

COLLEGE OF THE SEQUIOIAS COMMUNITY COLLEGE DISTRICT
Board of Trustees Meeting
July 13, 2020

CONSENT CALENDAR

3

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 8, 2020 – Regular Meeting

Recommended Action

Approval of the Board of Trustees minutes is recommended.

**MINUTES OF THE BOARD OF TRUSTEES
OF THE
COLLEGE OF THE SEQUIOIAS COMMUNITY COLLEGE DISTRICT**

Monday, June 8, 2020

4:15 pm – Closed Session – Private Virtual Conference Room

5:00 pm – Regular Session – Virtual Board Room

Board of Trustees

Greg Sherman, Kenneth Nunes, Raymond Macareno, Lori Cardoza, John Lehn,
Brent Calvin, Superintendent/President

MEMBERS PRESENT: Lori Cardoza, Kenneth Nunes, Raymond Macareno, John Lehn,
Greg Sherman

COS STAFF PRESENT: Brent Calvin, Jennifer La Serna, Jessica Morrison, Ron Perez, John
Bratsch, Dali Ozturk, Kristin Robinson, Louann Waldner

I. CALL TO ORDER

President Nunes called the meeting to order at 4:15 pm.

II. PUBLIC COMMENT

None.

III. RECESS TO CLOSED SESSION – PRIVATE VIRTUAL CONFERENCE ROOM

1. CONFERENCE WITH LABOR NEGOTIATOR (GC §54957.6)

- College of the Sequoias Adjunct Faculty Association (COSAFA)
Chief Negotiator: Brent Calvin
- College of the Sequoias Employees Association (CSEA), Chapter 408
Chief Negotiator: Brent Calvin
- College of the Sequoias Teachers Association (COSTA)

2. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (GC §54957)

- Superintendent/President – Mid-Year Review

IV. RECONVENE TO OPEN SESSION

President Nunes reconvened the meeting into open session at 5:02 pm.

- Closed Session Reportable Actions: President Nunes reported that the Board completed the performance evaluation for Superintendent/President Calvin.
- Pledge of Allegiance: President Nunes 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 (NON-DISCUSSION ITEMS)

a. STUDENT TRUSTEE REPORT

Summer recess.

b. BOARD MEMBER REPORTS

Trustee Macareno congratulated Superintendent Calvin for completing his doctoral degree in Education. Trustee Macareno commented that he was looking forward to Dr. Calvin's board presentation to the Cutler-Orosi Unified School District.

Trustees Lehn and Cardoza also congratulated Superintendent Calvin for completion of his doctoral degree.

Trustee Cardoza expressed her pride and appreciation for all COS graduates, and for those that participated in the COS Grad Fest.

Trustee Nunes reported on the Board's self-evaluation summary.

c. FOUNDATION REPORT

Mr. Foster reported the following:

- Scholarship Awards for 2020-2021 – 1179 completed applications this year, up from 1054 last year. Awarded \$367,500 in 432 awards to 311 students. Last year, awarded \$379,000 in 422 awards. The Foundation also remains committed to fund \$1,000 to each COS transfer student enrolled in the Fresno State Visalia Campus' South Valley Integrated Teacher Education Program (ITEP).
- Foundation Project Funding Decision Postponed – A rescheduled Board Meeting has postponed the final decision on projects to be funded by the Foundation for the 2020-2021 funding cycle. \$120,000 is budgeted to be awarded.

d. ACCREDITATION REPORT

Vice President La Serna reported that she has been considered as a new board member to serve on the 20-member ACCJC Board. Dr. La Serna expressed her excitement to represent the District in this capacity.

e. SUPERINTENDENT/PRESIDENT'S REPORT

Superintendent Calvin reported the following:

- General Obligation Bond refunding summary.
- Robust enrollment for the summer semester. Fall enrollments are up as well.
- Plans for the fall semester will be shared on July 6.
- Lamented on the tragic death of George Floyd and the video he prepared for students and staff. The Equity and Diversity Action Committee (EDAC), a COS coalition, and the California Community Colleges Chancellor's Office (CCCCO) are engaging with and listening to students in response to the tragedy. The CCCCCO has provided a Call to Action framework for all community colleges in the system to consider adopting.

VII. REPORTS

- a. **ACADEMIC SENATE PRESIDENT’S REPORT/UPDATE**
Mr. Turner reported that he and David Hurst meet weekly with Dr. Calvin and Dr. La Serna. He thanked Dr. Calvin and Dr. La Serna for keeping them well informed and supported. Mr. Turner thanked the significant number of faculty going above-and-beyond to convert to distance education.
- b. **COSTA PRESIDENT’S REPORT/UPDATE**
Mr. Hurst echoed Mr. Turner’s comments. He also thanked the Board and COS leadership for their integrity and leading by example.
- c. **CSEA PRESIDENT’S REPORT/UPDATE**
Mr. Terry echoed Mr. Hurst’s comments and expressed his pride in being a COS Giant.
- d. **COSAFA PRESIDENT’S REPORT/UPDATE**
No report.

VIII. INFORMATION

1. **2020 COMMENCEMENT UPDATE**
Vice President Morrison presented a PowerPoint reviewing the 2020 Commencement. Ms. Morrison shared information regarding degrees/certificates awarded, demographic statistics of the graduates including GPA, EOPS and TRIO graduate statistics, and the Grad Fest held on the Visalia campus.

IX. CONSENT CALENDAR

Trustee Nunes pulled item #7 to recuse himself per conflict of interest with one of the vendors. Trustee Cardoza moved to approve item #7 as presented; Trustee Sherman seconded. AYES: Cardoza, Lehn, Macareno, Sherman. ABSENT: None. ABSTAIN: Nunes. Motion carried.

Trustee Sherman moved to approve the Consent Calendar items #2-6, 8-9 as presented; Trustee Cardoza seconded. AYES: Cardoza, Lehn, Macareno, Nunes, Sherman. ABSENT: None. Motion carried.

2. **MINUTES OF THE PREVIOUS MEETING:**
 - May 11, 2020 – Regular Meeting
3. **PERSONNEL REPORT 12-2019-2020**
4. **PAYMENT OF BILLS**
5. **2019-2020 WORKING BUDGET APPROVAL**
July 1, 2019 to May 18, 2020
6. **CONTRACT BETWEEN THE VISALIA POLICE ASSOCIATION AND THE COLLEGE OF THE SEQUOIAS, TULARE-KINGS COUNTIES BASIC POLICE ACADEMY (INTENSIVE AND EXTENDED) FOR USE OF THE WEAPONS FIRING RANGE**
It is recommended that the Board of Trustees approve the Weapons firing Range

Agreement by and between the COS Tulare-Kings Counties Basic Police Academy and the Visalia Police Officers Association.

7. LEASE AGREEMENT WITH HENRY A. GARCIA DAIRY FOR DAIRY FEEDLOT
The district proposes to enter into the agreement to allow for a 48-month lease agreement with Henry A. Garcia Dairy. The agreement will commence July 1, 2020 and expire on June 30, 2024. The lease for the premises is \$5.00 per head per month. Henry A. Garcia Dairy has agreed to all provisions outlined in the lease agreement.
8. DEPARTMENT OF REHABILITATION, WORKABILITY III COOPERATIVE AGREEMENT WITH COLLEGE OF THE SEQUOIAS
It is recommended that the Board of Trustees approve the cooperative agreement between the Department of Rehabilitation, Workability III and College of the Sequoias. The contract date is July 1, 2020 through June 30, 2023.
9. COOPERATIVE AGREEMENT BETWEEN THE REGENTS OF THE UNIVERSITY OF CALIFORNIA ON BEHALF OF THE PUENTE PROJECT AND SEQUOIAS COMMUNITY COLLEGE DISTRICT
It is recommended that the Board of Trustees approve this renewal agreement between the Regents of the University of California on behalf of the Puente Project, and the College of the Sequoias to continue to provide academic, mentoring, and transfer support to the current and future cohorts. The contract term is for fiscal years 2020-21, 2021-22, and 2022-23.

X. ACTION

10. 2020-2021 TENTATIVE BUDGET
Vice President Perez presented a PowerPoint detailing the 2020-21 Tentative Budget. The Governor is using other funds to help support CalPRS and CalSTRS for two years. Districts with hold harmless will still have to deal with deficits as well.

Trustee Cardoza moved to approve the 2020-2021 Tentative Budget as presented; Trustee Lehn seconded. AYES: Cardoza, Lehn, Macareno, Nunes, Sherman.
ABSENT: None. Motion carried.
11. EDUCATION PROTECTION ACCOUNT REQUIREMENTS FOR THE 2020-2021 FISCAL YEAR (RESOLUTION NO. 2020-07)
Vice President Perez recommended that the Board of Trustees adopt Resolution No. 2020-07 approving the attached list of expenditures for the monies received from the Education Protection Account for the 2020-21 fiscal year.

Trustee Sherman moved to approve the Education Protection Account Requirements for the 2020-2021 Fiscal Year (Resolution No. 2020-07) as presented; Trustee Cardoza seconded. Motion carried by the following roll call vote:

AYES: Cardoza, Lehn, Macareno, Nunes, Sherman
NOES:
ABSENT:

12. INTER-FUND DISTRICT LOAN (RESOLUTION NO. 2020-08)

Vice President Perez recommended that the Board of Trustees approve an Inter-Fund District Loan which will cover temporary cash shortages for the 2020-2021 fiscal year (including, but not limited to Payroll, Accounts Payable, and Student Financial Aid). This is a past practice of the District in accordance with Government Code Section 53791.

Trustee Lehn moved to approve the Inter-Fund District Loan (Resolution No. 2020-08) as presented; Trustee Sherman seconded. Motion carried by the following roll call vote:

AYES: Cardoza, Lehn, Macareno, Nunes, Sherman

NOES:

ABSENT:

13. FEDERAL EMERGENCY MANAGEMENT AGENCY REIMBURSEMENT

Vice President Perez explained that the District seeks to apply for reimbursement from the Federal Emergency Management Agency (FEMA) due to expenditures related to COVID-19. He recommended that the Board of Trustees approve the Federal Emergency Management Agency (FEMA) Application - Filing of the Cal OES 130.

Trustee Cardoza moved to approve Federal Emergency Management Agency Reimbursement as presented; Trustee Macareno seconded. AYES: Cardoza, Lehn, Macareno, Nunes, Sherman. ABSENT: None. Motion carried.

14. APPROVAL AND TRANSFER OF 2019-20 ONE-TIME FUNDS (RESOLUTION NO. 2020-09)

Vice President Perez recommended that the Board of Trustees approve the proposed transfers of \$145K to Capital Projects, \$2.977M in 2018-19 one-time true up funds and \$7.1M in 2019-20 funds and as such, approve Resolution 2020-09 for the transfer of a total of \$10,222,000 to COVID-19 Special Reserve and the Capital Projects Funds. Approval of these expenditures is pending adopted state budget and resulting excess funds identified by administration at the end of June 2020. Mr. Perez confirmed that the funds will not be used unless the District receives full true-up funding.

Trustee Sherman moved to approve the Approval and Transfer of 2019-20 One-Time Funds (Resolution No. 2020-09) as presented; Trustee Cardoza seconded. Motion carried by the following roll call vote:

AYES: Cardoza, Lehn, Macareno, Nunes, Sherman

NOES:

ABSENT:

15. 2022-2026 FIVE-YEAR CONSTRUCTION PLAN

Dean Woods reviewed the District's five-year construction plan which includes the following projects:

- i. Basic Skill Center (Visalia)
- ii. Tulare Center Phase II, Academic Buildings (Tulare)

- iii. Education Expansion (Hanford)
- iv. Kern Building Modernization (Visalia)

Trustee Macareno moved to approve the 2022-2026 Five-Year Construction Plan as presented; Trustee Cardoza seconded. AYES: Cardoza, Lehn, Macareno, Nunes, Sherman. ABSENT: None. Motion carried.

16. CONSOLIDATION OF GOVERNING BOARD ELECTIONS (RESOLUTION NO. 2020-10)

Dr. Calvin recommended that the Board of Trustees adopt Resolution No. 2020-12 ordering elections in Wards 3 and 4 consolidation of the District's election with the general election, and other specifications as required.

Trustee Sherman moved to approve the Consolidation of Governing Board Elections (Resolution No. 2020-10) as presented; Trustee Lehn seconded. Motion carried by the following roll call vote:

AYES: Cardoza, Lehn, Macareno, Nunes, Sherman
NOES:
ABSENT:

17. APPROVAL OF EMPLOYMENT AGREEMENT BETWEEN THE DISTRICT AND THE VICE PRESIDENT, STUDENT SERVICES

Dean Bratsch recommended the approval of the employment agreement between the District and Jessica Morrison, Vice President of Student Services.

Trustee Sherman moved to approve the Employment Agreement between the District and the Vice President, Student Services as presented; Trustee Lehn seconded. AYES: Cardoza, Lehn, Macareno, Nunes, Sherman. ABSENT: None. Motion carried.

18. APPROVAL OF EMPLOYMENT AGREEMENT BETWEEN THE DISTRICT AND THE DIRECTOR, TRiO PROGRAMS

Dean Bratsch recommended approval of the employment agreement between the District and Osvaldo Del Valle, Director of TRiO Programs. Mr. Bratsch explained that Del Valle needs a contract this year because the grant is ending for a short period.

Trustee Cardoza moved to approve the Employment Agreement between the District and the Director, TRiO Programs as presented; Trustee Macareno seconded. AYES: Cardoza, Lehn, Macareno, Nunes, Sherman. ABSENT: None. Motion carried.

19. APPROVAL OF APPOINTMENTS OF EDUCATIONAL AND CLASSIFIED ADMINISTRATORS (RESOLUTION NO. 2020-11)

Dean Bratsch explained that Educational and Classified administrators' contracts are reviewed and approved annually. Mr. Bratsch recommended appointment of the attached administrators into their administrative positions.

Trustee Sherman moved to approve the Appointments of Educational and Classified

Administrators (Resolution No. 2020-11) as presented; Trustee Lehn seconded. Motion carried by the following roll call vote:

AYES: Cardoza, Lehn, Macareno, Nunes, Sherman

NOES:

ABSENT:

20. NOTICE OF INTENDED ACTION TO REDUCE THE CLASSIFIED SERVICE DUE TO A LACK OF WORK OR LACK OF FUNDS (RESOLUTION NO. 2020-12)
Dean Bratsch explained that a reduction in service in the TRIO Program is required as the grant is ending. He explained that it is very likely that the grant will be refunded.

Trustee Cardoza moved to approve the Notice of Intended Action to Reduce the Classified Service Due to a Lack of Work or Lack of Funds (Resolution No. 2020-12) as presented; Trustee Lehn seconded. Motion carried by the following roll call vote:

AYES: Cardoza, Lehn, Macareno, Nunes, Sherman

NOES:

ABSENT:

21. BOARD POLICIES 2nd Read

Superintendent Calvin reviewed the following revised policies, which were reviewed and/or approved by Senior Management, District Governance Senate, and Academic Senate.

- BP 3100 – Organizational Structure
- BP 3200 – Accreditation
- BP 3225 – (NEW) Institutional Effectiveness
- BP 3250 – Institutional Planning
- BP 3260 – Program Review
- BP 3280 – Grants
- BP 3290 – Human Subjects
- BP 3300 – Public Records

Dr. Calvin shared changes to BP 3280 which allows the Superintendent to approve grants and bring to the Board for ratification.

Trustee Macareno moved to approve the second read of the Board Policies as presented; Trustee Cardoza seconded. AYES: Cardoza, Lehn, Macareno, Nunes, Sherman. ABSENT: None. Motion carried.

22. CONSIDER ACTION TO AMEND SUPERINTENDENT/PRESIDENT EMPLOYMENT AGREEMENT

Dean Bratsch explained that the Superintendent's contract remains the same, but extends by one year.

Trustee Sherman moved to approve the Superintendent/President Employment Agreement as presented; Trustee Macareno seconded. AYES: Cardoza, Lehn,

Macareno, Nunes, Sherman. ABSENT: None. Motion carried.

XI. ADJOURNMENT:

President Nunes adjourned open session at 7:09 pm.

Respectfully Submitted,

Date:

Raymond Macareno, Board Clerk