



GROSSMONT-CUYAMACA
COMMUNITY COLLEGE DISTRICT

**GOVERNING BOARD
MINUTES OF THE REGULAR MEETING
Tuesday, January 16, 2018**

Governing Board members gathered at 3:30 PM in Room H-119 of the Cuyamaca College Science & Mathematics Center for a presentation by Grossmont College Vice President of Academic Affairs VanderWoude and Cuyamaca College Vice President of Instruction Setzer on Enrollment Management Update and Action Plan. This continues our conversations about student success.

The regular meeting of the Governing Board for the Grossmont-Cuyamaca Community College District began at 5:04 p.m., in the Cuyamaca College Student Center, Room I-207.

Members Present: Trustees Adams, Barr, Garrett, Hiel, and Justeson; and Student Trustees Macogay and Vivero

Members Absent: None

Others Present: Chancellor Miles, President Abu-Ghazaleh and Vice President of Instruction Setzer, Vice Chancellors Corcoran, Rearic, and Valencia college administrators, members of the staff, students, and interested citizens, legal counsel Andrea Naested

Call to Order

Board President Garrett called the meeting to order at 5:04 p.m.

Public Presentations

None.

Adjourn to Closed Session

Board President Garrett adjourned the open session at 5:04 p.m., and the Board met in closed session until approximately 5:55 p.m., in the Cuyamaca College Student Center Meeting Room 3 (I-209) pursuant to Government Code Section 54956.9 (b)(1) to confer with legal counsel regarding a case of potential litigation; Section 54957 to consider the Chancellor's performance evaluation; and Section 3549.1 to confer with the District Chief Negotiator, Tim Corcoran, regarding bargaining matters concerning Administrators' Association, American Federation of Teachers (AFT), California School Employees Association Chapter 707 (CSEA), and confidential administrators and staff.

Reconvene in Open Session

Board President Garrett reconvened the open session at 6:32 p.m.

Announcement of Closed Session Action(s)

Board President Garrett announced there were no actions taken in closed session.

Public Presentations

There were none.

Changes to Docket of Business

Chancellor Miles announced there were no changes to the docket of business.

Approval of Minutes

On motion of members Hiel/Barr with a unanimous vote of 5-0, the Board approved the December 12, 2017, organizational, meeting minutes as presented.

Reports of the Governing Board

Governing Board members commended Vice Presidents Setzer and VanderWoude on the enlightening Board workshop and stated they fully support the solutions and plans to promote enrollment and retain students.

Trustee Hiel participated in the Martin Luther King, Jr. (MLK) parade and attended the MLK All Peoples' Celebration.

Call to Order

5:04 p.m.

Public Presentations

Closed Session

Open Session

6:32 p.m.

**Closed Session
Announcements**

Public Presentation

Docket Changes

None

Minutes

Approved 12/12/17,
org, mtg. minutes

Board Reports

Hiel

Trustee Justeson stressed the importance of on-line courses for student convenience. Cuyamaca College Student Trustee Macogay and Grossmont College Student Trustee Brandon Vivero, along with students, staff and administrators participated in the MLK parade; and reported on upcoming events and activities.

Adoption of Consent Calendar

On motion of members Barr/Hiel, with a unanimous vote of 5-0, the Board approved the Consent Calendar, which included the following:

Operations

Board Policies Update—Reviewed and adopted revisions to board policies BP 1300 Educational Philosophy, BP 3505 Emergency Preparedness and Management Plan, and BP 7265 Emeritus Status, as recommended by the Chancellor. Refer to item 201 attached to the docket.

2017-2019 Integrated Plans and 2017-2018 Integrated Plan Budgets for Grossmont College and Cuyamaca College—Approved the 2017-2019 Integrated Plans and 2017-2018 Integrated Plan Budgets for Grossmont College and Cuyamaca College, as recommended by the Chancellor. Refer to item 202 attached to the docket.

Budget and Finance

Purchase Orders and Warrants—Ratified the action of the Chancellor in approving the purchase orders and warrants issued during the month of December 2017, and granted authority to execute appropriate documents. Refer to item 301 attached to the docket.

Ratification of Signatures on Agreements—Ratified the action of the Chancellor in signing agreements, and granted authority to accept, budget, and spend any proceeds therefrom. Refer to item 302 attached to the docket.

Out-of-State Travel to North Carolina—Granted authority to the Chancellor to authorize Donald Schultz and Tiffany Faulstich, Ornamental Horticulture instructors, and eleven students from Cuyamaca College to travel to North Carolina for the period March 10 to March 19, 2018, to participate in the National Collegiate Landscape Competition. Refer to item 303 attached to the docket.

Nonresident Tuition Fee for 2018-2019—Granted authority to the Chancellor to establish the nonresident tuition fee at the statewide average cost of \$258 per unit for fiscal year 2018-2019 beginning with the fall term. Refer to item 304 attached to the docket.

Public Works Projects

B16.015 Cuyamaca College Track Enhancements; Notice of Completion and Release of Retention—Granted authority to the Chancellor to: a) File a Notice of Completion for Bid B16.015, with PK Mechanical Systems, Inc.; and b) Release retention as allowed in the contract documents. Refer to item 401 attached to the docket.

B18.006 Grossmont College Phase 1 31S Science, Math, and Career Tech Complex; Permission to Award—Granted authority to the Chancellor to: (a) Award Bid B18.006 Grossmont College Phase 1 31S Science, Math, and Career Tech Complex to the lowest responsive bidder meeting all terms, conditions, and specifications; and (b) Execute appropriate contract documents prior to ratification by the Governing Board, at the next meeting following the bid opening. Refer to item 402 attached to the docket.

Information

2016-2017 District Audit Report—Considered the 2016-2017 Grossmont-Cuyamaca Community College District Audit Report, as presented by the Chancellor. Refer to item 651 attached to the docket.

Proposition V Bond Building Fund Financial and Performance Audits for the Year Ended June 30, 2017—Considered the Grossmont-Cuyamaca Community College District Proposition V Bond Building Fund Financial Audit and Performance Audit for the year ended June 30, 2017, as presented by the Chancellor. Refer to item 652 attached to the docket.

Justeson
Macogay, Vivero

**Adoption of
Consent Calendar**

Operations

Board Policies
Update

2017-2019
Integrated Plans
and Budgets for GC
and CC

Budget & Finance

Purchase Orders
and Warrants

Ratification of
Signatures on
Agreements

Out-of-State Travel
to North Carolina

Nonresident Tuition
Fee for 2018-2019

Public Works

B16.015 CC Track
Enhancements;
Notice of Comp &
Release of Reten

18.006 GC Phase 1
31S Science, Math,
and Career Tech
Complex;
Permission to
Award

Information

2016-2017 District
Audit Report

2016-2017 District
Audit Report

2016-2017 Auxiliary and Foundation Audit Reports—Considered the 2016-2017 Foundation for Grossmont & Cuyamaca Colleges Audit Report, and the 2016-2017 Grossmont-Cuyamaca Community College District Auxiliary Organization Audit Report. Refer to item 653 attached to the docket.

Administrative Procedures Update—Reviewed administrative procedures AP 3505 Emergency Preparedness and Management Plan and AP 7254 Emeritus Status, to be issued by the Chancellor. Refer to item 654 attached to the docket.

Items Pulled

College and Career Access Pathways Partnership Agreement between the Grossmont-Cuyamaca Community College District and Helix Charter High School—*pulled by Trustee Justeson* concerning vote abstention. Justeson stated she fully supports the agreement, but since her son attends Helix High School, to avoid any perceived conflict of interest, she would abstain from the vote. After discussion, on motion of members Barr/Adams, with a vote of 4-0-1 (Justeson abstained), the item was approved. Refer to item 203 attached to the docket.

Docket Items 501 Chancellor’s Cabinet Salary Schedule, 502 Confidential Administrators’ Handbook, and 503 Personnel Actions pulled by Board President Garrett to make the following announcement: *“Items 501, 502, and 503 are the proposed new salary schedule for confidential administrators in the Chancellor’s Cabinet, a revision to the Confidential Administrators’ Handbook, and the updated employment contracts for confidential administrators. The recommended salary schedule includes initial placement on the salary schedule at the administrator’s current salary; and administrators are eligible for a step increase on July 1 consistent with other employee groups. Copies of the salary schedule, handbook and employment contracts are attached to the agenda.”*

In addition, regarding items 501, 502 and 503, public comment was heard from the following people: American Federation of Teachers Guild, Local 1931 (AFT) representatives Greg Gregg Robinson, June Yang, Julio Soto, AFT President Jim Mahler, and Classified staff member Elaine Adlam.

The following discussion and votes occurred:

Chancellor’s Cabinet Salary Schedule—Following announcement, public comment and trustee remarks regarding structure and legal requirements, on motion of members Barr/Hiel, with a vote of 3-2 (Adams and Justeson opposed), the item was ratified. Refer to item 501 attached to the docket.

Confidential Administrators’ Handbook—Following announcement, public comment and clarification, on motion of members Justeson/Barr, with a unanimous vote of 5-0, the item was ratified. Refer to item 502 attached to the docket.

Personnel Actions—Following inquiry by Trustee Justeson concerning calculation of the Cuyamaca College .475 FTE Child Development Center Aide position and discussion, on motion of members Barr/Adams, with a unanimous vote of 5-0, the Board ratified the action of the Chancellor in approving classified and academic personnel actions during the period of December 11, 2017, through January 15, 2018. Refer to item 503 attached to the docket.

Chancellor’s Report

Christy White of the public accounting firm of Christy White Accountancy Corporation, presented the full 2016-2017 District Audit Report. She noted it is the 14th consecutive year of outstanding audit reports covering the District, Foundation and Auxiliary for fiscal year ending on June 30, 2017 and that all audits achieved the highest possible results with no adjustments and “unqualified” or clean results. There were no compliance findings. White complimented the District’s staff for its outstanding work despite challenges due to changes in the District’s financial systems.

Vice Chancellor Rearic summarized the audit report from Clifton Larson Allen, LLO Certified Public Accountants for the Proposition V Bond Building Fund Financial and Performance Audits for the year ending June 30, 2017. It has been reviewed with the Citizens Bond Oversight Committee budget subcommittee members.

2016-2017 Aux and Foundation Audit Rpts

Administrative Procedures Update

Items Pulled

CCAP Agreement between GCCCD and Helix Charter, approved

Announcement related to items 501, 502, and 503

Public Comment related to items 501, 502, and 503

501, Chancellor’s Cabinet Salary Schedule, ratified

502, Confidential Administrators’ Handbook, ratified

503, Personnel Actions, ratified

Chancellor’s Report

District Audit Reports by Christy White

Prop V Bond Building Fund Financial and Performance Audits

Cuyamaca College Vice President of Instruction Setzer and Grossmont College President Abu-Ghalezeh reported on the Integration Plans for three programs: Basic Skills Initiative, Student Equity Program, and Student Success and Support Program, approved under Item 202. Plan goals include an increase in students, reducing the number of excess units completed, improving success rates and reducing equity gaps, reducing time to complete college level coursework, and reducing the percentage of students on academic or progress probation.

GC and CC 2017-2019 Integrated Plans

President Abu-Ghazaleh reported Grossmont College hosted a tax reform forum organized by Congresswoman Susan Davis for the community. She plans to return for a tour of the District's apprenticeship programs in Career Technical Education and healthcare.

Abu-Ghazaleh

Abu-Ghazaleh reported the following East County California *Best of East County Awards* for the District: Hyde Art Gallery, 1st Place, Best Live Music, 2nd Place, and Stagehouse Theater, 2nd Place.

Vice President Setzer reported the first *Women in Water* event will be held at Cuyamaca College on January 18, and is supported by grant funding through the National Science Foundation. This will be an annual event encouraging women to pursue careers in water management and reclamation.

Setzer

Chancellor Miles reported the District participated in three MLK events, including the Educators' Breakfast, parade (with both colleges participating for the first time) and All Peoples' Celebration.

Miles

Miles recognized the achievements of Vice Chancellor of Workforce and Organizational Development Valencia in his five years with the District, including creation of the Alumni and Retiree Network, GradFest, AlumniFest, and establishing the East County Educational Alliance. Valencia is leaving to serve as CEO of Voices for Children, which provides court advocates and services for foster youth.

The Chancellor's Cabinet member reports were distributed.

Cabinet Reports

Staff Communication

Staff Reports

AFT President Jim Mahler, California School Employees Association, Chapter 707, job steward Sandy Beasley, and Cuyamaca College Academic Senate President Kim Dudzik, provided reports or comments.

Adjournment

Adjournment

Board President Garrett adjourned the meeting at 8:11 p.m.

8:11 p.m.

Respectfully submitted,

**Approved by the Governing Board
February 20, 2018**

Cindy L. Miles, Ph.D.
Chancellor and
Secretary to the Governing Board

Bill Garrett
Board President

Jennifer J. Danks
Recording Secretary