATION AUTHORIZED SIGNERS

The District wishes to remove the outgoing Assistant Superintendent/Vice President of Academic Services, Jennifer Vega La Serna from the list of authorized signers.

X ACTION

10. APPROVAL AND TRANSFER OF 2024-25 UNRESTRICTED GENERAL FUNDS (RESOLUTION NO. 2025-02)

Mr. Perez recommended that the Board of Trustees approve Resolution No. 2025-02, authorizing the District to transfer \$5.0M from Unrestricted General Fund to Capital Projects Fund. Prior to discussion, Mr. Perez corrected a error on the agenda item noting it should read "Training Resource Center". He explained that since we have a temporary deficit, we need to transfer money until we are made whole with money owed to us by the state.

Trustee Sherman moved to approve Resolution No. 2025-02 as presented; Trustee Nunes seconded the motion. Motion carried by the following roll call vote:

AYES: Sherman, Nunes, Diaz, Lehn, Macareno

NOES:

ABSENT:

ABSTAIN:

11. APPROVAL AND TRANSFER OF 2024-25 ONE-TIME FUNDS (RESOLUTION NO. 2025- 03)

Mr. Perez recommended that the Board of Trustees approve Resolution 2025-03, authorizing the District to do a one-time transfer of \$2.5M for Capital Projects. Trustee Lehn asked about COVID dollars received for IT. Dr. Calvin and Mr. Perez explained most of the COVID funds were spent on HVAC upgrades, laptops for students, and high-tech classroom upgrades. Trustee Nunes noted that technology upgrades are constant and will continue.

Trustee Nunes moved to approve Resolution No. 2025-03 as presented; Trustee Sherman seconded the motion. Motion carried by the following roll call vote:

AYES: Nunes, Sherman, Diaz, Lehn, Macareno

NOES:

ABSENT:

ABSTAIN:

12. APPROVAL OF 2025-2026 TENTATIVE BUDGET

Mr. Perez presented a PowerPoint of the tentative budget for FY2025-26. The final adopted budget will

be presented to the Trustees at the September Board Meeting and final “close out” numbers will be presented in February 2026. Mr. Perez reviewed the governor’s May revise, budget process/timeline, student-centered funding formula (SCFF), and budget assumptions. He noted that the state is anticipating a \$12 billion shortfall but no major reductions to community colleges. The cost-of-living increase was adjusted down from 2.43% to 2.30%.

Trustee Diaz asked about budgets for child care to students who are not part of CalWorks. Dr. Calvin noted that Financial Aid can be used to pay for child care. Ms. Morrison noted that our EOPS program and Giant Marketplace can also offer assistance to students with regards to child care. Ms. Morrison noted that in most years much of the CalWorks funds for child care go unused. The District has surveyed our CalWorks students to inquire why they are choosing not to use the child care provided and the most common reason is that they prefer to use family members as child care.

Trustee Macareno, asked about HSI Trust. Mr. Perez said this will be covered in one of the next agenda items.

Trustee Diaz motioned to approve the 2025-2026 Tentative Budget as presented; Trustee Lehn second the motion. AYES: Diaz, Lehn, Nunes, Sherman, Macareno. NOES: None. ABSENT: None. Motion carried.

13. EDUCATION PROTECTION ACCOUNT REQUIREMENTS FOR THE 2025-2026 FISCAL YEAR (RESOLUTION NO. 2025-04)

Mr. Perez recommended that the Board of Trustees adopt Resolution No. 2025-04 approving the attached list of expenditures for the monies received from the Education Protection Account for the 2025-26 fiscal year. Trustee Diaz asked for clarification of eligible expenses for these funds. Mr. Perez explained that funds can only be used on instructional salaries and benefits. Dr. Calvin explained the history behind the inception of the Education Protection Account.

Trustee Nunes motioned to approve Resolution No. 2025-04 as presented; Trustee Sherman seconded the motion. Motion carried by the following roll call vote:

AYES: Nunes, Sherman, Diaz, Lehn, Macareno

NOES:

ABSENT:

ABSTAIN:

14. INTER-FUND DISTRICT LOAN (RESOLUTION NO. 2025-05)

Mr. Perez recommended that the Board of Trustees adopt Resolution No. 2025-05 approving the Inter-Fund District Loan to cover temporary cash shortages.

Mr. Perez responded to Trustee Macareno’s question proposed during discussion of agenda item 12 regarding Hispanic Serving Institute (HSI) Trust. As of this year, 2024-25 the District can use the funds in the HSI Trust. President Macareno asked if the interest from the trust is still being used for MESA. Mr. Perez confirmed.

Trustee Nunes inquired about the Linwood Reserve and whether consideration should be given about closing out that account and transferring the funds. Mr. Perez said the District can close that out at anytime.

Trustee Sherman motioned to approve Resolution No. 2025-05 as presented; Trustee Diaz seconded the motion. Motion carried by the following roll call vote:

AYES: Sherman, Diaz, Lehn, Nunes, Macareno

NOES:

ABSENT:

ABSTAIN:

15. APPROVAL AND TRANSFER OF 2025-26 UNRESTRICTED GENERAL FUNDS (RESOLUTION NO.

2025-06)

Mr. Perez recommended that the Board of Trustees approve Resolution No. 2025-06 for the transfer of \$5.0M from Unrestricted General Fund to Capital Projects Fund, as budgeted for in the FY 2025-2026 Adopted Budget, for the Capital Projects, Information Technology and Instructional Equipment.

Mr. Perez noted that this agenda item is usually presented at the end of the year but is being presented now due to Facilities projects that need to be completed this summer.

Trustee Nunes motioned to approve Resolution No. 2025-06 as presented; Trustee Diaz seconded the motion. Motion carried by the following roll call vote:

AYES: Nunes, Diaz, Lehn, Sherman, Macareno

NOES:

ABSENT:

ABSTAIN:

16. APPROVAL OF APPOINTMENTS OF EDUCATIONAL AND CLASSIFIED ADMINISTRATORS (RESOLUTION NO. 2025-07)

Mr. Bratsch recommended that the Board of Trustees approve Resolution No. 2025-07 for the appointments of Educational and Classified Administrators.

Mr. Bratsch presented the Educational and Classified Administrators appointments for 2025-2026. He explained that the majority of administrators have a 1-year employment that is approved each year. Trustee Diaz asked for clarification about the employment terms for these administrators. Mr. Bratsch explained that these administrators fall under 1-year terms, not multi-year terms. Trustee Lehn was pleased to see the administrator names and said it was an “all-star cast”. Trustee Macareno and Dr. Calvin agreed.

Trustee Sherman motioned to approve Resolution No. 2025-07 as presented; Trustee Lehn seconded the motion. Motion carried by the following roll call vote:

AYES: Sherman, Lehn, Diaz, Nunes, Macareno

NOES:

ABSENT:

ABSTAIN:

17. APPROVAL OF EMPLOYMENT AGREEMENT OF INTERIM DEAN OF TECHNOLOGY

Mr. Bratsch presented the employment agreement between the District and the Interim Dean of Technology, Dave Richert.

Trustee Diaz moved to approve the Employment Agreement of Interim Dean of Technology as presented; Trustee Sherman seconded the motion. AYES: Diaz, Sherman, Lehn, Nunes, Macareno. NOES: None. ABSENT: None. Motion carried.

18. APPROVAL OF EMPLOYMENT AGREEMENT BETWEEN THE DISTRICT AND THE ASSISTANT SUPERINTENDENT/VICE PRESIDENTS OF: STUDENT SERVICES AND ADMINISTRATIVE SERVICES

Mr. Bratsch presented the employment agreements between the Assistant Superintendent/Vice Presidents of: Student Services and Administrative Services. He requested that there be two motions – one for each employment agreement.

Trustee Diaz moved to approve the Employment Agreement Between the District and the Assistant Superintendent/Vice President of Student Services as presented. Trustee Lehn seconded the motion. AYES: Diaz, Lehn, Nunes, Sherman, Macareno. NOES: None. ABSENT: None. Motion carried.

Trustee Nunes moved to approve the Employment Agreement Between the District and the Assistant Superintendent/Vice President of Administrative Services as presented. Trustee Diaz seconded the

motion. AYES: Nunes, Diaz, Lehn, Sherman, Macareno. NOES: None. ABSENT: None. Motion carried.

19. 2027-2031 FIVE-YEAR CONSTRUCTION PLAN

Mr. Woods presented the 2027-2031 Five-Year Construction Plan which is required annually by the Board of Governors of the California Community Colleges.

Trustee Nunes, Trustee Sherman, and Mr. Woods discussed the current construction taking place in parking lot 7. Dr. Calvin request that Mr. Woods present the PowerPoint presentation he gave at Management Institute to the Board in July.

Trustee Sherman asked if the District has started spending Measure C money and if the District has been reimbursed for the initial monetary investment for the project. Mr. Woods explained that we are currently spending Measure C monies and the District has been reimbursed for those funds. Dr. Calvin noted that the District could also be reimbursed for a portion of the \$12M used to purchase real property on Mooney but does not have plans to do so.

Mr. Woods discussed the following projects: University Center (Measure C), Student Union (Measure C), Science Building, and Performing Arts Modernization. He believes that all Measure C funds should be spent down by 2028. Trustee Nunes asked what the state uses as scoring metrics for the Final Project Proposal (FPP) Mr. Woods noted the different metrics used by the Chancellor's office: capacity load ratios; District match (25%); and category score.

Trustee Diaz moved to approve the 2027-2031 Five-Year Construction Plan as presented. Trustee Sherman seconded the motion. AYES: Diaz, Sherman, Lehn, Nunes, Macareno. NOES: None. ABSENT: None. Motion carried.

20. BOARD POLICIES – 1ST READ

Dr. Calvin presented a first read of the following revised policies which were reviewed and/or approved by Senior Management, District Governance Senate, and Academic Senate.

- BP 5073 – Mandatory First Day Attendance

Trustee Sherman moved to approve BP 5073 for second reading. Trustee Diaz seconded the motion. AYES: Sherman, Diaz, Lehn, Nunes, Macareno. NOES: None. ABSENT: None. Motion carried.

XI ADJOURNMENT

President Macareno adjourned the meeting at 6:57PM

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Respectfully submitted,

Ken Nunes, Board Clerk