



Wednesday, September 27, 2017

**Santa Clarita Community College District - Board of Trustees ~ JOINT MEETING with
WM. S. HART UNION HIGH SCHOOL DISTRICT**

SANTA CLARITA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

Joint Meeting with the Wm. S. Hart Union High School District

Meeting Location: College of the Canyons ~ ART GALLERY

26455 Rockwell Canyon Road

Santa Clarita, Ca 91355

5:45pm - JOINT OPEN SESSION (Joint Meeting Items & Business Items)

1. PRELIMINARY FUNCTIONS

Subject **1.1 Call to Order/Establishment of a Quorum**

Meeting Sep 27, 2017 - Santa Clarita Community College District - Board of Trustees ~ JOINT MEETING
with WM. S. HART UNION HIGH SCHOOL DISTRICT

Type Procedural

1. PRELIMINARY FUNCTIONS

Subject **1.2 Welcome to Guests - Introduction of Staff Representatives**

Meeting Sep 27, 2017 - Santa Clarita Community College District - Board of Trustees ~ JOINT MEETING
with WM. S. HART UNION HIGH SCHOOL DISTRICT

Type Procedural

At their request, members of the public may comment on items listed on the agenda at the time the item is discussed and prior to Board action on the item. A five (5) minute time limit will be allotted to each speaker, with a maximum of twenty (20) minutes to each subject, unless extended by the Board President.

1. PRELIMINARY FUNCTIONS

Subject	1.3 Flag Salute
Meeting	Sep 27, 2017 - Santa Clarita Community College District - Board of Trustees ~ JOINT MEETING with WM. S. HART UNION HIGH SCHOOL DISTRICT
Type	Procedural

1. PRELIMINARY FUNCTIONS

Subject **1.4 Approval of Agenda**

Meeting Sep 27, 2017 - Santa Clarita Community College District - Board of Trustees ~ JOINT MEETING
with WM. S. HART UNION HIGH SCHOOL DISTRICT

Type ACTION, Procedural

Motion & Voting

Move Approval of the Agenda

Motion by Joan MacGregor, second by Michael Berger.

Final Resolution: Motion Carries

Aye: Michael Berger, Michele Jenkins, Joan MacGregor, Steve Zimmer, Edel Alonso, ASG President

2. JOINT MEETING ITEMS

Subject	2.1 JNT MTG - Outcomes of English and Math Acceleration Efforts and Placement Through Multiple Measures
Meeting	Sep 27, 2017 - Santa Clarita Community College District - Board of Trustees ~ JOINT MEETING with WM. S. HART UNION HIGH SCHOOL DISTRICT
Type	INFORMATION

Over the last six years, English and mathematics faculty members at College of the Canyons have engaged in fruitful dialogue on how to best address remedial education and further support student success while promoting overall student equity. In an effort to better facilitate student completion and successes in English and math, both departments recently compressed their developmental sequences to shorten time to transfer. In addition, both departments also revamped their respective placement processes to better align initial student placement through consideration of other factors, which may be better predictors of student success.

- Two developmental English classes were compressed into one 4-unit ENGL-096 class, or Accelerated Preparation for College Reading and Writing
- Two developmental math classes for non-STEM (Science, Technology, Engineering, and Mathematics) majors were compressed into one 5-unit MATH-075 class, or Intermediate Algebra for Statistics
- The math department is currently using disjunctive placement, which takes into account high school GPA or previous math course success and performance on a placement exam
- The English department is currently developing its disjunctive placement model with plans to implement multiple measures beginning fall 2018

The success of these acceleration efforts currently benefit over 5,000 students per year and have resulted in one of the most robust offerings of accelerated math and English courses across the state of California, saving students more than 48,000 weeks of remedial instruction and more than half a million dollars in tuition costs for courses that do not even count towards their associate degrees.

During the meeting, a presentation will be provided, giving an overview of the changes and the impact on students to date.

2. JOINT MEETING ITEMS

Subject **2.2 JNT MTG - Career Technical Education**

Meeting Sep 27, 2017 - Santa Clarita Community College District - Board of Trustees ~ JOINT MEETING
with WM. S. HART UNION HIGH SCHOOL DISTRICT

Type INFORMATION

Career Technical Education has been an area of focus and collaboration for the Hart District and College of the Canyons for several years. This presentation will highlight the work accomplished through the California Career Pathways Trust Grant, the Doing What Matters initiative, and collaborative events. A focus on the recently refined Hart District pathways, including afterschool offerings and a review of local data, will describe a developmentally appropriate continuum of learning and workforce preparation. College of the Canyons will describe how its Career Education program can provide pathways for success to high-skilled, high-demand, and high-paying jobs for students in the Santa Clarita Valley.

2. JOINT MEETING ITEMS

Subject	2.3 JNT MTG - Career Coaches - Partnership Between College of the Canyons and the William S. Hart Union High School District
Meeting	Sep 27, 2017 - Santa Clarita Community College District - Board of Trustees ~ JOINT MEETING with WM. S. HART UNION HIGH SCHOOL DISTRICT
Type	INFORMATION

Since 2012, College of the Canyons and the William S. Hart School District have partnered together on the Career Coach Program. The fundamental purpose of the Career Coach Program is to empower students to make informed decisions about their career and educational plans and to prepare students for success in postsecondary education and training.

The College provides career coach services at seven Hart District high schools for 20 hours per week. The coaching services provide assistance to high schools students, primarily juniors and seniors, in defining career aspirations, identifying post-secondary education and training opportunities, and developing college and career plans related to their individual goals.

Our presentation will highlight the following:

- History of the Program
- Career Coaching Process
- Performance Measures & Goals
- Success Stories

The program is jointly funded by the California Career Pathways Trust Grant and William S. Hart Union School District's College and Career Readiness Block Grant.

2. JOINT MEETING ITEMS

Subject	2.4 JNT MTG - Update for Santa Clarita Valley Adult Education Consortium (GatewaySCV)
Meeting	Sep 27, 2017 - Santa Clarita Community College District - Board of Trustees ~ JOINT MEETING with WM. S. HART UNION HIGH SCHOOL DISTRICT
Type	INFORMATION

The William S. Hart Union High School District and the Santa Clarita Community College District comprise a local consortium known as the Santa Clarita Valley Adult Education Consortium, branded as GatewaySCV. Since 2015, we have worked together to develop joint adult education programs and opportunities for local students who are seeking developmental learning, retraining, or upskilling.

Our consortium delivers instruction and services for English as a Second Language (ESL), civics, career education, and high school diploma or equivalency. We continue to grow and pursue new educational pathways for our students. Students who complete our programs transition into college credit programs, find new jobs or careers, grow within their existing professions, or simply look to improve their own personal skills.

In this presentation, we will:

- Provide an overview of the history of adult education in California
- Describe our GatewaySCV consortium with a focus on our common efforts
- Highlight goals and successes for both consortium members: Golden Oak Adult School and College of the Canyons Continuing Education

The College of the Canyons Continuing Education department will provide an overview of current noncredit courses and programs, proposed courses and programs, and successful partnerships with business and community organizations.

Our consortium is jointly funded through the Adult Education Block Grant (AEBG), a source of ongoing categorical funding provided by the California Department of Education and the California Community College Chancellor's Office.

2. JOINT MEETING ITEMS

Subject **2.5 JNT MTG - Concurrent Enrollment / Academy of the Canyons**

Meeting Sep 27, 2017 - Santa Clarita Community College District - Board of Trustees ~ JOINT MEETING
with WM. S. HART UNION HIGH SCHOOL DISTRICT

Type INFORMATION

The Hart District and the College of the Canyons share a strong partnership with a history of supporting concurrent enrollment opportunities for the students of the Santa Clarita Valley. Tonight Dr. Barry Gribbons will present data highlighting historical trends in concurrent enrollment.

From its establishment in 2000, The Academy of the Canyons has offered unparalleled concurrent enrollment opportunities for over 400 Hart District students each school year. Tonight Dr. Pete Getz will share an annual update on this unique partnership between the Hart District and the College of the Canyons and will highlight several special programs and practices at the Academy of the Canyons.

File Attachments AOC School Profile 2017-18 FINAL (1).pdf (693 KB)

2. JOINT MEETING ITEMS

Subject **2.6 JNT MTG - Castaic High School - Collaborative Opportunities**

Meeting Sep 27, 2017 - Santa Clarita Community College District - Board of Trustees ~ JOINT MEETING
with WM. S. HART UNION HIGH SCHOOL DISTRICT

Type INFORMATION

The Hart District's seventh comprehensive high school, Castaic High School, is scheduled to open its door to students in the fall of 2019. This expansive campus in the Castaic community will provide new innovative opportunities for the Hart District to collaborate with College of the Canyons.

2. JOINT MEETING ITEMS

Subject **2.7 JNT MTG - College Promise Initiative**

Meeting Sep 27, 2017 - Santa Clarita Community College District - Board of Trustees ~ JOINT MEETING
with WM. S. HART UNION HIGH SCHOOL DISTRICT

Type INFORMATION

College of the Canyons launched a College Promise program in Summer 2017 named First-Year Promise. The First-Year Promise Program offers students:

- Free tuition and fees,
- \$100 book voucher per semester,
- Free parking or bus pass,
- Free printing,
- Weekly interaction with a counselor, and
- a First Year Experience course that meets CSU critical thinking requirement.

By combining all of these elements, the First-Year Promise Program not only makes college affordable and accessible, it promotes student success in the critical first year.

Dr. Jasmine Ruys will provide an overview of the program, implementation to date and next steps.

File Attachments

College Promise Sept 2017.pdf (157 KB)

3. GENERAL/ADJOURNMENT OF JOINT MEETING

Subject **3.1 Comments by Members of the Audience on Any Item NOT ON THE AGENDA**

Meeting Sep 27, 2017 - Santa Clarita Community College District - Board of Trustees ~ JOINT MEETING
with WM. S. HART UNION HIGH SCHOOL DISTRICT

Type INFORMATION

Time has been set aside for the public to address the Board of Trustees on items that are NOT ON THE AGENDA. Those items will not be acted upon by the Board at this meeting. ALL speakers must submit a "Request to Speak" form (located on the information table at the meeting) prior to this portion of the meeting and will be recognized by the President of the Board. Five (5) minutes will be allotted to each speaker and not more than twenty (20) minutes on any subject.

3. GENERAL/ADJOURNMENT OF JOINT MEETING

Subject **3.2 ADJOURNMENT of JOINT BOARD MEETING**

Meeting Sep 27, 2017 - Santa Clarita Community College District - Board of Trustees ~ JOINT MEETING
with WM. S. HART UNION HIGH SCHOOL DISTRICT

Type INFORMATION, Procedural

The Business Meeting for the COC Board of Trustees will follow after a short recess, if needed.

4. SANTA CLARITA CCD BOARD OF TRUSTEES - BUSINESS MEETING ITEMS - Reconvene Open Session (Items presented as Consent Calendar for Approval)

Subject	4.1 IS - Approval of New and Modified Courses and Programs
Meeting	Sep 27, 2017 - Santa Clarita Community College District - Board of Trustees ~ JOINT MEETING with WM. S. HART UNION HIGH SCHOOL DISTRICT
Type	ACTION/CONSENT
Recommended Action	Move Approve of New and Modified Courses and Programs as presented.
Goals	Teaching and Learning

The following list represents 1 new course, 6 modified courses, and 1 modified program that were approved by the Curriculum Committee of the Academic Senate, and subsequently by the Academic Senate for the September 7, 2017 Curriculum Committee meeting. Curriculum is constantly evaluated to ensure course content and delivery methods meet the needs of the community at large.

This agenda item represents a major effort on the part of the faculty to implement the Program Reviews for their departments and initiate changes to ensure courses remain current in each field of study. As each piece of curriculum is processed, the Student Learning Outcomes (SLO's) are also updated.

FISCAL IMPLICATIONS:

N/A

File Attachments Curriculum Board Item Attachment 2017.09.27.pdf (83 KB)

Motion & Voting

Move Approval of ACTION/CONSENT items.

Motion by Joan MacGregor, second by Michael Berger.

Final Resolution: Motion Carries

Aye: Michael Berger, Michele Jenkins, Joan MacGregor, Steve Zimmer, Edel Alonso, ASG President

4. SANTA CLARITA CCD BOARD OF TRUSTEES - BUSINESS MEETING ITEMS - Reconvene Open Session (Items presented as Consent Calendar for Approval)

Subject	4.2 IS - Approval of Contract Amendment #1 of the Agreement for Small Business Development Center (SBDC) Services Between Long Beach Community College District and Santa Clarita Community College District
Meeting	Sep 27, 2017 - Santa Clarita Community College District - Board of Trustees ~ JOINT MEETING with WM. S. HART UNION HIGH SCHOOL DISTRICT
Type	ACTION/CONSENT
Recommended Action	Move to approve Contract Amendment #1 of the Agreement for Small Business Development Center (SBDC) Services Between Long Beach Community College District and Santa Clarita Community College District.

The **SCCCD SBDC was awarded a Contract Amendment of \$25,000** as an increase to the existing contract for \$325,000 bringing the total to \$350,000. This will allow additional entrepreneurs and small businesses to be serviced in 2017.

The Long Beach Community College District ("Long Beach") operates the Los Angeles Regional Small Business Development Center (SBDC) Network serving Los Angeles, Ventura and Santa Barbara Counties under a grant with the Small Business Administration (SBA). Commencing in January of 2006, the Santa Clarita Community College District (SCCCD) began hosting the SBDC Service Center providing SBDC services in Northern LA County under an agreement between Long Beach and SCCC.

The Contract Amendment before the Board increases the Long Beach/SCCCD agreement for the 2017 calendar year and provides SCCC with an additional \$25,000 in Federal funds to provide SBDC services. Federal funds provided to SCCC to operate the SBDC contain a 1:1 matching funds requirement of which at least 50% must be in cash. It should be noted that this agreement was not received from Long Beach until September 2017 due to timing delays at the Small Business Administration ("SBA") and Long Beach, as has been the case in prior years.

For the 2017 Calendar Year, the SCCC SBDC will meet its cash match requirement with funds secured from local sources. It is not anticipated that the SCCC will be required to provide any cash match support to the SBDC program for the 2017 Calendar Year. The SBDC Director will continue to work on finding community partners and grants to provide match funding to offset SCCC's cash match obligation in future years.

Under the grant, the SCCC SBDC will provide resources for entrepreneurs and small businesses through training, educational classes, 1 on 1 business advisory services, technical assistance and access to capital from a variety of sources leading to business starts, growth and expansion, job creation, job retention and expansion of the economy for our region. It further leverages the College's ability to attract additional funds for program expansion through the development of new curriculum for students and the business community and additional grant opportunities. It also creates significant opportunities to present SCCC economic development resources to business and government entities throughout the Santa Clarita, Antelope and San Fernando Valleys. The Contract Amendment between SCCC and LBCCD outlines both parties' obligations increase the existing contract by \$25,000 for a total amount of \$350,000. The relevant agreement is attached for Board of Trustees review.

FISCAL IMPLICATIONS:

In 2016, the SCCC SBDC Program successfully raised all required cash match funding. Anticipated fund raising should result in no additional required funds from the District to meet its 2017 cash match requirements. Should anticipated cash match funding fall short of historical experience and current projections, then the District would be required to fund any shortfall, which would not in any case exceed \$50,000 in 2017. In addition as a direct result of the Contract Amendment increase of \$25,000, the amount that the District will receive will increase from approximately \$15,500 to \$16,600 from the SBDC grant as payment for its services as host.

File Attachments
CN 99744.9 Santa Clarita Community College District - Amendment #1.pdf (13 KB)

Motion & Voting

Move Approval of ACTION/CONSENT items.

Motion by Joan MacGregor, second by Michael Berger.

Final Resolution: Motion Carries

Aye: Michael Berger, Michele Jenkins, Joan MacGregor, Steve Zimmer, Edel Alonso, ASG President

4. SANTA CLARITA CCD BOARD OF TRUSTEES - BUSINESS MEETING ITEMS - Reconvene Open Session (Items presented as Consent Calendar for Approval)

Subject **4.3 BS - Approval of Travel Authorizations Schedule T 17/18 - 5**

Meeting Sep 27, 2017 - Santa Clarita Community College District - Board of Trustees ~ JOINT MEETING with WM. S. HART UNION HIGH SCHOOL DISTRICT

Type

The Travel Authorizations Schedule is presented for approval. Activities include attendance at conferences or conventions, as indicated, and other professional business activities related to District matters. Proposed expenditures are consistent with Board Policy.

A copy of the schedule is available from the Business Services Department, upon request.

- Travel funded by grant/categorical money equates to \$31,700.41 or 55.17%
- Travel funded by resources held in special funds equates to \$481.92 or .84%
- Travel funded by the District's General Fund equates to \$25,277.87 or 43.99%

FISCAL IMPLICATIONS:

Travel expenditure requests for fiscal year 2017-18 totaling \$57,460.20 will be included in the 2017-18 Current Budget.

File Attachments
09-27-17 BS - Under Sep Cover.pdf (139 KB)

4. SANTA CLARITA CCD BOARD OF TRUSTEES - BUSINESS MEETING ITEMS - Reconvene Open Session (Items presented as Consent Calendar for Approval)

Subject	4.4 PP - Approval of Field Service Agreement with Total-Western, Inc. and the Santa Clarita Community College District for the Annual Service, Maintenance, and Repairs of the Boilers, Valencia Campus
Meeting	Sep 27, 2017 - Santa Clarita Community College District - Board of Trustees ~ JOINT MEETING with WM. S. HART UNION HIGH SCHOOL DISTRICT
Type	ACTION/CONSENT
Recommended Action	Move Approval of Field Services Agreement with Total-Western, Inc. and the Santa Clarita Community College District for the Annual Service, Maintenance and Repair of the Boilers, Valencia Campus.

Total-Western Inc., is being contracted to provide annual boiler maintenance and service on the Valencia Campus. The scope of work includes annual maintenance and services, and annual and semi-annual inspection, maintenance and repairs for each boiler at each plant on the Valencia Campus.

The term of the agreement is October 1, 2017 through September 30, 2018, in the amount of **\$40,920.**

FISCAL IMPLICATIONS:

Funding for this project in the amount of **\$40,920** is included in the 2017-2018 Adopted Budget.

File Attachments Field Service Agreement - Total Western Inc..pdf (296 KB)

Motion & Voting

Move Approval of ACTION/CONSENT items.

Motion by Joan MacGregor, second by Michael Berger.

Final Resolution: Motion Carries

Aye: Michael Berger, Michele Jenkins, Joan MacGregor, Steve Zimmer, Edel Alonso, ASG President

4. SANTA CLARITA CCD BOARD OF TRUSTEES - BUSINESS MEETING ITEMS - Reconvene Open Session (Items presented as Consent Calendar for Approval)

Subject 4.5 PP - Approval of Award of Bids for the Lock Hardware Update Project, Valencia Campus

Meeting Sep 27, 2017 - Santa Clarita Community College District - Board of Trustees ~ JOINT MEETING with WM. S. HART UNION HIGH SCHOOL DISTRICT

Type ACTION/CONSENT

Recommended Action Move Approval of Award of Bids for the Lock Hardware Update Project, Valencia Campus.

We are expanding the scope of the ADA Transition Plan lock replacement project, to include the installation of programmable locks on all classroom and laboratory doors. This new Scheduled Maintenance project will provide the latest hardware design on the market - in fact, the product was just released to the public in November, 2016, making Santa Clarita Community College District a leader in this cutting-edge technology.

The new hardware can be manually locked from the inside of a room - as we have done/are doing for our offices campuswide. We will also be able to program and lock/unlock the doors remotely and instantaneously, with a single command from a computer or mobile app.

The Lock Hardware **RE-BID** package was advertised on September 2nd and 9th , 2017. Bids were opened on September 22, 2017. Two were received:

COMPANY NAME	LOCATION	BID AMOUNT	RECOMMENDATION
Redrock Security & Cabling, Inc.	Irvine, Ca	\$1,025,561	AWARD
Kratos Public Safety & Security Solutions	San Diego, Ca	\$1,075,461	

Both bidders are Certified Integrators by the manufacturer and have successfully completed similar projects at other facilities. Staff is recommending award to Redrock Security & Cabling, Inc., in the amount of **\$1,025,561**.

This project was formally bid using CUPCAA requirements for projects greater than \$175,000 per Public Contract Code 20651 and 22037.

FISCAL IMPLICATIONS:

This is a GO Bond-funded project, funds for which can only be used for bond projects. Funds for this contract in the amount of **\$1, 025,561** are included in the FY 17/18 Adopted Budget.

File Attachments
PP - Bid Results- Lock Hardware Update.pdf (68 KB)

Motion & Voting

Move Approval of ACTION/CONSENT items.

Motion by Joan MacGregor, second by Michael Berger.

Final Resolution: Motion Carries

Aye: Michael Berger, Michele Jenkins, Joan MacGregor, Steve Zimmer, Edel Alonso, ASG President

4. SANTA CLARITA CCD BOARD OF TRUSTEES - BUSINESS MEETING ITEMS - Reconvene Open Session (Items presented as Consent Calendar for Approval)

Subject	4.6 PP- Approval of Change Orders for CCC 311/312 Project, Canyon Country Campus
Meeting	Sep 27, 2017 - Santa Clarita Community College District - Board of Trustees ~ JOINT MEETING with WM. S. HART UNION HIGH SCHOOL DISTRICT
Type	ACTION/CONSENT
Recommended Action	Move Approval of Change Orders for CCC 311/312 Project, Canyon Country Campus.

The CCC 311/312 project consists of converting two general classrooms into one science laboratory and lab service area.

The following contract revisions are being recommended at this time. A copy of the change orders are attached and are available upon request.

- HVAC & Controls- **L&M Mechanical, Inc.**, Change Order #02-01 encompasses one item and results in a contract addition of: \$8,285
- Electrical & Fire Alarm- **Taft Electric Co.**, Change Order #01-01 encompasses one item and results in a contract addition of: \$2,121
- Framing- **DLF Enterprises, Inc.** DBA Champion Construction, Change Order #01 encompasses 2 items and results in a contract addition of: \$2,362.

FISCAL IMPLICATIONS:

This is a GO Bond-funded project, funds for which are included in the 2017/18 Adopted Budget. These change orders resulted in a an overall **addition** of **\$12,768**.

File Attachments

CCC 311_312 CO Backup Docs.pdf (116 KB)

PP - 311_312 CO Recap.pdf (62 KB)

Motion & Voting

Move Approval of ACTION/CONSENT items.

Motion by Joan MacGregor, second by Michael Berger.

Final Resolution: Motion Carries

Aye: Michael Berger, Michele Jenkins, Joan MacGregor, Steve Zimmer, Edel Alonso, ASG President

4. SANTA CLARITA CCD BOARD OF TRUSTEES - BUSINESS MEETING ITEMS - Reconvene Open Session (Items presented as Consent Calendar for Approval)

Subject	4.7 PP- Approval of Change Order for Boykin 1st Floor Alterations Project, Valencia Campus
Meeting	Sep 27, 2017 - Santa Clarita Community College District - Board of Trustees ~ JOINT MEETING with WM. S. HART UNION HIGH SCHOOL DISTRICT
Type	ACTION/CONSENT
Recommended Action	Move Approval of Change Order for Boykin 1st Floor Alterations Project, Valencia Campus.

As part of the General Obligation Bond-funded projects for the repair and renovation of campus-wide facilities, the Boykin Hall First Floor Remodel Project consists of remodeling and upgrading most of the first floor of Boykin Hall. This Modernization includes the Physical Sciences, Geology and Anthropology Departments, expanding and updating the existing spaces to meet current and future student demand.

The following contract revisions are being recommended at this time:

- Bid Package #06- Painting, **NEP Painting Contractors**, Change Order #06-01 encompasses 1 item and results in a contract addition of **\$2,400**.

FISCAL IMPLICATIONS:

This is a General Obligation Bond-funded project, funds **(\$2,400)** for which are included in the FY 17/18 Adopted Budget.

File Attachments

Boykin 1st Floor CO Backup.pdf (25 KB)

PP - Boykin 1st Floor CO Recap.pdf (57 KB)

Motion & Voting

Move Approval of ACTION/CONSENT items.

Motion by Joan MacGregor, second by Michael Berger.

Final Resolution: Motion Carries

Aye: Michael Berger, Michele Jenkins, Joan MacGregor, Steve Zimmer, Edel Alonso, ASG President

4. SANTA CLARITA CCD BOARD OF TRUSTEES - BUSINESS MEETING ITEMS - Reconvene Open Session (Items presented as Consent Calendar for Approval)

Subject	4.8 PP - Approval of Field Service Agreement with Waukesha-Pearce Industries and the Santa Clarita Community College District
Meeting	Sep 27, 2017 - Santa Clarita Community College District - Board of Trustees ~ JOINT MEETING with WM. S. HART UNION HIGH SCHOOL DISTRICT
Type	ACTION/CONSENT
Recommended Action	Move Approval of Field Service Agreement with Waukesha-Pearce Industries and the Santa Clarita Community College District.

This Field Service Agreement is being entered into for the service of perform co-generation maintenance/repairs on the Valencia campus central plant.

This agreement will commence September 30, 2017 and end no later than September 30, 2018, in the amount of **\$28,156.**

FISCAL IMPLICATIONS:

Fund for this agreement are included in the FY 2017/18 adopted budget.

File Attachments
field svc agrmnt -waukesha001.pdf (147 KB)

Motion & Voting

Move Approval of ACTION/CONSENT items.

Motion by Joan MacGregor, second by Michael Berger.

Final Resolution: Motion Carries

Aye: Michael Berger, Michele Jenkins, Joan MacGregor, Steve Zimmer, Edel Alonso, ASG President

4. SANTA CLARITA CCD BOARD OF TRUSTEES - BUSINESS MEETING ITEMS - Reconvene Open Session (Items presented as Consent Calendar for Approval)

Subject	4.9 PP - Approval of Field Service Agreement Between Arboristas, Inc. and the Santa Clarita Community College District for Brush and Tree Removal of Fire-Damaged Hillside, Northwest side of Valencia Campus
Meeting	Sep 27, 2017 - Santa Clarita Community College District - Board of Trustees ~ JOINT MEETING with WM. S. HART UNION HIGH SCHOOL DISTRICT
Type	ACTION/CONSENT
Recommended Action	Move Approval of Field Service Agreement Between Arboristas, Inc. and the Santa Clarita Community College District for Brush and Tree Removal of Fire-Damaged Hillside, Northwest side of Valencia Campus.

On August 31, 2017, a fire of unknown origin burned approximately four acres of hillside at the northwest portion of the campus. Under order of LA County Fire, the District immediately removed the specified trees, so as to preserve the ongoing safety of the campus community and its visitors.

Arboristas, Inc., Valencia, mobilized immediately and performed the required removals. It is now necessary to remove the balance of the damaged trees/brush to prepare for the re-planting of the damaged hillside (Northwest portion of Valencia Campus - Stadium way/west road). We are recommending that the District award the contract for that work to Arboristas, Inc., in the amount of **\$21,275**. The term of this Agreement commenced September 11, 2017 and shall end no later than November 11, 2017.

FISCAL IMPLICATIONS:

Funds for the Field Service Agreement in the amount of **\$21,275** are included in the FY 2017/18 Adopted Budget.

File Attachments Arboristas Final Removals.pdf (241 KB)
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Motion & Voting

Move Approval of ACTION/CONSENT items.

Motion by Joan MacGregor, second by Michael Berger.

Final Resolution: Motion Carries

Aye: Michael Berger, Michele Jenkins, Joan MacGregor, Steve Zimmer, Edel Alonso, ASG President

4. SANTA CLARITA CCD BOARD OF TRUSTEES - BUSINESS MEETING ITEMS - Reconvene Open Session (Items presented as Consent Calendar for Approval)

Subject	4.10 PP - Ratification of Field Service Agreement between Arboristas, Inc. and the Santa Clarita Community College District for Tree Removal of Fire-Damaged Hillside, Northwest side of Valencia Campus
Meeting	Sep 27, 2017 - Santa Clarita Community College District - Board of Trustees ~ JOINT MEETING with WM. S. HART UNION HIGH SCHOOL DISTRICT
Type	ACTION/CONSENT
Recommended Action	Move Ratification of Field Service Agreement between Arboristas, Inc. and the Santa Clarita Community College District for Tree Removal of Fire-Damaged Hillside, Northwest side of Valencia Campus.

On August 31, 2017, a fire of unknown origin burned approximately four acres of hillside at the northwest portion of the campus. Under order of LA County Fire, the District immediately removed the specified trees, so as to preserve the ongoing safety of the campus community and its visitors.

Arboristas, Inc., Valencia, mobilized immediately and performed the required removals. The cost of that work was **\$13,540**. The term of this agreement is for September 8, 2017, and shall end no later than October 8, 2017.

FISCAL IMPLICATIONS:

Funds for the Field Service Agreement in the amount of **\$13,540** are included in the FY 2017/18 Adopted Budget.

File Attachments Arboristas Initial Response.pdf (246 KB)
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Motion & Voting

Move Approval of ACTION/CONSENT items.

Motion by Joan MacGregor, second by Michael Berger.

Final Resolution: Motion Carries

Aye: Michael Berger, Michele Jenkins, Joan MacGregor, Steve Zimmer, Edel Alonso, ASG President

4. SANTA CLARITA CCD BOARD OF TRUSTEES - BUSINESS MEETING ITEMS - Reconvene Open Session (Items presented as Consent Calendar for Approval)

Subject **4.11 PP- Approval of Notices of Completion**

Meeting Sep 27, 2017 - Santa Clarita Community College District - Board of Trustees ~ JOINT MEETING with WM. S. HART UNION HIGH SCHOOL DISTRICT

Type ACTION/CONSENT

Recommended Move Approval of Notices of Completion.
Action

The following construction contracts have been satisfactorily completed per the terms and conditions of the contract:

- Boykin 1st Floor Alterations, Valencia Campus
 - BP# 01- Precision Services Group, Inc.
 - BP# 02- New Art Construction
 - BP# 03- New Art Construction
 - BP# 04- H&S Electric, Inc.
 - BP# 05- Pacific Mechanical Services, Inc.
 - BP# 06- NEP Painting Contractors
 - BP# 07- Preferred Ceilings, Inc.
 - BP# 08- HPS Mechanical, Inc.
 - BP# 09- Floor Connection, Inc.
 - BP# 10- T. Figg Casework Installations/TFCI
- Lot 7 Utility Relocation, Valencia Campus
 - Joha Construction
- CCC Modular building Relocation, Canyon Country Campus
 - Sean Khan Consulting Company, Inc.

The Notices of Completion will be filed upon board approval. The filing of the Notices of Completion begins the final lien period for the project. All claims must be received within 30 days after the filing of the Notices of Completion. After 35 days, if no liens have been received, the final payments to the contractors will be issued. It is preferred to issue the Notices of Completion immediately upon completion, so as to minimize the lien period and to make timely payment to the contractor.

FISCAL IMPLICATIONS: None

Motion & Voting

Move Approval of ACTION/CONSENT items.

Motion by Joan MacGregor, second by Michael Berger.

Final Resolution: Motion Carries

Aye: Michael Berger, Michele Jenkins, Joan MacGregor, Steve Zimmer, Edel Alonso, ASG President

4. SANTA CLARITA CCD BOARD OF TRUSTEES - BUSINESS MEETING ITEMS - Reconvene Open Session (Items presented as Consent Calendar for Approval)

Subject	4.12 HR – Personnel Schedule – Academic, Classified and Management Personnel
Meeting	Sep 27, 2017 - Santa Clarita Community College District - Board of Trustees ~ JOINT MEETING with WM. S. HART UNION HIGH SCHOOL DISTRICT
Type	ACTION/CONSENT
Recommended Action	Move approval of HR – Personnel Schedule – Academic, Classified and Management Personnel

From time to time, names may be submitted to the Board after the agenda deadline for items listed on this agenda. This may include guest lecturers, part-time faculty, supplementary services payments, temporary hourly workers, and volunteers. The Board has authorized the District to submit these names at the time of the meeting. If additional names are submitted, they will appear online on the day of the Board meeting as an attachment titled "Additional Information."

A. ACADEMIC PERSONNEL

End of Service

Dr. Monica Dabos, Mathematics Instructor, resignation effective August 27, 2017. **(Position # 170100-AC04)** – *Academic Affairs*

Employment, Temporary Hourly as Needed

See attachment for Academic Part-Time faculty.

These instructors are being hired for the Fall 2017 session. Adjunct and noncredit faculty will be presented as the need arises. This list may include individuals who are regular non-faculty employees of the College of the Canyons staff.

Approval for payment of supplementary services in addition to regular services for part-time faculty may be included on the attachment.

Other

Guest Lecturers

See attachment for Guest Lecturers.

B. CLASSIFIED PERSONNEL

End of Service

Shasta Hanson, Student Services Technician III (Financial Aid), resignation. Last day employed with the District will be Friday, September 29, 2017. **(Position #646010-CD06)** – *Student Services*

Authorization To Employ (Full-Time)

Student Services Technician III (Financial Aid), replacement for Ms. Shasta Hanson, who has resigned. This position is funded by BFAP (Board Financial Assistance Program) funding. **(Position #646010-CD06)** – *Student Services*

Employment – Regular

Arts Education Technician II (Performing Arts Center), salary and start date pending. **(Position # pending)** – *Academic Affairs*

Instructional Laboratory Technician (Computer Networking), salary and start date pending. **(Position #079900-CD01)** – *Academic Affairs*

Instructional Support Coordinator III (Learning Resources), salary and start date pending. **(Position #601000-CD01)** – *Academic Affairs*

Program Specialist II (DECT Grant) (47.5%), salary and start date pending. **(Position # pending)** – *Academic Affairs*

Student Services Specialist I (Student Business Office)(Canyon Country Campus)(72.5%), salary and start date pending. **(Position #620090-CD02)** – *Student Services*

Student Services Technician III (Financial Aid), salary and start date pending. **(Position #646010-CD03)** – *Student Services*

Student Services Technician III (Financial Aid), salary and start date pending. **(Position #646010-CD06)** – *Student Services*

Other

Janet Carver, Administrative Assistant III (District Communications)(72.5%), permanent increase in assignment from 72.5% (29 hours/week) to 100% (40 hours/week). From Classified Represented Salary Schedule B, Range 30, Step 4 (\$3,820.03/month as pro-rated for 72.5%) to Range 30, Step 4 (\$5,269.00/month for 100% assignment), effective September 28, 2017. – *Public Information, Advocacy, External Relations & District Communications*

Edwin Pejoro, Library/Media Technician II, management-initiated reclassification to Library/Media Technician III. From Classified Represented Salary Schedule B, Range 21, Step 10 (\$5,759.00/month) to Range 25, Step 9 (\$6,079.00/month), effective October 1, 2017. – *Academic Affairs*

Temporary Part-time Hourly Workers

There are no names to for Temporary Part-time Hourly Workers – Short term employees to submit at this time.

See attachment for Temporary Part-time Hourly Workers - College Assistants.

Volunteers

See attachment for Volunteers.

C. ADMINISTRATIVE PERSONNEL

Employment – Regular

Michael Dioquino, Director, Enterprise Systems, \$113,000.04 annual salary, effective November 1, 2017. This is a Classified Administrator position. **(Position #678200-CM02)** – *Technology Services*

Other

Correction to Administrator Contract on the September 13, 2017 agenda

Julie Keller, Assistant Director, Center for Early Childhood Education:

5. Salary:

A. Effective August 14, 2017, the salary of the Administrator shall be \$65,000.10 annually, payable at the rate of ~~\$7,663.42~~ **\$5,909.10** per month for this eleven-month assignment. Salary paid for a service period less than the full academic year shall be paid on a prorated basis.

File Attachments

09-27-17 Temporary Part Time Hourly Workers - College Assistants.pdf (145 KB)
09-27-17 Guest Lectures_Speakers.pdf (124 KB)
09.27.17 Part time Faculty.pdf (127 KB)
09-27-17 Volunteers.pdf (34 KB)
HR - Add Info.pdf (244 KB)

Motion & Voting

Move Approval of ACTION/CONSENT items.

Motion by Joan MacGregor, second by Michael Berger.

Final Resolution: Motion Carries

Aye: Michael Berger, Michele Jenkins, Joan MacGregor, Steve Zimmer, Edel Alonso, ASG President

4. SANTA CLARITA CCD BOARD OF TRUSTEES - BUSINESS MEETING ITEMS - Reconvene Open Session (Items presented as Consent Calendar for Approval)

Subject	4.13 HR - Educational Administrator Contract – Dean of Continuing and Community Education
Meeting	Sep 27, 2017 - Santa Clarita Community College District - Board of Trustees ~ JOINT MEETING with WM. S. HART UNION HIGH SCHOOL DISTRICT
Type	ACTION/CONSENT
Recommended Action	Move approval of Educational Administrator Contract – Dean of Continuing and Community Education.

Attached is the Educational Administrator Contract for Mr. John Makevich, Dean of Continuing and Community Education, effective September 14, 2017 through June 30, 2019.

Approval by the Board enables the District to meet its legal requirements for Public Agency contracts as well as Los Angeles County Office of Education requirements for payment.

FISCAL IMPLICATIONS:

Funds for this expenditure are included in 2017/18 budget.

File Attachments 9.27.17 EDA Contract_John Makevich, Dean of Continuing and Community Education.pdf (142 KB)

Motion & Voting

Move Approval of ACTION/CONSENT items.

Motion by Joan MacGregor, second by Michael Berger.

Final Resolution: Motion Carries

Aye: Michael Berger, Michele Jenkins, Joan MacGregor, Steve Zimmer, Edel Alonso, ASG President

4. SANTA CLARITA CCD BOARD OF TRUSTEES - BUSINESS MEETING ITEMS - Reconvene Open Session (Items presented as Consent Calendar for Approval)

Subject	4.14 HR – Educational Administrator Contract Amendment – Interim Dean, Physical Education, Kinesiology, and Athletics and Athletic Director
Meeting	Sep 27, 2017 - Santa Clarita Community College District - Board of Trustees ~ JOINT MEETING with WM. S. HART UNION HIGH SCHOOL DISTRICT
Type	ACTION/CONSENT
Recommended Action	Move approval of Educational Administrator Contract Amendment – Interim Dean, Physical Education, Kinesiology, and Athletics and Athletic Director.

Attached is the Educational Administrator Contract Amendment for Mr. Chuck Lyon, Interim Dean, Physical Education, Kinesiology, and Athletics and Athletic Director, effective July 1, 2017 and ending on June 30, 2018.

Approval by the Board enables the District to meet its legal requirements for Public Agency contracts as well as Los Angeles County Office of Education requirements for payment.

FISCAL IMPLICATIONS:

Funds for this expenditure are included in 2017/18 budget.

File Attachments

09.27.17 EDA Contract Amendment_Chuck Lyon_Interim Dean, PE, Kinesiology, and Athletics and AD Position.pdf (98 KB)

Motion & Voting

Move Approval of ACTION/CONSENT items.

Motion by Joan MacGregor, second by Michael Berger.

Final Resolution: Motion Carries

Aye: Michael Berger, Michele Jenkins, Joan MacGregor, Steve Zimmer, Edel Alonso, ASG President

4. SANTA CLARITA CCD BOARD OF TRUSTEES - BUSINESS MEETING ITEMS - Reconvene Open Session (Items presented as Consent Calendar for Approval)

Subject	4.15 HR - Classified Administrator Contract – Manager, Technical Assistant Provider (TAP) Grant
Meeting	Sep 27, 2017 - Santa Clarita Community College District - Board of Trustees ~ JOINT MEETING with WM. S. HART UNION HIGH SCHOOL DISTRICT
Type	ACTION/CONSENT
Recommended Action	Move approval of Classified Administrator Contract – Manager, Technical Assistant Provider (TAP) Grant.

Attached is the Classified Administrator Contract for Mr. Justin Wallace, Manager, Technical Assistant Provider (TAP) Grant, effective September 14, 2017 and ending on June 30, 2018.

Approval by the Board enables the District to meet its legal requirements for Public Agency contracts as well as Los Angeles County Office of Education requirements for payment.

FISCAL IMPLICATIONS:

Funds for this expenditure are included in 2017/18 budget.

File Attachments 09-27-17 CLA Contract_Justin Wallace_Manager TAP Grant.pdf (142 KB)

Motion & Voting

Move Approval of ACTION/CONSENT items.

Motion by Joan MacGregor, second by Michael Berger.

Final Resolution: Motion Carries

Aye: Michael Berger, Michele Jenkins, Joan MacGregor, Steve Zimmer, Edel Alonso, ASG President

4. SANTA CLARITA CCD BOARD OF TRUSTEES - BUSINESS MEETING ITEMS - Reconvene Open Session (Items presented as Consent Calendar for Approval)

Subject **4.16 CONSENT CALENDAR ITEMS - Acceptance and Approval**

Meeting Sep 27, 2017 - Santa Clarita Community College District - Board of Trustees ~ JOINT MEETING
with WM. S. HART UNION HIGH SCHOOL DISTRICT

Type ACTION/CONSENT

Recommended Move Approval of ACTION/CONSENT items.
Action

This item is for the acceptance and approval by the Board of Trustees at the meeting for all CONSENT CALENDAR items listed in this category, approved according to the Recommended Action on each item.

Motion & Voting

Move Approval of ACTION/CONSENT items.

Motion by Joan MacGregor, second by Michael Berger.

Final Resolution: Motion Carries

Aye: Michael Berger, Michele Jenkins, Joan MacGregor, Steve Zimmer, Edel Alonso, ASG President

5. GENERAL

Subject	5.1 Approval of Minutes of September 13, 2017 - Business Meeting & Adopted Budget Workshop
Meeting	Sep 27, 2017 - Santa Clarita Community College District - Board of Trustees ~ JOINT MEETING with WM. S. HART UNION HIGH SCHOOL DISTRICT
Type	Minutes

6. ANNOUNCEMENT OF NEXT MEETING/ADJOURNMENT

Subject **6.1 Wednesday, October 11, 2017 - Business Meeting, 4:00 pm - Closed Session, 5:00 pm - Open Session, HSLH-137.**

Meeting Sep 27, 2017 - Santa Clarita Community College District - Board of Trustees ~ JOINT MEETING with WM. S. HART UNION HIGH SCHOOL DISTRICT

Type

AGENDA CATEGORY - LEGEND
IS - Instructional Services
SS - Student Services
BS - Business Services
PP - Physical Plant and Property
HR - Human Resources
ID - Institutional Development
IT - Information Technology
POL - Policies and Procedures
GEN - General