

AGENDA
YOSEMITE COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES STUDY SESSION
AND
FIVE HUNDRED AND EIGHTY-THIRD REGULAR MEETING
September 11, 2013

The Agenda and supporting public documents are available for viewing in the Chancellor's Office, Yosemite Community College District Board Room, 2201 Blue Gum Avenue, Modesto, California. The agenda is also available online at <http://yccd.yosemite.edu/Trustees> or by calling (209)575-6519.

PLEASE NOTE CHANGE IN START TIME

3:00 P.M. Board Study Session - Call meeting to order – YCCD Board Room.

Comments from the Public

OPEN SESSION AGENDA:

- Discussion:
1. Annual Board Self Evaluation Process
 2. Board Special Priorities

Adjourn to Closed Session – YCCD Conference Room B.

CLOSED SESSION AGENDA:

- Discussion:
1. Pursuant to G. C. Section 54957
Discipline/Dismissal/Release/Appointment
 2. Pursuant to G. C. Section 54957.6 - Conference with Labor Negotiators
Employee Organizations: CSEA, YFA
 3. Pursuant to G.C. Section 54956.8 Property Negotiator
Conference with Real Property Negotiators (Stanislaus APN: 089-019-015,
089-019-016, 089-019-017 and 089-019-018.)
 4. Pursuant to G.C. Section 54956.9(a) – Litigation
Case: YFA et al vs. YCCD et al, No. 667978
 5. Pursuant to G.C. Section 54956.9 (b) Conference with Legal Counsel -
Anticipated Litigation:
Significant Exposure to Litigation: One Potential Case

5:30 P.M. Reconvene to Open Session – YCCD Board Room.

Pledge of Allegiance to the Flag

Report out from Closed Session (if any)

Approval of Minutes

RECOMMENDATION: That the Board of Trustees approves the Minutes of the Board Study Session and the Regular Meeting on August 14, 2013.

Comments from the Public

Persons who want to **comment on topics not included on the agenda** can do so as part of this section of the agenda.

Persons who want to **comment on agendized topics** may do so after being recognized by the Chair of the Board and before Board discussion on the action item.

Prior to comment at the Board Meeting, all speakers should complete a Speaker Request form in advance and give it to the Board stenographer. Individuals will be allowed a maximum of five (5) minutes per topic. **Other guidelines may apply. See Board Policies #2345 and #2350.**

I. REPORTS AND INFORMATION ITEMS

A. Modesto Junior College Presentation – Agriculture and Environmental Sciences

Donald Borges, Director Ag Ed and Tech Prep will give a brief presentation on the United States Department of Agriculture's (USDA) E. Kika De La Garza Fellowship Program. The program offers faculty and staff from HSIs the opportunity to work collaboratively with USDA to gain insight and understanding of the federal government. This uniquely tailored experience brings together HSI staff and federal executives to address the spectrum of challenges faced in the development of a well prepared Hispanic workforce. Fellows spend the summer in Washington, D.C. to increase their understanding of USDA and other federal agencies, particularly at the national level, and be able to identify mutual collaborative interests.

B. Constituency Reports

1. Student Senate Activity Reports
2. Leadership Team Advisory Council (LTAC)
3. Yosemite Faculty Association (YFA)
4. California Schools Employee Association (CSEA)
5. Faculty Representative to the Board
6. Academic Senate Activity Reports

C. Accreditation Updates

D. Activities and Announcements

Modesto Junior College - President Jill Stearns

1. Redbud Nursing Cohort Ribbon Cutting

Modesto Junior College, Columbia College and Yosemite Community College District held a Ribbon Cutting Ceremony for the Redbud Nursing Cohort at Columbia College on September 10. The tour included a videoconference to Modesto Junior College's Glacier Hall so attendees could experience the class environment fully.

2. Fire Science Program Recognized

Modesto Junior College's Fire Science program has been recognized for offering a significantly higher than average returns-on-investment for graduates. MJC's quality program and affordable tuition ranks among the very best schools for return on investment on the recently released FireScience.org (Fire Science Online) list of the "90 Fire Science Degree Programs That Really Pay Off." Graduates from these colleges and universities who become fire service professionals can expect annual incomes five times the cost of one year of school. This is a wonderful acknowledgement of the great work of the Fire Science faculty and staff.

I. REPORTS AND INFORMATION ITEMS

D. Activities and Announcements

Modesto Junior College, Continued - President Jill Stearns

3. Institute Day – Kick Off of New Academic Year

Modesto Junior College kicked off the new academic year with Fall Institute Day on August 23, which included a wide variety of professional development activities, workshops and trainings for faculty and staff held throughout the week. The Institute Day program featured a panel addressing the needs and concerns of veterans returning to college, as well as guest speakers Dr. David Hosley and Dr. Kelvin Jasek-Rysdahl, who presented socio-economic issues in relationship to the roles and responsibilities of post-secondary education in the Central Valley, and how higher education can aid in the economic development and regional planning for the valley.

4. Classified Staff Honored

Modesto Junior College honored CSEA members at the annual Classified Appreciation Breakfast on August 15. The morning started early with MJC administrators and faculty cooking omelets for staff, followed by presentation of the 2013 Distinguished Classified Staff Awards to Ty Helton, Kevin Saunders, Surinder Bhalaru and Scotty Gonser. Congratulations to the award recipients, and thank you to all classified staff for their continued service to the college and District.

5. Wounded Warrior to Speak at MJC

Modesto Junior College Health Services will present speaker Jeremiah Pauley, a participant in the Wounded Warrior Project's "Warrior Speaks" program on September 12, 6:00 p.m. on the East Campus Quad. The free community event will open with bagpipes and a color guard. Jeremiah will describe his military service, how he was injured, and how the Wounded Warrior Project has assisted him and many other wounded veterans.

6. Director of California's Department of Conservation Speaks on "Fracking"

Modesto Junior College will host a Modesto Area Partners in Science (MAPS) presentation by Mark Nechodom, Ph.D., speaking on the topic of "Hydraulic Fracturing in California" on Friday, September 27, at 7:30 p.m. in the Mary Stuart Rogers Student Center on West Campus. Nechodom, the Director of California's Department of Conservation (DOC) will provide a comprehensive look at the process currently under way to develop state regulations related to the oil production stimulation method known as hydraulic fracturing or "fracking," and related public health, safety and the environmental issues.

7. Jam 'n Jive Jazz Dance Concert to "Celebrate American Bandstand"

Modesto Junior College's annual Jam 'n Jive Jazz Dance Concert, featuring the MJC Off-balance Dancers and invited guest dancers from local high schools and dance studios, will "Celebrate American Bandstand" with a student preview show on September 25, and performances September 26-27 at 7:30 p.m. with a matinee performance on the 28th at 2:00 p.m. in the Auditorium on East Campus. An MJC theater student will impersonate Dick Clark, the stage set will feature an American Bandstand mini studio, and there will be an opportunity for audience participation!

I. REPORTS AND INFORMATION ITEMS

D. Activities and Announcements

Columbia College – Interim President Leslie Buckalew

1. Columbia College Team Members Publish Titles

Two members of the Columbia College team have recently published titles, both widely available. The first, *Bubblegum Princess*, was illustrated by adjunct art instructor, Lori Hanson and is a children's "modern day fairytale inspired by the Duke and Duchess of Cambridge." The second, authored by Shelley Muniz, Library Specialist, is the story of she and her family's experiences while battling their son Micah's leukemia. Titled *Micah's Story*, her wish is that people who read Micah's story will find hope and the strength needed to continue through their own battles.

2. Claim Jumper Day at Columbia College, October 3, 2013

Columbia College greatly values the relationship with area high schools and recognizes the need for collaboration to positively impact students' education. As a result, Columbia College will hold its second annual Claim Jumper Day on Thursday, October 3. Area high school juniors and seniors will come to campus and be invited to obtain information about the academic opportunities available at Columbia College. Upon arrival, passports will be distributed to students for prize drawings at the end of the day, and a barbeque lunch will be served as students peruse the Career Technical Education and Arts and Sciences program booths. Students will also learn about the various Special Programs that are available to enhance their education, gather information about on-campus club opportunities, and receive guided tours. Last year's Claim Jumper Day was well attended, and we anticipate an even greater number will be present at this year's event!

3. Student Leadership Greets the Fall Semester with Many Activities

The Associated Students of Columbia College (ASCC) opened the fall semester with a "Meet and Greet" during the first week of school. Members greeted new students and helped them navigate the campus and resources. On September 10, student leaders also hosted a Hawaiian themed Welcome Back BBQ at the Student Center.

Continuing to actively engage students, the ASCC will sponsor an Ice Cream Social on Thursday, September 19 from 4:00 p.m. to 6:00 p.m. in the Student Center Outdoor Lounge. The goal of this event is to introduce ASCC leaders to students attending Columbia College in the evening. A Club Day is scheduled for September 24 on the Tamarack Building lower patio from 10:00 a.m. to 2:00 p.m. Campus clubs will have an opportunity to showcase their interests and encourage students to join or start clubs.

Yosemite Community College District – Chancellor Joan Smith

I. REPORTS AND INFORMATION ITEMS

E. Presentations/Updates

1. Chancellor's Update
2. ☆Bond Update

Kitchell representative Mr. Mark Newton will provide the Board with an update on the progress of the Measure E Bond project – Completed Summer Projects: West Campus Plaza, Career Transfer Center, Columbia Roadways Phase 1 and Columbia Gas line.

Modesto Junior College: *North Hall:* The project has bid and is beginning the contact award phase. *Allied Health Phase Two:* Redbud construction is complete. *Infrastructure Phase Three:* Plaza is complete. *Career Transfer Center:* The project is in construction. *Science Community Center and GVM:* The project is under construction.

Columbia College: *Manzanita Building Remodel:* The project is currently in design. *Sequoia Building:* The construction phase has started. *Roads Projects:* Phase 1 is complete.

Central Services: *Primary Data Center:* The project construction is near completion. The IT department is starting to migrate equipment over to the new facilities. *Secondary Data Center:* The project is in construction. *Shipping and Receiving:* The project is complete and the group will move in after the busy time at the beginning of school. *Central Services Building:* The project is in design.

Current Modesto Junior College Projects

PROJECT	STATUS	START CONSTRUCTION
Infrastructure Increment II	Complete	February 2011
Science Community Center & GVM	GVM Under Construction	July 2010
Student Services	Closeout	April 2010
Library Learning Resource	Construction	September 2012
High Tech Center (North Hall)	Bid Phase	July 2013
Career Transfer Center	Construction	May 2013

Current Columbia College Projects

Manzanita Building	Design	March 2014
Sequoia Building	Construction	August 2013
Redbud (MJC Funded)	Construction	March 2013
Roads Phase I	Construction	June 2013

Current Central Services Projects

Primary Data Center	Construction	August 2012
Secondary Data Center	Construction	April 2013
Shipping and Receiving	Construction	August 2012
Central Services Building	Design	Fall 2015

Current Educational Outreach Facilities

Calaveras	Design	Tbd
Oakdale	Property Search	Tbd
Turlock	Property Search	Tbd
Patterson	Design	Tbd

Definition of "Complete" for Facilities refers to "YCCD Occupancy".
DSA = Division of State Architect.

Action items listed in Sections II.A, II.B, II.C, and II.D are part of the Board's consent agenda. Trustees may pull specific items off the consent agenda for separate discussion and action. Items not pulled for separate discussion/action will be acted upon as one action by the Board.

II. ACTION ITEMS

A. Consent Agenda, Fiscal Services

1. ☆Purchase Orders

A recommendation is made that the Board of Trustees approve the purchase orders issued from July 1, 2013, through July 31, 2013.

2. Acceptance of Gifts

A recommendation is made that the Board accept with appreciation the following gift(s):

Donor	Gift	College	Program
Carols and Colleen Lopes	U.S. Flag (value \$250)	MJC	Ag and Environmental Sciences
Kevin and Trisha Nelson	U.S. Flag (value \$250)	MJC	Ag and Environmental Sciences

3. ☆Grant Project Applications/Amendments/Renewals

A recommendation is made that the Board of Trustees authorize the Yosemite Community College District to submit the following grant project applications/amendments/renewals and to enter into a contract with the appropriate agencies when the projects are selected for funding:

Agency	College	Agency Share	Proposer Share
California Community College Chancellor's Office	YCCD	\$191,750	-0-

B. Consent Agenda, Student Travel

1. MJC HACU 27th Annual Conference, Chicago, Illinois – October 25-29, 2013

The Agriculture and Environmental Sciences division is planning to send two students to the HACU 27th Annual Conference on Championing Hispanic Higher Education Success: Securing the American Dream. The conference is scheduled for October 26-28, 2013 and will be held in Chicago, Illinois. Travel dates will be October 25-29, 2013.

Agriculture Ambassador Advisor, Don Borges, is in the process of planning for this trip. The students that will make this trip are:

Anna Prada

Andrea Torres

The cost for the trip will be funded by HACU student scholarships, departmental fundraising, and/or other available sources that may be secured.

RECOMMENDATION:

That the Board of Trustees approves the MJC out-of-state trip to the HACU 27th Annual Conference from October 25-29, 2013, in Chicago, Illinois.

II. ACTION ITEMS

C. Consent Agenda, Personnel

1. Personnel Transaction Items

A recommendation is made that the Board of Trustees approves the following list of Personnel Transaction Items and commend retirees for their years of service:

PERSONNEL TRANSACTION LIST

Name	Position	Department	Coll	Effective
Retirements:				
Richard Sweeney, 46 years of service	Sociology Professor	Business, Behavioral and Social Sciences	MJC	8/1/13
Interim Appointments – Educational Administrator:				
	Interim Vice President of College Administrative Services	College Administrative Services	MJC	Until Permanently Filled
Randy Barton	Interim Dean, Career Technical Education and Community Development	Student Learning	CC	8/26/13
Extension of Interim Appointments – Classified Administrator:				
Colette Such	Director of Development	Resource Development Foundation	CC	10/1/13 to 11/1/13
Appointments – Classified Administrator:				
Amy Nilson	Director of Development	Resource Development Foundation	CC	10/1/13
Appointment – Academic:				
Michael Smedshammer	Instructional Design Coordinator, 11 months	Office of Instruction	MJC	9/12/13
Temporary Appointment – Academic:				
Pamela Kopitzke	ESL Instructor	Literature and Language Arts	MJC	2013-2014 Academic Year
Temporary Increase – Classified:				
Casey Bonavia	Instructional Support Specialist, 10 months 30 hours to 10 months 40 hours	Arts and Sciences	CC	9/12/13 to 6/30/14
Probationary Appointments – Classified:				
Daisy Carter	Administrative Technician	Literature and Language Arts	MJC	9/12/13
Tracey Hickey	Administrative Assistant	Student Services/Counseling	CC	9/16/13
Sonia Ledezma	Food Service Technician 40%, 9 months	Auxiliary Services	MJC	9/16/13
Tiffany Moore	Administrative Specialist	Career Technical Education	CC	9/12/13

II. ACTION ITEMS

C. Consent Agenda, Personnel

1. Personnel Transaction Items, Continued

Name	Position	Department	Coll	Effective
Joseph Partridge	Instructional Support Technician 48.5%, 10 months	Allied Health	MJC	9/12/13
Jennifer Stonecipher	Instructional Support Technician 48.5%, 10 months	Allied Health	MJC	9/12/13
Wesley Matthew Page	Instructional Support Specialist-Chemistry	Science, Mathematics and Engineering	MJC	9/12/13
Michelle Vidaurri	Administrative Specialist	Student Learning	CC	9/12/13
Resignation – Classified:				
Bryce Stevenson	Campus Security Officer, Lead	Campus Safety	MJC	9/6/13

2. Short-Term Appointee List

A recommendation is made that the Board of Trustees approve the following list of short-term appointees, in accordance with state law (AB500-Goldberg).

Name	Classification	Department	Coll	Start Date	End Date
<i>Intermittent – creates pool of eligible employees available on an “on-call” basis. Typically used for critical areas such as security or to cover for mandated positions such as child care.</i>					
Dorothy Arndt	Accompanist for Music Department	Arts and Sciences	CC	8/26/13	12/14/13
Kelsie Bonavia	Financial Aid Technician	Financial Aid	CC	9/12/13	12/31/13
Gail Johnson	Accompanist for Music Department	Arts and Sciences	CC	8/26/13	12/14/13
Andrea Marks	Accompanist for Music Department	Arts and Sciences	CC	8/26/13	12/14/13
Kristan Moon	Art Model	Arts, Humanities and Communications	MJC	9/12/13	12/31/13
Kimberlie Theis	Transportation Services Operator	Transportation	CS	9/12/13	12/31/13
<i>Specially Funded – non-continuing, temporary appointments made in response to specially-funded projects and/or unexpected workload demands.</i>					
Jennifer Stonecipher	Instructional Support Technician	Technical Education Workforce Development	MJC	5/28/13	6/30/13

II. ACTION ITEMS

C. Consent Agenda, Personnel

2. Short-Term Appointee List, Continued

Name	Classification	Department	Coll	Start Date	End Date
Substitute – temporary replacement for employee on approved leave.					
Jacinda Khaleck	Administrative Assistant	Career Center	MJC	9/12/13	12/23/13
Replacement for Classified Vacancy – temporary replacement during recruitment process.					
Dana Baker	Financial Aid Technician	Financial Aid	CC	8/19/13	11/14/13
Kevin Ciabatti	Custodian	Facilities Operations	CS	9/30/13	11/15/13
Mark Meredith	Grounds Maintenance Technician	Facilities Operations	CS	9/30/13	11/15/13
Nestor Morales	Grounds Maintenance Technician	Facilities Operations	CS	9/30/13	11/15/13

3. Adjunct Faculty Appointee List

A recommendation is made that the Board of Trustees approves the attached list of adjunct faculty appointments for the Fall 2013 semester.

Name	Department	Coll	Effective
Alicia Biedermann	Arts, Humanities and Communications	MJC	Fall 2013
Beverly Boone	Allied Health	MJC	Fall 2013
Adria Bray	Business, Behavioral and Social Sciences	MJC	Fall 2013
Duana Demus	Arts, Humanities and Communications	MJC	Fall 2013
Martha Estrada	Special Programs, CalWorks	MJC	Fall 2013
Sonja Follett	Literature and Language Arts	MJC	Fall 2013
Carson Grubaugh	Arts, Humanities and Communications	MJC	Fall 2013
Roberto Gutierrez	Allied Health	MJC	Fall 2013
Hans Hauselmann	Business, Behavioral and Social Sciences	MJC	Fall 2013
Susan Howard	Arts and Sciences	CC	Fall 2013
Allison Neumann	Arts and Sciences	CC	Fall 2013
Mia Quaglia-Oswal	Business, Behavioral and Social Sciences	MJC	Fall 2013
Claudia Ramirez	Special Programs – EOP&S	MJC	Fall 2013
Julie Stammer Edling	Allied Health	MJC	Fall 2013

II. ACTION ITEMS

C. Consent Agenda, Personnel

4. Faculty Service Area

Faculty Service Area, FSA, is a service or instructional subject area or group of related services performed by a faculty member who is deemed competent to render service by meeting eligibility criteria. FSA's are only applied in the event of a District-wide reduction in force, program reduction or eliminations, allowing the faculty member to bump into a discipline for which he/she holds the FSA and has seniority. Faculty Service Areas are aligned with the Board of Governor's adopted Disciplines List and FSA records are maintained in the Human Resources Office.

The FSA committee reviewed and recommends the Board of Trustees approves the following list of Faculty Service Areas:

Name	Initial FSA Assigned/Approved
Kimberly Kennard	1. Psychology, and 2. Counseling
Jenny Ann Tashjian Netto	English

Name	Additional FSA Assigned/Approved	Valid Through*
Deborah Brayman	Art History	September 2020
Elizabeth Pfliging	1. Environmental Technology, and 2. Sanitation and Public Health Technology	September 2020 September 2020
Cheryl Williams-Jackson	Psychology	September 2020
Michele Monlux	Physical Education	September 2020
E. Denise Smith	Reading	September 2020
Robert Stevenson	Art History	September 2020

**Valid for seven years from month/date of issuance. (See Appendix H, Number 2)*

II. ACTION ITEMS

C. Consent Agenda, Personnel

5. Classification Review – CSEA and Leadership Team

The Classification Review Advisory Committee completed the cyclical and individual review process of submissions received in March 2013. The committee's recommendations have been reviewed by the Chancellor and Human Resources. A recommendation is made that the Board of Trustees approves the recommended modifications of the following individual job classifications, effective October 1, 2013:

Department	Current Class	Current Range	New Classification	New Range
Classified Positions:				
Instruction Office, MJC	Administrative Assistant (Lilia Gerasimchuk)	18	Administrative Technician	22
Facilities Operations, CC/YCCD	Administrative Assistant (Cindy Inwood, Crista Noakes, Lori Smith)	18	Administrative Technician	22
Campus Safety, MJC	Administrative Assistant (Trudy Folks)	18	Administrative Technician	22
Health Services, MJC	Administrative Technician (Ginny Bounyavong)	22	Administrative Specialist	26
Facilities Operations, YCCD	Administrative Technician (Yolanda Avila)	22	Administrative Secretary	30
Campus Safety, MJC	Administrative Specialist (Marsha Calbreath)	26	Administrative Secretary	30
Management Positions:				
Auxiliary Services, CC	Auxiliary Services Manager I (Jeff Whalen)	29	Auxiliary Services Manager	32
Special Programs, MJC	Associate Dean of Special Programs (Francisco Banuelos)	41	Dean of Special Programs	45

II. ACTION ITEMS

D. Consent Agenda, Personnel – Reorganizations

NARRATIVE: YCCD Administrative Procedure 7232 allows for organizational change through administrative channels upon recommendation by the Chancellor to the Board of Trustees.

1. Reorganization – Admissions and Records – Columbia College

RATIONALE:

The reorganization proposes to eliminate the Director's position and create one lead classified position, eliminate one technician-level position and create an additional specialist-level position. Additionally, the department recently hired a part-time (47.5%) technician in April. This new configuration will allow for more efficiency in the distribution of work assignments and it will provide a cost savings to the District. The overall supervision will continue under the Dean of Student Services

FISCAL IMPACT:

	Current	Proposed
Director of A & R and Assessment (management range 29)	\$82,980	- 0 -
Patricia Ramirez (classified range 29, steps 6 to 32)	\$52,716	\$56,676
Rickee Hill (classified range 25, step 6 to 29)	\$47,592	\$50,184
Debra (Mary) York (classified range 25, step 5)	\$47,592	\$47,592
Kathy Aubel (classified range 25, step 1) (47.5%)	\$17,659	\$25,089
Total	\$248,539	\$179,541

Savings of \$68,998

RECOMMENDATION:

That the Board of Trustees:

- a. Eliminate the following positions:
 1. Director of Admission and Records and Assessment (management salary range 29);
 2. Admission and Records Technician (classified salary range 25); and

- b. Appoint staff to the following positions:
 1. Admission and Records Specialist Lead (classified salary range 32) and appoint Patricia Ramirez to the position;
 2. Admission and Records Specialist (classified salary range 29) and appoint Rickee Hill to the position.

II. ACTION ITEMS

D. Consent Agenda, Personnel – Reorganizations

2. Reorganization – Information Technology – Central Services

RATIONALE:

The proposed reorganization promotes efficiency and streamlines technology management administration. The reorganization also reduces duplicability and insures consistency. Overall, the reorganization lowers costs by leveraging expertise, talents and training across the economies of scale.

FISCAL IMPACT:

The proposed reorganization will result in a neutral cost impact.

RECOMMENDATION:

That the Board of Trustees move the following positions under Information Technology and Media Services, Central Services.

Columbia College:

Director, Information Technology
and Media Services
Information Systems Specialist
Telecomm Specialist
Media Services Technician

Brian Demoss
Ryan Brady
Fred Grolle
Wendy Link

Modesto Junior College, East Campus:

Interim Director, Information Technology
and Media Services
Information System Specialist
Administrative Secretary
Information System Specialist
Multimedia Scheduler
Information System Technician
Information System Technician
Multimedia Technician
Multimedia Technician
Electronics Specialist
Multimedia Technician
Information System Specialist
Information System Specialist
Information System Technician

Jeff Swank
Mel Ainsworth
Jennifer Ahlswede
Luz Bustamante
Julie Berg
Michael Meadows
Ernesto Magdaleno
Ernie Medrano
Debbie Partridge
Shelton Patterson
Justin Spurlock
Trevor Taylor
Sargon Yadegar
Romeo Zardo

II. ACTION ITEMS

D. Consent Agenda, Personnel – Reorganizations

3. Reorganization – Science, Mathematics and Engineering, MJC

RATIONALE:

In June 2012, the Administrative Specialist position in the Science, Mathematics and Engineering Division became vacant. Due to budget cuts, the department was unable to permanently fill the position at that time. An Administrative Assistant was temporarily assigned to fill the vacancy via out-of-class appointment. The administrative support needs of the SME Division require Administrative Specialist classification duties be performed on a regular, ongoing basis to efficiently support the division.

FISCAL IMPACT:

The following reorganization recommendation reflects the administrative needs of the department. The approximate cost to the department is \$2,200.00, annually.

RECOMMENDATION: That the Board of Trustees appoint Wendy Long, Administrative Assistant (Classified Range 18) to the Administrative Specialist vacancy in Science, Mathematics and Engineering (Classified Range 26).

4. Reorganization – Business, Behavioral, and Social Sciences, MJC

RATIONALE:

The administrative support needs of the Business, Behavioral, and Social Sciences Division require Administrative Specialist classification duties be performed on a regular, ongoing basis to efficiently support the division.

FISCAL IMPACT:

The following reorganization recommendation reflects the administrative needs of the department. The approximate cost to the department is \$2,200.00, annually.

RECOMMENDATION: That the Board of Trustees eliminate the Administrative Technician position (Classified Range 22). Create an Administrative Specialist position (Classified Range 26). Appoint Amanda Landis to the Administrative Specialist position.

II. ACTION ITEMS

D. Consent Agenda, Personnel – Reorganizations

5. Reorganization – Library, MJC West Campus

RATIONALE:

In August 2012, the MJC West Campus Library reopened and a Library Assistant position was reassigned from the East Campus to the West Campus location. The West Campus Library requires Library Technician duties be performed on a regular, ongoing basis to efficiently run library operations.

FISCAL IMPACT:

The following reorganization recommendation reflects the administrative needs of the department. The approximate cost to the department is \$2,200.00, annually.

RECOMMENDATION:

That the Board of Trustees eliminate the Library Assistant position (Classified Range 20). Create a Library Technician position (Classified Range 26). Appoint Isabelle Lacazotte to the Library Technician position.

II. ACTION ITEMS

E. Discussion Items

1. Modesto Junior College Mission Statement

BACKGROUND: To fully address college recommendation #1, MJC undertook a comprehensive review of the existing mission statement to fully align with the District's mission statement which led to the development of the proposed mission statement below. College Council approved the MJC mission statement on August 13, 2013.

Modesto Junior College Mission Statement

Modesto Junior College is committed to transforming lives through programs and services informed by the latest scholarship of teaching and learning. We provide a dynamic, innovative educational environment for the ever-changing populations and workforce needs of our regional community. We facilitate lifelong learning through the development of intellect, creativity, character, and abilities that shape students into thoughtful, culturally aware, engaged citizens.

RECOMMENDATION: That the Board of Trustees approve the Modesto Junior College Mission Statement.

2. ☆Quarterly Report on the District's Financial Condition

Consistent with prevailing fiscal practices and in compliance with current statute, staff has prepared the quarterly statement of the District's financial condition for the quarter ended June 30, 2013. A copy of the statement is attached. The Board is required by law to hold a public hearing to review the report and direct that it be filed with the California Community Colleges Chancellor's Office.

Staff will be available during the Board meeting to formally present the report, respond to questions, and to amplify where necessary.

RECOMMENDATION: That the Board of Trustees:

- a. Conduct a public hearing to review the District's financial report for the quarter ended June 30, 2013;
- b. Direct Staff to submit a copy of the required report to the California Community Colleges Chancellor's Office.

3. ☆2013-2014 Yosemite Community College District Final Budget

On June 12, 2013, the Board of Trustees adopted the 2013-2014 Yosemite Community College District Tentative Budget. The Tentative Budget assumed that the May Revise budget numbers would be approved in the final state budget. The Tentative Budget assumptions were approved in the final state of California budget adoption, which included among other things a cost-of-living adjustment (COLA) of 1.57% and restoration funding of 1.63%.

II. ACTION ITEMS

E. Discussion Items

3. ☆2013-2014 Yosemite Community College District Final Budget, Continued

The 2013-2014 YCCD state apportionment budget includes a COLA of 1.57% or \$1,264,000 and Full-Time Equivalent Student (FTES) restoration of 1.63% or \$1,226,000. Total new YCCD apportionment revenue for 2013-2014 is \$2,490,000. Total apportionment is projected to be \$82,169,890.

The colleges are planning on restoring 3% FTES in 2013-2014. All of the restoration funds have been allocated to the colleges for this purpose. The FTES target for 2013-2014 is 16,618. This is up from 16,134 FTES in the prior year. The colleges also received funding to be used for one-time expenditures with the direction that these funds are not for on-going costs of operations. MJC received \$700,000, and Columbia received \$650,000.

The District and the bargaining units and the Leadership Team of YCCD finalized salary and benefit negotiations for 2013-2014. All settlements include a 2% increase per bargaining unit and Leadership Team with a total cost of \$1,276,331 for 2013-2014. The District offers two fully funded health benefit plans, an HMO and a PPO, with options for employees to purchase richer plans should they choose.

The District previously set aside in a contingency account funds to protect the District in the event that the Proposition 30 tax initiative did not pass in November 2012. Proposition 30 did pass which provided relief from the threat of over \$5 million in additional cuts. The District is using a portion of these contingency funds in the current year for one-time expenditures.

A 10% reserve is held in the 2013-2014 General Fund balance as directed by the Board of Trustees.

The state economy is moving in the right direction, albeit slowly. It is evidenced in the COLA and restoration funds allocated in the 2013-2014 state budget. YCCD will continue to operate very prudently, maintain reserves, and provide additional classes and service for the students of our community.

Also presented are the District's 2013-2014 budgets for the Capital Project Fund and the General Obligation Measure E Bond Fund.

RECOMMENDATION:

That the Board of Trustees:

- a. Conduct a public hearing regarding the 2013-2014 Final Budget for the Yosemite Community College District;
- b. Adopt the District's 2013-2014 Final Budget; and
- c. Authorize staff to prepare and file the necessary annual Financial and Budget Report (CCFS-311) with the required agencies.

II. ACTION ITEMS

E. Discussion Items

4. ☆Citizens' Bond Oversight Committee Term Limits

The bylaws of the Citizens' Bond Oversight Committee (CBOC) state that no member may serve more than two (2) consecutive terms. Our Bond counsel has advised the District that regulations have been revised which would allow the bylaws to read that "three" consecutive terms be the new term limit. It was discussed at the June 26, 2013 CBOC meeting with a consensus that a proposed revision to the CBOC be brought to the Board at the September 11, 2013 meeting. In addition, YCCD bond counsel also suggested amendments to the bylaws which are detailed in the attached Resolution.

RECOMMENDATION: That the Board of Trustees adopts **Resolution #13-14/01**, approving the proposed amendments to the Citizens' Bond Oversight Committee bylaws.

5. ☆Board of Trustees 2013-2014 Special Priorities

The Board of Trustees discussed various challenges facing the District in the 2013-2014 academic year at the August Board Study Session. Recommendations for changes were provided to the Chancellor and a draft of the 2013-2014 Priorities is being presented to the Board for approval.

RECOMMENDATION: That the Board of Trustees adopts a final *Board of Trustees 2013-2014 Special Priorities*.

III. BOARD COMMENTS

Comments from the Board of Trustees

This time is for Trustees to report on conferences, meetings, and other activities related to District business. No action will be taken.

IV. ANNOUNCEMENTS

- A. The Board of Trustees will adjourn to a Board Study Session on Friday, September 13, 2013, from 1:30 p.m. to 4:30 p.m. in the Yosemite Community College District Board Room, 2001 Blue Gum Avenue, Modesto, CA.
- B. The next regular meeting of the Board of Trustees will be held on Wednesday, October 9, 2013. Closed Session will begin at 3:30 p.m. and Open Session at 5:30 p.m. in the Manzanita Community Education Room, 11600 Columbia College Drive, Sonora, California 95370.

Approval of Minutes

August 14, 2013 – Board Study Session and Regular Meeting

ATTACHMENTS

MINUTES
YOSEMITE COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES
BOARD STUDY SESSION and
FIVE HUNDRED AND EIGHTY-THIRD REGULAR MEETING
September 11, 2013

The Board Study Session was called to order by Chair Abe Rojas at 3:00 p.m. in the YCCD Board Room, 2201 Blue Gum Avenue, Modesto, CA 95358.

Board Members Present	Abe Rojas, Board Chair Lynn Martin, Vice Chair Linda Flores Anne DeMartini Tom Hallinan Mike Riley Don Viss Erik Vorsatz, Student Trustee
Board Members Absent	None
Others Present	J. Smith, T. Scott, N. Stavrianoudakis, G. Molina (Recorder).
Public Comments	There were no public comments.

BOARD STUDY SESSION

OPEN SESSION AGENDA

Annual Board Self Evaluation Process	The Board of Trustees discussed the 2012-2013 Annual Board Self Evaluation.
Board Special Priorities	The Board of Trustees discussed the final draft of the Board of Trustees Special Priorities for 2013-2014. Discussion ensued. The final draft is up for approval during the regular board meeting.

Trustees adjourned to Closed Session at 4:08 p.m. in YCCD Conference Room B for the purpose of discussing the following Closed Session Agenda items:

REGULAR MEETING

CLOSED SESSION AGENDA:

- Discussion:
1. Pursuant to G. C. Section 54957
Discipline/Dismissal/Release/Appointment
 2. Pursuant to G. C. Section 54957.6 - Conference with Labor Negotiators
Employee Organizations: CSEA, YFA
 3. Pursuant to G.C. Section 54956.8 Property Negotiator
Conference with Real Property Negotiators (Stanislaus APN: 089-019-015, 089-019-016, 089-019-017 and 089-019-018.)

4. Pursuant to G.C. Section 54956.9(a) – Litigation
Case: YFA et al vs. YCCD et al, No. 667978
5. Pursuant to G.C. Section 54956.9 (b) Conference with Legal Counsel - Anticipated Litigation:
Significant Exposure to Litigation: One Potential Case

The Board of Trustees reconvened to Open Session at 5:30 p.m. in the YCCD Board Room, Yosemite Community College District. Chair Rojas called for a moment of silence in light of the past events of 9/11. The Pledge of Allegiance to the Flag preceded formal Board Action.

Board Members Present Abe Rojas, Board Chair
Lynn Martin, Vice Chair
Linda Flores
Anne DeMartini
Tom Hallinan
Mike Riley
Don Viss
Erik Vorsatz (Student Trustee)

Board Members Absent None.

Others Present J. Smith, T. Scott, V. Simmons, M. Gang, J. Stearns,
L. Buckalew, B. Sinclair, J. Todd, J. Swank,
N. Stavrianoudakis, J. Leamy, S. Kincade, G. Whitfield,
B. Thames, M. Enriquez, B. Crow,
T. Nesmith, C. Vitelli, F. Banuelos, K. Carter, M. Kennedy,
M. Newton, D. Partridge, M. Sundquist, S. Schrader, M. Anglin,
C. Sampson, P. Bettencourt, J. Daly, M. Guzman, D. Borges,
H. Coit, M. Chrisman, E. Foote, S. Beasley, G. Molina
(Recorder).

Report Out From Closed Session Chair Rojas reported that the Board of Trustees unanimously took action to reject the government tort claim of Dr. Dennis Gervin.

Approval of Minutes A motion was made by Trustee Martin and seconded by Trustee Flores to approve the minutes of the Board Study Session on August 14, 2013, and the regular meeting on August 14, 2013.

The motion carried with a vote of 7-0.

PUBLIC COMMENTS Susan Beasley, President of the International Heritage Festival Board invited the Board of Trustees to the upcoming Festival event on Saturday, October 5. She also informed the Board of an upcoming Architect Festival. Mr. Ernie Foote, a member of the International Heritage Festival Board also encouraged attendance.

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**REPORTS &
INFORMATION ITEMS**

**Modesto Junior College
Presentation –
Agriculture and
Environmental Sciences**

Donald Borges, Director Ag Ed and Tech Prep gave a brief presentation on the United States Department of Agriculture's (USDA) E. Kika De La Garza Fellowship Program. The program offers faculty and staff from the Hispanic Service Institutions (HSIs) the opportunity to work collaboratively with USDA to gain insight and understanding of the federal government. This uniquely tailored experience brings together HSI staff and federal executives to address the spectrum of challenges faced in the development of a well prepared Hispanic workforce. Fellows spend the summer in Washington, D.C. to increase their understanding of USDA and other federal agencies, particularly at the national level, and be able to identify mutual collaborative interests.

Constituency Reports

Monthly Reports were given by the following:

Student Senate

Student Senate Activity Reports (ASCC President Matt Chrisman for Columbia College and ASMJC President Andrew Campbell for MJC)

Leadership Team Advisory Council

Leadership Team Advisory Council
(Representative Margo Guzman)

Yosemite Faculty Association

Yosemite Faculty Association (YFA President Jillian Daly)

California Schools Employee Association

California Schools Employee Association
(CSEA Representative Debbi Partridge)

Faculty Representative to the Board

Faculty Representative to the Board (Brian Sinclair)

Academic Senate

Academic Senate
(CCAS President John Leamy and MJCAS President James Todd)

Accreditation Updates

MJC Vice President of Instruction Susan Kincade and Columbia College Interim Vice President Chris Vitelli gave an update on the progress of Accreditation for the respective colleges.

**Activities and
Announcements**

Modesto Junior College

President Jill Stearns called the Board's attention to the following MJC activities and announcements described in the September Board Agenda:

1. Redbud Nursing Cohort Ribbon Cutting
2. Fire Science Program Recognized
3. Institute Day – Kick Off of New Academic Year
4. Classified Staff Honored

5. Wounded Warrior to Speak at MJC
6. Director of California's Department of Conservation Speaks on "Fracking"
7. Jam 'n Jive Jazz Dance Concert to "Celebrate American Bandstand"

Columbia College

Interim President Leslie Buckalew called the Board's attention to the following Columbia College activities and announcements described in the September Board Agenda:

1. Columbia College Team Members Publish Titles
2. Claim Jumper Day at Columbia College, October 3, 2013
3. Student Leadership Greets the Fall Semester with Many Activities

Yosemite Community College District

Chancellor Smith reported the Board had a Study Session to finalize their Special Priorities. She reported to the Board that the interaction between Columbia College and the local school districts in Tuolumne County because of the Rim fire fulfills one of the Board's Special Priorities. Priority #2 in growing your own is being fulfilled through the Leadership Academy. The MJC Science Community Center and the Great Valley Museum are highlighted in the Modesto Chamber PROGRESS magazine this month, including a picture on the front cover. Chancellor Smith also reported that, with regard to accreditation, she asked that each college get their reports in at least one and one-half weeks before the Board review of the reports. Columbia College had the ribbon cutting for Redbud. This was a project that was started when she was President at Columbia College and she recognized the contribution of former MJC President Rich Rose as he had an integral part in the initial discussion of bridging the relationship between the colleges and the District in this project.

Presentations/Updates

Chancellor's Update

Chancellor Smith read a letter from Student Trustee Erik Vorsatz to the Associated Students and commended him for his efforts in collaboration between the colleges.

Bond Update

Kitchell representative Mr. Mark Newton provided the Board with an update on the progress of the Measure E Bond project – Completed Summer Projects: West Campus Plaza, Career Transfer Center, Columbia Roadways Phase 1 and Columbia Gas line.

Modesto Junior College: *North Hall:* The project has bid and is beginning the contact award phase. *Allied Health Phase Two:* Redbud construction is complete. *Infrastructure Phase Three:* Plaza is complete. *Career Transfer Center:* The project is in construction. *Science Community Center and GVM:* The project is under construction.

Columbia College: *Manzanita Building Remodel:* The project is

currently in design. *Sequoia Building*: The construction phase has started. *Roads Projects*: Phase 1 is complete.

Central Services: *Primary Data Center*: The project construction is near completion. The IT department is starting to migrate equipment over to the new facilities. *Secondary Data Center*: The project is in construction. *Shipping and Receiving*: The project is complete and the group will move in after the busy time at the beginning of school. *Central Services Building*: The project is in design.

Current Modesto Junior College Projects

PROJECT	STATUS	START CONSTRUCTION
Infrastructure Increment II	Complete	February 2011
Science Community Center & GVM	GVM Under Construction	July 2010
Student Services	Closeout	April 2010
Library Learning Resource	Construction	September 2012
High Tech Center (North Hall)	Bid Phase	July 2013
Career Transfer Center	Construction	May 2013

Current Columbia College Projects

Manzanita Building	Design	March 2014
Sequoia Building	Construction	August 2013
Redbud (MJC Funded)	Construction	March 2013
Roads Phase I	Construction	June 2013

Current Central Services Projects

Primary Data Center	Construction	August 2012
Secondary Data Center	Construction	April 2013
Shipping and Receiving	Construction	August 2012
Central Services Building	Design	Fall 2015

Current Educational Outreach Facilities

Calaveras	Design	Tbd
Oakdale	Property Search	Tbd
Turlock	Property Search	Tbd
Patterson	Design	Tbd

Definition of "Complete" for Facilities refers to "YCCD Occupancy".
 DSA = Division of State Architect.

ACTION ITEMS

Consent Agenda

Interim Vice Chancellor of Human Resources Victoria Simmons reported a correction on page 7 of the Agenda (Personnel Transaction List) under Interim Appointments – Educational Administrator. The position of Interim Vice President of College Administrative Services should be removed.

A motion was made by Trustee Hallinan and seconded by Trustee Riley to approve Consent Items A through D as amended.

The motion carried with a vote of 7-0.

Fiscal Services
Purchase Orders

The Board of Trustees approved the purchase orders issued from July 1, 2013 through July 31, 2013.

Acceptance of Gifts

The Board of Trustees accepted with appreciation the following gift(s):

Donor	Gift	College	Program
Carols and Colleen Lopes	U.S. Flag (value \$250)	MJC	Ag and Environmental Sciences
Kevin and Trisha Nelson	U.S. Flag (value \$250)	MJC	Ag and Environmental Sciences

**Grant Project Applications/
Amendments/
Renewals**

The Board of Trustees authorized the Yosemite Community College District to submit the following grant project applications/amendments/renewals and to enter into a contract with the appropriate agencies when the projects are selected for funding:
(See Report #2440)

Agency	College	Agency Share	Proposer Share
California Community College Chancellor's Office	YCCD	\$191,750	-0-

**Consent Agenda,
Student Travel**

**MJC HACU 27th Annual
Conference,
Chicago, Illinois –
October 25-29, 2013**

The Agriculture and Environmental Sciences division is planning to send two students to the HACU 27th Annual Conference on Championing Hispanic Higher Education Success: Securing the American Dream. The conference is scheduled for October 26-28, 2013 and will be held in Chicago, Illinois. Travel dates will be October 25-29, 2013.

Agriculture Ambassador Advisor, Don Borges, is in the process of planning for this trip. The students that will make this trip are:

Anna Prada Andrea Torres

The cost for the trip will be funded by HACU student scholarships, departmental fundraising, and/or other available sources that may be secured.

The Board of Trustees approved the MJC out-of-state trip to the HACU 27th Annual Conference from October 25-29, 2013, in Chicago, Illinois.

Consent Agenda,

Personnel

Personnel Transaction Items The Board of Trustees approved the following list of Personnel Transaction Items and commended the retiree for his years of service:

PERSONNEL TRANSACTION LIST

Name	Position	Department	Coll	Effective
Retirements:				
Richard Sweeney, 46 years of service	Sociology Professor	Business, Behavioral and Social Sciences	MJC	8/1/13
Interim Appointments – Educational Administrator:				
	Interim Vice President of College Administrative Services	College Administrative Services	MJC	Until Permanently Filled
Randy Barton	Interim Dean, Career Technical Education and Community Development	Student Learning	CC	8/26/13
Extension of Interim Appointments – Classified Administrator:				
Colette Such	Director of Development	Resource Development Foundation	CC	10/1/13 to 11/1/13
Appointments – Classified Administrator:				
Amy Nilson	Director of Development	Resource Development Foundation	CC	10/1/13
Appointment – Academic:				
Michael Smedshammer	Instructional Design Coordinator, 11 months	Office of Instruction	MJC	9/12/13
Temporary Appointment – Academic:				
Pamela Kopitzke	ESL Instructor	Literature and Language Arts	MJC	2013-2014 Academic Year
Temporary Increase – Classified:				
Casey Bonavia	Instructional Support Specialist, 10 months 30 hours to 10 months 40 hours	Arts and Sciences	CC	9/12/13 to 6/30/14
Probationary Appointments – Classified:				
Daisy Carter	Administrative Technician	Literature and Language Arts	MJC	9/12/13
Tracey Hickey	Administrative Assistant	Student Services/Counseling	CC	9/16/13
Sonia Ledezma	Food Service Technician 40%, 9 months	Auxiliary Services	MJC	9/16/13
Tiffany Moore	Administrative Specialist	Career Technical Education	CC	9/12/13
Joseph Partridge	Instructional Support Technician	Allied Health	MJC	9/12/13

Name	Position	Department	Coll	Effective
	48.5%, 10 months			
Jennifer Stonecipher	Instructional Support Technician 48.5%, 10 months	Allied Health	MJC	9/12/13
Wesley Matthew Page	Instructional Support Specialist-Chemistry	Science, Mathematics and Engineering	MJC	9/12/13
Michelle Vidaurri	Administrative Specialist	Student Learning	CC	9/12/13
Resignation – Classified:				
Bryce Stevenson	Campus Security Officer, Lead	Campus Safety	MJC	9/6/13

Short-Term Appointee List The Board of Trustees approved the following list of short-term appointees, in accordance with state law (AB500-Goldberg).

Name	Classification	Department	Coll	Start Date	End Date
Intermittent – creates pool of eligible employees available on an “on-call” basis. Typically used for critical areas such as security or to cover for mandated positions such as child care.					
Dorothy Arndt	Accompanist for Music Department	Arts and Sciences	CC	8/26/13	12/14/13
Kelsie Bonavia	Financial Aid Technician	Financial Aid	CC	9/12/13	12/31/13
Gail Johnson	Accompanist for Music Department	Arts and Sciences	CC	8/26/13	12/14/13
Andrea Marks	Accompanist for Music Department	Arts and Sciences	CC	8/26/13	12/14/13
Kristan Moon	Art Model	Arts, Humanities and Communications	MJC	9/12/13	12/31/13
Kimberlie Theis	Transportation Services Operator	Transportation	CS	9/12/13	12/31/13
Specially Funded – non-continuing, temporary appointments made in response to specially-funded projects and/or unexpected workload demands.					
Jennifer Stonecipher	Instructional Support Technician	Technical Education Workforce Development	MJC	5/28/13	6/30/13
Substitute – temporary replacement for employee on approved leave.					
Jacinda Khaleck	Administrative Assistant	Career Center	MJC	9/12/13	12/23/13
Replacement for Classified Vacancy – temporary replacement during recruitment process.					
Dana Baker	Financial Aid Technician	Financial Aid	CC	8/19/13	11/14/13
Kevin Ciabatti	Custodian	Facilities Operations	CS	9/30/13	11/15/13
Mark Meredith	Grounds Maintenance Technician	Facilities Operations	CS	9/30/13	11/15/13
Nestor Morales	Grounds Maintenance	Facilities Operations	CS	9/30/13	11/15/13

Name	Classification	Department	Coll	Start Date	End Date
	Technician				

Adjunct Faculty Appointee List The Board of Trustees approved the following list of adjunct faculty appointments for the Fall 2013 semester.

Name	Department	Coll	Effective
Alicia Biedermann	Arts, Humanities and Communications	MJC	Fall 2013
Beverly Boone	Allied Health	MJC	Fall 2013
Adria Bray	Business, Behavioral and Social Sciences	MJC	Fall 2013
Duana Demus	Arts, Humanities and Communications	MJC	Fall 2013
Martha Estrada	Special Programs, CalWorks	MJC	Fall 2013
Sonja Follett	Literature and Language Arts	MJC	Fall 2013
Carson Grubaugh	Arts, Humanities and Communications	MJC	Fall 2013
Roberto Gutierrez	Allied Health	MJC	Fall 2013
Hans Hauselmann	Business, Behavioral and Social Sciences	MJC	Fall 2013
Susan Howard	Arts and Sciences	CC	Fall 2013
Allison Neumann	Arts and Sciences	CC	Fall 2013
Mia Quaglia-Oswal	Business, Behavioral and Social Sciences	MJC	Fall 2013
Claudia Ramirez	Special Programs – EOP&S	MJC	Fall 2013
Julie Stammer Edling	Allied Health	MJC	Fall 2013

Faculty Service Area

Faculty Service Area, FSA, is a service or instructional subject area or group of related services performed by a faculty member who is deemed competent to render service by meeting eligibility criteria. FSA's are only applied in the event of a District-wide reduction in force, program reduction or eliminations, allowing the faculty member to bump into a discipline for which he/she holds the FSA and has seniority. Faculty Service Areas are aligned with the Board of Governor's adopted Disciplines List and FSA records are maintained in the Human Resources Office.

The FSA committee reviewed and recommends the Board of Trustees approves the following list of Faculty Service Areas:

The Board of Trustees approved the following list of Faculty Service Areas:

Name	Initial FSA Assigned/Approved
Kimberly Kennard	1. Psychology, and 2. Counseling
Jenny Ann Tashjian Netto	English

Name	Additional FSA Assigned/Approved	Valid Through*
Deborah Brayman	Art History	September 2020
Elizabeth Pflieger	1. Environmental Technology, and 2. Sanitation and Public Health Technology	September 2020 September 2020
Name	Additional FSA Assigned/Approved	Valid Through*
Cheryl Williams-Jackson	Psychology	September 2020
Michele Monlux	Physical Education	September 2020
E. Denise Smith	Reading	September 2020
Robert Stevenson	Art History	September 2020

**Valid for seven years from month/date of issuance. (See Appendix H, Number 2)*

Classification Review –
CSEA and Leadership
Team

The Classification Review Advisory Committee completed the cyclical and individual review process of submissions received in March 2013. The committee's recommendations have been reviewed by the Chancellor and Human Resources. The Board of Trustees approved the recommended modifications of the following individual job classifications, effective October 1, 2013:

Department	Current Class	Current Range	New Classification	New Range
Classified Positions:				
Instruction Office, MJC	Administrative Assistant (Lilia Gerasimchuk)	18	Administrative Technician	22
Facilities Operations, CC/YCCD	Administrative Assistant (Cindy Inwood, Crista Noakes, Lori Smith)	18	Administrative Technician	22
Campus Safety, MJC	Administrative Assistant (Trudy Folks)	18	Administrative Technician	22
Health Services, MJC	Administrative Technician (Ginny Bounyavong)	22	Administrative Specialist	26
Facilities Operations, YCCD	Administrative Technician (Yolanda Avila)	22	Administrative Secretary	30
Campus Safety, MJC	Administrative Specialist (Marsha Calbreath)	26	Administrative Secretary	30

Department	Current Class	Current Range	New Classification	New Range
Management Positions:				
Auxiliary Services, CC	Auxiliary Services Manager I (Jeff Whalen)	29	Auxiliary Services Manager	32
Special Programs, MJC	Associate Dean of Special Programs (Francisco Banuelos)	41	Dean of Special Programs	45

Consent Agenda,
Personnel –
Reorganizations

NARRATIVE:

YCCD Administrative Procedure 7232 allows for organizational change through administrative channels upon recommendation by the Chancellor to the Board of Trustees.

Reorganization –
Admissions and Records
– Columbia College

RATIONALE:

The reorganization proposes to eliminate the Director's position and create one lead classified position, eliminate one technician-level position and create an additional specialist-level position. Additionally, the department recently hired a part-time (47.5%) technician in April. This new configuration will allow for more efficiency in the distribution of work assignments and it will provide a cost savings to the District. The overall supervision will continue under the Dean of Student Services

FISCAL IMPACT:

	Current	Proposed
Director of A & R and Assessment (management range 29) Patricia Ramirez (classified range 29, step 6 to 32) Rickey Hill (classified range 25, step 6 to 29) Debra (Mary) York (classified range 25, step 5) Kathy Aibel (classified range 25, step 1) (47.5%)	\$82,980 \$52,716 \$47,592 \$47,592 \$17,659	- 0 - \$56,676 \$50,184 \$47,592 \$25,089
Total	\$248,539	\$179,541
Savings of		\$68,998

The Board of Trustees:

- a. Eliminated the following positions:
 1. Director of Admission and Records and Assessment (management salary range 29);
 2. Admission and Records Technician (classified salary range 25); and

- b. Appointed staff to the following positions:
 1. Admission and Records Specialist Lead (classified salary range 32) and appoint Patricia Ramirez to the position;
 2. Admission and Records Specialist (classified salary range 29) and appoint Rickee Hill to the position.

Reorganization –
Information Technology –
Central Services

RATIONALE:

The proposed reorganization promotes efficiency and streamlines technology management administration. The reorganization also reduces duplicability and insures consistency. Overall, the reorganization lowers costs by leveraging expertise, talents and training across the economies of scale.

FISCAL IMPACT:

The proposed reorganization will result in a neutral cost impact.

The Board of Trustees moved the following positions under Information Technology and Media Services, Central Service.

Columbia College:

Director, Information Technology and Media Services	Brian Demoss
Information Systems Specialist	Ryan Brady
Telecomm Specialist	Fred Grolle
Media Services Technician	Wendy Link

Modesto Junior College, East Campus:

Interim Director, Information Technology and Media Services	Jeff Swank
Information System Specialist	Mel Ainsworth
Administrative Secretary	Jennifer Ahlswede
Information System Specialist	Luz Bustamante
Multimedia Scheduler	Julie Berg
Information System Technician	Michael Meadows
Information System Technician	Ernesto Magdaleno
Multimedia Technician	Ernie Medrano
Multimedia Technician	Debbi Partridge
Electronics Specialist	Shelton Patterson
Multimedia Technician	Justin Spurlock
Information System Specialist	Trevor Taylor
Information System Specialist	Sargon Yadegar
Information System Technician	Romeo Zardo

Reorganization –
Science, Mathematics
and Engineering, MJC

RATIONALE:

In June 2012, the Administrative Specialist position in the Science, Mathematics and Engineering Division became vacant. Due to budget cuts, the department was unable to permanently fill the position at that time. An Administrative Assistant was temporarily assigned to fill the vacancy via out-of-class appointment. The administrative support needs of the SME Division require Administrative Specialist classification duties be performed on a regular, ongoing basis to efficiently support the division.

FISCAL IMPACT:

The following reorganization recommendation reflects the administrative needs of the department. The approximate cost to the department is \$2,200.00, annually.

The Board of Trustees appointed Wendy Long, Administrative Assistant (Classified Range 18) to the Administrative Specialist vacancy in Science, Mathematics and Engineering (Classified Range 26).

Reorganization – Business, Behavioral, and Social Sciences, MJC

RATIONALE:

The administrative support needs of the Business, Behavioral, and Social Sciences Division require Administrative Specialist classification duties be performed on a regular, ongoing basis to efficiently support the division.

FISCAL IMPACT:

The following reorganization recommendation reflects the administrative needs of the department. The approximate cost to the department is \$2,200.00, annually.

The Board of Trustees eliminated the Administrative Technician position (Classified Range 22); created an Administrative Specialist position (Classified Range 26); and appointed Amanda Landis to the Administrative Specialist position.

Reorganization – Library, MJC West Campus

RATIONALE:

In August 2012, the MJC West Campus Library reopened and a Library Assistant position was reassigned from the East Campus to the West Campus location. The West Campus Library requires Library Technician duties be performed on a regular, ongoing basis to efficiently run library operations.

FISCAL IMPACT:

The following reorganization recommendation reflects the administrative needs of the department. The approximate cost to the department is \$2,200.00, annually.

The Board of Trustees eliminated the Library Assistant position (Classified Range 20); created a Library Technician position (Classified Range 26); and appointed Isabelle Lacazotte to the Library Technician position.

Discussion Items

Modesto Junior College Mission Statement

BACKGROUND: To fully address college recommendation #1, MJC undertook a comprehensive review of the existing mission statement to fully align with the District’s mission statement which led to the development of the proposed mission statement below. College Council approved the MJC mission statement on August 13, 2013.

Modesto Junior College Mission Statement

Modesto Junior College is committed to transforming lives through programs and services informed by the latest scholarship of teaching and learning. We provide a dynamic, innovative educational environment for the ever-changing populations and workforce needs of our regional community. We facilitate lifelong learning through the development of intellect, creativity, character, and abilities that shape students into thoughtful, culturally aware, engaged citizens.

A motion was made by Trustee DeMartini and seconded by Trustee Riley that the Board of Trustees approves the Modesto Junior College Mission Statement.

The motion carried with a vote of 7-0.

Quarterly Report on the District's Financial Condition

Consistent with prevailing fiscal practices and in compliance with current statute, staff has prepared the quarterly statement of the District's financial condition for the quarter ended June 30, 2013. A copy of the statement is attached. The Board is required by law to hold a public hearing to review the report and direct that it be filed with the California Community Colleges Chancellor's Office. **(See Report #2441)**

Chair Rojas conducted a public hearing to review the District's financial report for the quarter ended June 30, 2013.

A motion was made by Trustee Riley and seconded by Trustee Flores that the Board of Trustees direct staff to submit a copy of the required report to the California Community Colleges Chancellor's Office.

The motion carried with a vote of 7-0.

2013-2014 Yosemite Community College District Final Budget

On June 12, 2013, the Board of Trustees adopted the 2013-2014 Yosemite Community College District Tentative Budget. The Tentative Budget assumed that the May Revised budget numbers would be approved in the final state budget. The Tentative Budget assumptions were approved in the final state of California budget adoption, which included among other things a cost-of-living adjustment (COLA) of 1.57% and restoration funding of 1.63%.

The 2013-2014 YCCD state apportionment budget includes a COLA of 1.57% or \$1,264,000 and Full-Time Equivalent Student (FTES) restoration of 1.63% or \$1,226,000. Total new YCCD apportionment revenue for 2013-2014 is \$2,490,000. Total apportionment is projected to be \$82,169,890.

The colleges are planning on restoring 3% FTES in 2013-2014. All of the restoration funds have been allocated to the colleges for this purpose. The FTES target for 2013-2014 is 16,618. This is up from 16,134 FTES in the prior year. The colleges also received funding to be used for one-time expenditures with the direction that these funds are not for on-going costs of operations. MJC received \$700,000,

and Columbia received \$650,000.

The District and the bargaining units and the Leadership Team of YCCD finalized salary and benefit negotiations for 2013-2014. All settlements include a 2% increase per bargaining unit and Leadership Team with a total cost of \$1,276,331 for 2013-2014. The District offers two fully funded health benefit plans, an HMO and a PPO, with options for employees to purchase richer plans should they choose.

The District previously set aside in a contingency account funds to protect the District in the event that the Proposition 30 tax initiative did not pass in November 2012. Proposition 30 did pass which provided relief from the threat of over \$5 million in additional cuts. The District is using a portion of these contingency funds in the current year for one-time expenditures.

A 10% reserve is held in the 2013-2014 General Fund balance as directed by the Board of Trustees.

The state economy is moving in the right direction, albeit slowly. It is evidenced in the COLA and restoration funds allocated in the 2013-2014 state budget. YCCD will continue to operate very prudently, maintain reserves, and provide additional classes and service for the students of our community.

Also presented were the District's 2013-2014 budgets for the Capital Project Fund and the General Obligation Measure E Bond Fund. **(See Report #2442)**

Chair Rojas conducted a Public Hearing.

A motion was made by Trustee Flores and seconded by Trustee Hallinan that the Board of Trustees: Adopts the District's 2013-2014 Final Budget; and Authorizes staff to prepare and file the necessary annual Financial and Budget Report (CCFS-311) with the required agencies.

The motion carried with a vote of 7-0.

Citizens' Bond Oversight
Committee Term Limits

The bylaws of the Citizens' Bond Oversight Committee (CBOC) state that no member may serve more than two (2) consecutive terms. Our Bond counsel has advised the District that regulations have been revised which would allow the bylaws to read that "three" consecutive terms be the new term limit. It was discussed at the June 26, 2013 CBOC meeting with a consensus that a proposed revision to the CBOC be brought to the Board at the September 11, 2013 meeting. In addition, YCCD bond counsel also suggested amendments to the bylaws which are detailed in the attached Resolution.

A motion was made by Trustee Martin and seconded by Trustee Viss

that the Board of Trustees adopts **Resolution #13-14/01**, approving the proposed amendments to the Citizens' Bond Oversight Committee bylaws.

The motion carried with a vote of 7-0

Board of Trustees 2013-2014 Special Priorities

The Board of Trustees discussed various challenges facing the District in the 2013-2014 academic year at the August Board Study Session. Recommendations for changes were provided to the Chancellor and a draft of the 2013-2014 Priorities was presented to the Board for approval.

The Board of Trustees adopted a final *Board of Trustees 2013-2014 Special Priorities*.

Chair Rojas reported a change that was made at the Board Study Session to item #3 that now reads: Maintain the Yosemite Community College District General Fund reserve at 10% or greater on General Fund unrestricted expenditure budgets. Develop General Fund reserve criteria to support this Board special priority which will provide stability to the District when faced with unforeseen State or Local funding shortfalls. **(See Report #2443)**

A motion was made by Trustee DeMartini and seconded by Trustee Riley that the Board of Trustees adopts a final Board of Trustees 2013-2014 Special Priorities.

The motion carried with a vote of 7-0.

COMMENTS

From the Board of Trustees

Trustee Flores reported she attended the MJC Institute Day, the classified appreciation breakfast, she walked MJC West Campus on the first day of school and drove through traffic and witnessed parking issues on West Campus. Trustee Hallinan reported he sponsored a film as part of the MJC Institute Day. The film was on Dreamers and Immigration Issues. He spoke to residents, staff and students and those affected by the Rim fire and felt the strain they are enduring in light of owning property in the area. He inquired about the week of classes lost due to the situation. Chancellor Smith reported that instruction lost by the students will be worked out on an individual class basis for all students. Trustee Riley reported he attended the Redbud Ribbon Cutting ceremony and saw the new technology. He attended the Columbia College In-Service day. He received a link to the SISCO engagement through online learning and was able to see the remote access technology that is available. He attended the appreciation breakfast for classified employees, the scholarship ceremony in the Science Center and the Agenda review meeting with the Chancellor. Trustee DeMartini reported she attended the classified staff appreciation breakfast, the scholarship ceremony, the MJC Institute day and the Columbia College In-Service day. Trustee Viss reported he was travelling and has no report this month. Trustee Martin reported she attended XReg at

Columbia College, the classified staff appreciation breakfast, Columbia College In-Service day, MJC Institute Day, met with Student Trustee Erik Vorsatz, attended the Redbud Ribbon Cutting, and the Agenda review with Chancellor Smith. Trustee Rojas reported he attended the classified appreciation breakfast, the scholarship ceremony, In-Service and Institute day, the Hughson Oversight Committee meeting, and the Redbud Ribbon Cutting. Student Trustee Erik Vorsatz gave a presentation providing a recap of his monthly activities. He shared Student Trustee Learning Outcomes with the Board. He reported he met with Trustee Martin. He provided information on the California Community College Association of Student Trustees (CCCAST), and announced he was elected President and is focusing on our District. He also attended the Redbud Ribbon Cutting Ceremony.

ANNOUNCEMENTS

The next regular meeting of the Board of Trustees will be held on Wednesday, October 9, 2013. Closed Session will begin at 3:30 p.m. and Open Session at 5:30 p.m. in the Manzanita Community Education Room, 11600 Columbia College Drive, Sonora, California 95370.

The meeting adjourned at 7:58 p.m.

Abe Rojas, Chair
YCCD Board of Trustees

Joan E. Smith, Ed.D., Secretary
YCCD Board of Trustees